

NEPOTISM

- I. For the purposes of this policy, the following definitions shall be used:
- A. “Employee” means a person who receives monetary payment or benefits, no matter the amount paid or hours worked, for personal services performed for the School Department.
 - B. “Administrators and Supervisors” includes the Director of Special Services, Athletic Administrator, School Principals, Assistant Principals, Business Manager, Director of Teaching & Learning, Technology Coordinator, Head Custodian, and Food Services Director.
 - C. “Immediate Family” includes spouse, sibling, parent, child, or domestic partner.
 - D. “Extended Family” includes grandparent, grandchild, sibling, or in-law.

II. Board Members

- A. Immediate and extended family members of Board members shall not be employed by the School Department, subject to the following exemptions:
 - 1. Immediate and extended family members, except spouses, who are employed as of the date of the policy adoption, for as long as they remain continuously employed.
 - 2. Employees who are employed on the date that an immediate or extended family member of theirs is elected to the Board.
- B. Board members are expected to recuse themselves from participating in any personnel action involving an immediate or extended family member employed by the School Department.

III. Superintendent

- A. Immediate and extended family members of the Superintendent shall not be employed by the School Department, subject to the following exemption:
 - employees who are employed on the date that an immediate or extended family of theirs is elected to the position of Superintendent.
- B. If a member of the Superintendent’s immediate or extended family is employed under paragraph IIIA, appropriate measures shall be taken by the Board to avoid a conflict.

IV. Administrators and Supervisors

- A. No person shall be employed in a position within the jurisdiction of an administrator or supervisor who is a member of that person's immediate or extended family. Nor shall any person be employed in a position in which a member of the immediate or extended family of that person is responsible, in whole or in part, for their supervision or evaluation.
- B. This provision is subject to the following exemption: employees who are employed as of the date of the policy adoption, for so long as they remain continuously employed. In such cases, appropriate measures shall be taken to avoid a conflict.

V. All School Employees

The Board shall be notified if an employee has an immediate or extended family relationship with any other School Department employee or Board member before the Board takes any employment action affecting that employee.

VI. Exceptions to Policy

The Board may approve an exception to this policy (except for the statutory prohibition against employment of Board members' spouses) if there is a determination that it is in the best interest of the School Department and appropriate measures can be taken to avoid a conflict. It is the intent of the Board that this provision be narrowly construed and used only in rare circumstances.

Legal Reference: 20-A MRSA § 1002

Cross Reference: BCB-Board Member Conflict of Interest

Adopted: January 14, 1992

Recorded: June 1998

Revised: April 9, 2004
March 12, 2013
January 8, 2019