

## Swan River Montessori Charter School

Adopted: 11.20.13

Revised: 2.26.19

### **NEPOTISM POLICY**

#### **PURPOSE**

To clearly define Swan River Montessori Charter School's policy regarding the standards for close relatives working for the Charter School in the same or different departments.

#### **POLICY**

The Board of Directors permits the employment of qualified relatives of employees of the employee's household or immediate family as long as such employment does not, in the opinion of the Charter School, create actual conflicts of interest. For purposes of this policy, "immediate family" is defined as a spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, first cousin, corresponding in-law, "step" relation or any member of the employee's household. The School Director will use sound judgment in the placement of related employees in accordance with the following guidelines:

- Individuals who are related by blood, marriage, or reside in the same household are permitted to work in the same Charter School department, provided no direct reporting or supervisor to subordinate relationship exists. That is, no employee is permitted to work within "the chain of command" when one relative's work responsibilities, salary, hours, career progress, benefits or other terms and conditions of employment could be influenced by the other relative.
- Related employees may have no influence over the wages, hours, benefits, career progress and other terms and conditions of the other related staff members.
- Employees who marry while employed, or become part of the same household are treated in accordance with these guidelines. That is, if in the opinion of the charter school, a conflict arises as a result of the relationship, one of the employees may be transferred at the earliest practicable time.

Any exceptions to this policy must be approved by the Board of Directors and/or the School Director at the time of hiring and prior to contract renewal.