

## STAFF CONFLICT OF INTEREST

### Nepotism

A person may not be employed by the District at a school where a relative is a member of the administrative team or would supervise that employee. Relative as used herein means spouse, child, grandchild, parent, grandparent, brother or sister, and their spouses and the parent, brother, sister, or child of a spouse. Supervision as used herein includes evaluation, setting of day-to-day assignments, authorization of specific hours to be worked on a day-to-day basis, and recommendation or decision-making authority concerning hiring, contract issuance or renewal, salary or wages, job continuation, promotion, demotion, discipline, and dismissal.

Should two (2) employees, through marriage or other legal action, acquire a family relationship that would be prohibited by the preceding paragraph, each employee will be given the option for a period of one hundred twenty (120) days or June 30, whichever is longer, of applying for any available vacancy within the District for which the employee is qualified and selected. If no such vacancies exist, or the employee is not selected for such a position, the Superintendent shall reassign the less senior employee to a position within the District, without loss of salary, wages, or benefits, that will not involve a supervisor-subordinate relationship between the employees, at such time as the Superintendent shall determine to be in the best interests of the District.

This policy shall not prevent the employment of two (2) or more relatives in the same building, or in any setting where one (1) relative is not the supervisor of the other, but prohibits the employment of relatives only where one (1) is the supervisor of the other as supervision is defined above. The provisions of Arizona's conflict-of-interest laws [A.R.S. 38-501 et seq.] shall be observed in addition to this policy.

### Employment of Close Relatives

A dependent of a Board member (a person more than half [1/2] of whose support is obtained from a Board member) cannot be hired in the District except by consent of the Board. The spouse of a Board member cannot be employed by the District.

### Business Relations

Any employee who has, or whose relative has, a substantial interest in any decision of the District shall make known this interest in the official records of the District, and shall refrain from participating in any manner as an employee in such a decision.

### Vendor Relations

No employee of the District will accept gifts from any person, group, or entity doing, or desiring to do, business with the District. The acceptance of any business-related gratuity is specifically prohibited, except for widely distributed, advertising items of nominal value.

This policy should not be construed to deem unacceptable inexpensive novelty advertising items of general distribution. Acceptance of business lunches and holiday gifts for general consumption are acceptable under this policy.

*Adopted:* date of manual adoption

LEGAL REF.: A.R.S. 15-323  
15-421  
15-502  
38-481  
38-501 *et seq.*  
38-503

CROSS REF.: BCB - Board Member Conflict of Interest