NEW CENTURY ACADEMY
Policy 405: ANTI-NEPOTISM POLICY
Original Adoption Date: January 2023
Revision Date(s): May 2025
Review Date(s): March/April/May 2025

I. PURPOSE

The purpose of this policy is to prevent nepotism for full-time and part-time employees at New Century Academy.

II. GENERAL STATEMENT OF POLICY

A. No employee of New Century Academy shall be assigned to a position in which that employee is directly supervised by a relative.

B. This policy does not apply to those employees who are hired to be casual: substitute or temporary employees and those whose total days worked do not exceed sixty (60) days in a fiscal year.

C. The Board of Directors recognizes that specific child, school, or legal demands may call for exceptions to this policy. If situations arise the Director or his/her designee will be responsible for administering these situations.

III. DEFINITION

“Relative” under this policy include the following relationships: the employee’s spouse or ex-spouse, domestic partner, child, domestic partner’s children, mother, father, brother, sister, step-family, aunt, uncle, mother-in-law, father-in-law, daughter-in- law, son-in-law, brother- in-law, sister-in-law, grandparents and grandchildren of the employee spouse, or member of the employee’s household, other than roommates.

IV. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

Legal References:
Minnesota Statute 124E.07, Subd. 5 (b)
Minnesota Statute 473.704, Subd. 5

Cross References:
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)
MSBA/ MASA Model Policy 410 Orig. 1995 Revised: 2015