



Central Islip Union Free School District

Board of Education & School District Policy Book

50 Wheeler Rd. | Central Islip | N.Y. | 11722

(631) 348-5000

<https://www.centralislip.k12.ny.us>

Section	Section Title	Type
9000	Personnel Policy Goals	Local
Policy	Policy Title	
9110	Anti-Nepotism Policy	

The employment of 'relatives' of staff; administration or Board members (school personnel) can cause various problems including, but not limited to, charges of favoritism, conflicts of interest, family discord, scheduling conflicts, internal school and district operations dysfunction, public resentment and a myriad of other deleterious impacts upon the mission and operation of the Central Islip UFSD. Accordingly, the Board of Trustees has determined it to be in the best interests of the district to establish a policy which clearly provides and promulgates the intent of the Board to avoid all adverse impacts that can emanate from the hiring of relatives of those individuals associated with the governance and other employees.

For the purposes of this policy, the term "relative" shall include relationships established by blood, marriage or legal action; such as a spouse, mother, father, son, daughter, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, stepparent, stepchild, aunt, uncle, niece, nephew, grandparent, grandson, granddaughter or cousin. The term also includes domestic partners (a person with whom the employee's life is interdependent and who shares a common residence) and a daughter or son of an employee's domestic partner.

As to hiring persons subsequent to the date of the adoption of this policy, the candidate for hire and the school personnel have a responsibility to disclose any family relationships.

The school personnel in a hiring position shall recuse themselves from the hiring process of any family. The Assistant Superintendent for Personnel shall ensure that no persons in such relationships are harmed or receive additional favoritism in the hiring process.

Board members shall abstain from voting in hiring decisions of relatives.

Employment of individuals related to school personnel may be hired and, if currently on staff, retained in their positions provided that:

1. Relatives may not work under the supervision of the same manager;
2. A supervisory/subordinate relationship may not exist between relatives;
3. One relative may not evaluate another relative;
4. The relative relationship will not create an adverse impact on work productivity or performance;
5. The relative relationship will not create an actual or perceived conflict of interest;
6. A relative may not audit or review in any manner the other relative's work.

It is the responsibility of every employee to identify to the Assistant Superintendent for Personnel any potential or existing personal relationships which fall within the ambit of this policy. Relationships addressed within this policy should be reported to the Assistant Superintendent for Personnel and the following protocols will be observed:

1. A determination will be made whether the relationship is subject to the District's Anti-Nepotism Policy;
2. If the relationship is determined to fall within one of the circumstances cited above, the Assistant Superintendent for Personnel will attempt to resolve the circumstance through the transfer of one employee to a new position or identifying some other action which will remediate the conflict or circumstance identified. The Board reserves the right to exercise appropriate managerial judgment to take such actions as may be necessary to achieve the intent of this policy. The Board reserves the right to vary from the guidelines set forth in this policy to address unusual circumstances on a case-by-case basis.

1st Reading: October 15, 2013

2nd Reading: December 9, 2013

Adoption date: December 9, 2013