



AGENDA

BOARD OF DIRECTORS SPECIAL BOARD MEETING

Time: October 19, 2022 6:00pm

Middle School Campus, Room 5

Join Zoom Meeting

<https://us02web.zoom.us/j/6362513717>

Mission Statement

Chico Country Day School provides a safe, joyful environment where all learners are inspired to achieve their personal best.

2022-2023 CCDS Board Members:

Thang Ho, Chair

Devjani Banerjee-Stevens, Vice Chair

Santy Gray, Secretary

Ross Simmons, Treasurer

Melissa Pearson, Member

Jamie Clyde, Member

Charles CC Carter, Member

1. CALL TO ORDER & ROLL CALL

2. SPECIAL SESSION (5:30pm)

2.1 Approval of Special Agenda

2.2 CCDS Anti-nepotism policy

3. ADJOURNMENT: Adjourn; Next Regular Meeting is December 7, 2022

Information, Procedures and Conduct of CCDS Board Meetings:

Student Participation:

At the discretion of the Board Chair, students may be given priority to address items to the Board

Public input on specific agenda items and those items not on the agenda:

The CCDS Board of Directors welcomes and encourages public comments. Any person of the public desiring to speak shall be allowed to speak during public comment time and has the option of speaking once on any agenda item when it is being discussed. Speaking time shall generally be limited to three minutes, unless a longer period is permitted by the Board Chair. In the case of numerous requests to address the same item, the Board may select representatives to speak on each side of the item. Each person who addresses the Board must be first recognized by the presiding officer and give his or her name. Comments must be directed to the Board as a whole and not to individual board members or employees. The Board shall not take action or enter into discussion or dialog on any matter that is not on the meeting agenda, except as allowed by law. Items brought forth at this part of the meeting may be referred to the Administration or the Board may take the item under advisement. The matter may be placed on the agenda of a subsequent meeting for discussion or action by the Board.

Special Needs: If you have special needs because of a disability or you require assistance or auxiliary aids to participate in the meeting, please contact the CCDS office at 530.895.2650. CCDS will attempt to accommodate your disability.

Copies of Agendas and Related Materials: Materials are available at the meeting, on the website at www.chicocountryday.org, or in the Main office prior to the meeting

@ 102 W. 11th Street, Chico, CA 95928.



CHICO COUNTRY DAY SCHOOL

Anti-Nepotism Policy

The employment of relatives can cause various problems including but not limited to charges of favoritism, conflicts of interest and scheduling conflicts that may work to the disadvantage of CCDS and its employees.

For the purposes of this policy, the term “relative” shall include relationships established by blood, marriage or legal action. Examples include an employee’s spouse, mother, father, son, daughter, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, stepparent, stepchild, aunt, uncle, nephew, niece, grandparent, grandson or cousin. The term also includes domestic partners (a person with whom the employee’s life is interdependent and who shares a common residence) and, a daughter or son of an employee’s domestic partner.

It is the policy of CCDS to avoid creating or maintaining circumstances in which the actuality, appearance or possibility of favoritism, conflicts or management disruptions exist due to nepotism. Unless approved by CCDS’s Chief Executive Officer (“CEO”) based on the needs of CCDS or other extenuating circumstances¹, CCDS will not employ an individual who is a relative of a current employee under any of the following circumstances:

- A supervisor/subordinate relationship will exist between employees who are related;
- An employee will be required to supervise or evaluate a relative;
- The relationship creates an actual or perceived conflict-of-interest;
- An employee will be required to audit or review in any manner a relative’s work; or
- Any other reason that the CEO believes will create the appearance of nepotism or disruption of the workplace.

Individuals are also not eligible for employment if a member of the individual’s immediate family (spouse, children, parents, grandparents, brothers, sisters, step family members, in-law family members) serves on CCDS’s Board of Directors or any committee which has authority to review or order personnel actions or wage and salary adjustments which could affect his/her job.

¹ If the employee is a relative of the CEO, the hire must be approved by the Board of Directors, and the supervisor must be either the Chief Business Officer or Human Resources Manager, or as otherwise directed by the Board.

In the event a circumstance of nepotism arises after employment, e.g., two existing employees marry or enter into domestic partnership while both employed by CCDS, the CEO shall take all practicable steps to ensure that no supervisor/subordinate relationship will exist, and that neither employee will be required to supervise or evaluate the other.

CCDS reserves the right to exercise appropriate managerial judgment to take such actions as may be necessary to achieve this intent of this policy. CCDS reserves the right to vary from the guidelines outlined in this policy to address unusual circumstances on a case by case basis.

It is the responsibility of every employee to identify to CCDS's CEO any potential or existing relationships covered by this policy. Employees who fail to disclose relationships covered by this policy will be subject to disciplinary action up to and including termination of employment.