

**NEW JERSEY DEPARTMENT OF EDUCATION
OFFICE OF FISCAL ACCOUNTABILITY AND COMPLIANCE
CORRECTIVE ACTION PLAN**

SCHOOL DISTRICT NAME Monroe Township School District COUNTY Middlesex

TYPE OF EXAMINATION Investigation concerning the use of the "Dr." designation in a yearbook

DATE OF BOARD MEETING July 20, 2022

CONTACT PERSON Chari Chanley, Superintendent Chari.Chanley@Monroe.K12.NJ.US

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| RECOMMENDATION NUMBER | CORRECTIVE ACTION | METHOD OF IMPLEMENTATION | INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION | COMPLETION DATE OF IMPLEMENTATION |
|--|--|---|---|-----------------------------------|
| OFAC Case# INV-02-22 Report dated May 19, 2022 | Board will adopt a policy that employees who wish to append to their name a title or letters indicating the attainment of a higher education degree shall provide the District with verification of their receipt of the degree or certificate for which the letters are registered. | Such verification will be required before any employee is allowed to append such title or letters to their name as it appears in/on the following: District website; District letterhead; all District correspondence, including email; and any District publications, including yearbooks Employees already using such titles shall | Building Principals and Superintendent | Ongoing |

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| | | be required to provide verification by September 21, 2022. | | |
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 Chari Chanley, Superintendent

7/20/2022
 Date


 Acting Board Secretary

07/20/22
 Date