



3003

Nepotism

Policy 3003

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Review Dates:

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I. PURPOSE

As a public entity the District must be held to high standards to deserve the public trust. Nepotism, or the appearance of nepotism, diminishes the integrity of the district in the public's eye and should be avoided at all times. Employing persons who are related to each other, or who reside with each other, but whose work assignments do not bring them into supervisory work relationships, and whose employment was not influenced by the other does not constitute nepotism. Balancing the ability of the District to attract and keep the best employees for the public purposes of the district with a prohibition against nepotism requires the disclosure of potential conflicts with this policy and district action to prevent and arrange placement of related persons within the district to avoid valid claims of nepotism.

II. GENERAL STATEMENT OF POLICY

- A. No individual shall be assigned, reassigned, permanently or temporarily employed or issued an independent contract in a department, program, location or school where a related person will have administrative or supervisory responsibility over that individual.
- B. No district employee shall be part of the interviewing, hiring or contracting process for a related person.
- C. No district employee shall influence or attempt to influence the hiring, transfer, suspension, promotion, discharge, reward, discipline or adjustment of grievances of a related person. If the district employee has been granted an exception to have a related person under their administrative or supervisory responsibility, any transfer, suspension, promotion, discharge, reward, discipline or adjustment of grievances for the excepted related person shall be handled by the supervisor's superior.
- D. Related persons may work in the same department, location or school so long as the relationship is disclosed and approved by both party's supervisors.
- E. Potential employees are required to disclose their relationship to a district employee who is a related person during the application process.
- F. Employees shall disclose any potential conflict with this policy due to a proposed reassignment, transfer, promotion or demotion, to their supervisor.
- G. Unique circumstances may allow an exception to this policy. Requests for exceptions must be made in writing with sufficient documentation to justify the



exception. Exceptions for circumstances that do not involve a relationship to or with the Superintendent shall be determined by the Superintendent, or Superintendent's designee. Exceptions for circumstances that involve a relationship with the Superintendent shall be determined by the Board of Education upon a recommendation of the chief officer of the Division or Department affected by the employment or contract.

- H. Willful breaches of this policy may result in employee discipline up to and including reassignment or termination of employment.
- I. This policy does not apply generally to situations where students enroll in or are assigned to classes taught by related persons. In such cases, the related person shall notify the Principal of the relationship and the Principal may make reassignments. In the event that no reassignment is made, the related person shall be responsible for making those academic decisions normally incident to their instructional duties.

III. RESPONSIBILITY

- A. The Superintendent is authorized to promulgate regulations to implement this policy.
- B. All employees and all persons under an independent contract with the district or any of its subdivisions are responsible to comply with this policy.

Legal References:

Minneapolis Code of Ordinances, Title 2, Chapter 15, Article II, §15.160

Cross References:

MPS Policy 3000 (Conflicts of Interest and Fiduciary Duty)

MPS Regulations 3003 A (Definitions)

MPS Regulations 3003 B (Reporting, Investigation and Action)