



## Nepotism

**Personnel  
Policy  
4016**

### Policy Statement

- Relatives of Board members and District employees shall be neither disadvantaged nor provided with preference in employment except as set forth below.
- All hiring actions shall be based solely upon qualifications, and all personnel actions shall be based upon job performance and abilities.
- When the relative of a Board member or current District employee has been hired based on merit, sound judgment shall be exercised in placement of such employees to avoid both actual and perceived conflict of interest.
- Employment, promotion, or transfer of employees shall not result in a close working relationship among relatives. Relatives may be assigned to work in the same school or facility provided that no supervisory relationship exists.
- District employees who become related while employed shall be treated according to these guidelines. If, after becoming related, one relative has direct supervisory authority over the other, one of the employees shall be transferred at the earliest practical time. In case of married employees, the District shall consult with the couple in selecting the spouse to be transferred.
- Board members and District administrators may not participate in or vote upon any specific hiring or personnel actions that directly involve their relatives.
- The Superintendent shall develop procedures to ensure that all employees are aware of these guidelines and those relationships with other employees or Board members are disclosed upon initial application and at any change.

### Definitions

Relative: Those related by blood or marriage including spouses, children, parents, brothers, sisters, grandparents, grandchildren, uncles, aunts, nephews, nieces, cousins, or anyone residing in the same household.

### Responsibility

The Superintendent shall be responsible for compliance.

### References

29 Del. C. §§5805, 5806(e)  
  
Related policies: 2005 Board Member Ethics, 4003 Staff Conduct and Ethics

### Adoption Date

10/21/2009

### Revision/ Reapproval Date