

NEPOTISM MANAGEMENT PLAN

This management plan applies to individuals employed by RSU 56 who may be involved in real or perceived conflict of interest issues due to familial or relationship ties. This plan is established by the RSU 56 School Board to prevent favoritism or any other improper influence in connection with individuals employment, and to provide ongoing oversight by the Chair and Vice-chair of the School Board.

This plan is not meant to isolate the individuals from mainstream decision-making and improvement of the school system, but only to insulate them from considering certain discretionary matters that might be perceived as involving self-interest or bias. Some routine matters are discussed in order to clarify the manner in which they will be handled. Areas in which potential or perceived conflicts of interest might occur are identified as follows:

1. Annual evaluation and general supervision;
2. Building budget preparation;
3. Salary or contract negotiations, and
4. Grievance proceedings.

Annual Evaluation: Should a condition exist where a supervisor is required to evaluate a related subordinate, the evaluation will be conducted by a member or members of the administrative team absent the related parties.

Building Budget Preparation: Preparation of the budget for buildings will continue as currently practiced. The administrative team will review shared concerns of operation, hiring, staff assignment, and other budget matters. The Superintendent will review the entire budget and make such budget recommendations as advisable for the well being of the entire school system to the RSU 56 School Board, which has final authority over all such matters.

Salary and Contract Negotiations: The Superintendent will provide the negotiations committee with information germane to the State and local wages and benefits. The negotiations committee will make recommendations to the full RSU 56 School Board, which has final authority over all such matters.

Grievance Proceedings: Any grievance issued against an individual who by relationship to the next highest level in the procedure may be subject to perceived conflict of interest will be referred to the administrative team for deliberation. In the event the grievance is not resolved at this level, the matter will be referred to the Board of School Directors for final decision.

Complaints: Any question asserting a conflict of interest may be made in writing and signed by the complaining individual to the Chair or Vice-chair. Together, the Chair and Vice-chair shall refer such matter to the administrative team and/or to the full School Board. This is implicit that the Chair and Vice-chair must refer the complaint to the full Board.

First Reading: September 26, 2017

Second Reading: October 10, 2017

Adopted: October 10, 2017