



MONROE TOWNSHIP SCHOOLS  
423 Buckelew Avenue  
Monroe Township, New Jersey 08831  
[www.monroe.k12.nj.us](http://www.monroe.k12.nj.us)

ADAM M. LAYMAN, Ed.D.  
Assistant Superintendent of Schools

Deborah Gialanella  
Confidential Secretary

TO: New School Personnel

FROM: Adam M. Layman, Ed.D  
Affirmative Action Officer

RE: Affirmative Action Program and District Policies

Welcome to Monroe Township School District. As the Affirmative Action Officer for the school district, it is my responsibility to inform you about the policies regarding equal educational and employment opportunities.

The Monroe Township Board of Education provides opportunities for all individuals and maintains a learning and working environment free of harassment and discrimination.

In compliance with laws and regulations, policies addressing harassment and other affirmative action issues have been adopted by the Board of Education. An Affirmative Action Plan has been developed to identify and correct all discriminatory and inequitable educational and hiring policies, patterns, programs, and practices affecting its facilities, programs, pupils, and staff.

The goals of the Affirmative Action program shall recognize and value the diversity of persons and groups within society and promote the acceptance of persons of diverse backgrounds regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status. The Affirmative Action program will also promote equal educational opportunity and foster a learning environment that is free from all forms of prejudice, discrimination, and harassment based upon race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status in the policies, programs, and practices of the Board of Education.

If you have any concerns or questions regarding our educational or employment programs, please contact me at the above number. I suggest you carefully review the policies contained in the teacher's handbook, and in the policy books located in each office throughout the district. Complete details concerning affirmative action issues, as well as the grievance procedures, are fully explained.

I wish you every success as an employee in the Monroe School District. Once again, welcome and good luck in your new position.