

**EMPLOYMENT OF AND CONTRACTUAL RELATIONSHIPS WITH  
RELATIVE OF MEMBER OF BOARD OF EDUCATION OR  
RELATIVE OF EMPLOYEE**

**POLICY**

It is the policy of the Board of Education of Tulsa Technology Center that an individual who is related to a member of the Board of Education within the second degree of consanguinity or affinity shall not be employed or put under contract with the District in any capacity.

It is also the policy of the Board of Education that an individual who is employed or put under contract with the District as a regular full-time employee who is related to another regular full-time employee shall be subject to the following guidelines: the Superintendent shall be empowered to place any restrictions or conditions on job assignment or duties of these employees as considered reasonable, provided that (1) no two members of the same family shall work in the same office, work unit, department or campus where District funds are handled; (2) no two members of the same family shall occupy a position of director-instructor or supervisor-supervisee, or occupy a position which would require one family member to rate or assess the job performance of the other; (3) no employee shall be permitted to work within the "chain of command" or in a reporting or supervisory/management relationship in which one relative's work responsibilities, salary, or career progress could be influenced by the other relative; (4) no employee shall participate in a professional review or in decisions that affect a relative such as the hiring, promotion, retention and contractual arrangements; (5) no two members of the same family shall have the same direct reporting relationship; and (6) no District Administrator (defined as Assistant Director, Dean, Director, Officer, Assistant Superintendent, Associate Superintendent and Superintendent) shall have a relative employed by the District.

For the purpose of this section relatives are defined as parents (natural or step) or legal guardians, spouse, children (natural, adopted or step), brothers or sisters (natural, half or step), mothers-in-law, fathers-in-law, sons-in-law, daughters-in-law, brothers-in-law, sisters-in-law, grandparents, grandchildren, uncles, aunts, cousins, nieces and nephews. The terms "brothers-in-law" and "sisters-in-law" include individuals who are married to natural, half- or step-sisters or brothers.

This policy shall also apply to the employment of substitute, part-time or temporary employees who are related to other employees, including regular full-time employees.

Individuals who are regular full-time employees of the District on the date this policy is adopted shall not be excluded from continued employment by reason of a family relationship existing with another employee. Pre-existing employment relationships that are modified over time in the course of different assignments may not be again reassigned back into a prohibited relationship. The Superintendent shall be empowered to place any restrictions or conditions on job assignment or duties of these employees as considered reasonable provided that (1) no two members of the same family shall work in the same office, work unit, department or campus where District funds are handled; (2) no two members of the same family shall occupy a position of director-instructor or supervisor-supervisee, or occupy a position which would require one family member to rate or assess the job performance of the other; (3) no employee shall be permitted to work within the "chain of command" or in a reporting or supervisory/management relationship in which one relative's work responsibilities, salary, or career progress could be influenced by the other relative; (4) no employee shall participate in a professional review or in decisions that affects a relative, such as the hiring, promotion, retention and contractual arrangements; and (5) no two members of the same family shall have the same direct reporting relationship.

REFERENCE: 70 O.S. § 5-113.1