

1540.1 SUPERVISORY EMPLOYEE RELATIONSHIP

1. Consensual romantic or sexual relationships between supervisors and subordinates are strongly discouraged. Such relationships must be reported and addressed in accordance with this policy.
2. Supervisors are subject to the requirements under this policy due to the power imbalance inherent in their relationship with other staff, their status as community leaders and role models, their access to sensitive information, the need for impartiality, and their ability to affect the employment of individuals in subordinate positions. Supervisors include, without limitation:
 - a. persons in supervisory roles in the organizational chart/chain of command structure;
 - b. principals and assistant principals in relation to anyone working in their building (or buildings, in the case of South Mountain and the Annex); and
 - c. any employee who supervises, manages, evaluates, or directs the work of another individual, or has authority over the terms and conditions of employment of the other individual.
3. If a relationship is being considered between someone in a supervisory role and a subordinate, or if such a relationship has begun, the supervisor must promptly inform the District's human resources department; the subordinate may inform the human resources department. The person receiving the report shall maintain confidentiality to the greatest extent possible.
4. Upon notification, the District will take appropriate action, which may include, without limitation, transferring one party and/or ensuring that the parties no longer work together on matters where one is able to influence the other or take action for the other.
 - a. Matters such as evaluation, hiring, firing, promotion, performance management, compensation decisions and financial transactions are examples of situations that may require reallocation of duties to avoid any actual or perceived reward or disadvantage.
 - b. In the event the District in its sole discretion determines that one person in the relationship must be transferred, the supervisor will be transferred unless the District and both parties agree otherwise.
5. A supervisor's failure to report a romantic or sexual relationship under this policy or failure to cooperate with the District to resolve a conflict or issue caused by such relationship may be deemed insubordination and result in disciplinary action up to and including termination.
6. Supervisors who allow personal relationships with co-workers or subordinates to adversely affect the work environment will be subject to the District's disciplinary policy, as well as Title IX and/or Affirmative Action investigations as applicable.

The Board directs the Superintendent to create an Employee Handbook that supports staff in understanding their roles, responsibilities, and obligations to their students, to their colleagues,

and to their profession. This handbook should include detailed examples of Title IX and Affirmative Action violations and boundaries, and include how personal relationships can have an impact on a person's professional career.

First Reading: November 15, 2021

Second Reading: December 20, 2021

Adopted: