

**New Jersey State Department of Education
Division of Field Services**



**Comprehensive Equity Plan
for School Years 2019-20 through 2021-22**

Forms and Instructions
To Assist School Districts, Charter Schools and Renaissance Schools in Developing
A Comprehensive Equity Plan to Provide
Equality and Equity in Educational Programs

Due Date: On or before June 14, 2019

**“Managing for Equality and Equity in Education”
Three Year Comprehensive Equity Plan**

School Years 2019-2020 through 2021-2022

Table of Contents

Comprehensive Equity Plan for School Years 2019-20 through 2021-22.....	0
“Managing for Equality and Equity in Education”	1
<i>New Jersey State Board of Education</i>	<i>2</i>
<i>General Information</i>	<i>3</i>
Purpose	3
Federal Laws.....	3
State Laws	3
Questions	3
Submission Deadlines	3
Resources for more Information About Equity and Equality in Education	4
<i>Instructions For Completion of the Comprehensive Equity Plan.....</i>	<i>4</i>
Step 1: Establish the Affirmative Action Team, N.J.A.C. 6A:7-1.5 (Appendix A)	4
Step 2: Conduct Needs Assessment (Appendix B)	4
Step 3: Develop the Comprehensive Equity Plan (CEP) (Appendix C).....	5
Step 4: Complete the Statement of Assurance (Appendix D)	5
Step 5: Obtain the following Board Resolutions and attach them to the CEP.....	6
Step 6: Assemble the Submission Package in this order:.....	6
Step 7: Submit the CEP.....	6
<i>Comprehensive Equity Plan</i>	<i>7</i>
Accountability:	7
Sanctions:	7
<i>Appendix A Affirmative Action Team Form</i>	<i>8</i>
Affirmative Action Team	9
<i>Appendix B Comprehensive Equity Plan Needs Assessment.....</i>	<i>10</i>
District, Charter School and Renaissance School Project Comprehensive Equity Plan Needs Assessment	11
<i>Appendix C Comprehensive Equity Plan Corrective Actions</i>	<i>29</i>
Comprehensive Equity Plan Corrective Actions.....	30
<i>Appendix D.....</i>	<i>37</i>
Comprehensive Equity Plan Statement of Assurance.....	38
Comprehensive Equity Plan Statement of Assurance 2020-2021	39
Comprehensive Equity Plan Statement of Assurance 2021-2022	40

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General Information

Purpose

In January 2017, the State Board of Education re-adopted N.J.A.C. 6A:7, Managing for Equality and Equity in Education, which outlines responsibilities for achieving and maintaining compliance with all state and federal laws governing equity in educational programs. As a result, all school districts, including charter schools and renaissance school projects are mandated to develop a three-year Comprehensive Equity Plan (CEP). The responsibility of each board of education and board of trustees of every public school district, charter school and renaissance school project in New Jersey is to identify and correct all discriminatory and inequitable policies, programs, practices and conditions within or affecting its schools. The role of the New Jersey Department of Education (NJDOE) is to ensure that each district, charter school and renaissance school project complies with equality and equity requirements, and to provide guidelines to accomplish that result.

The CEP enables school districts, charter schools and renaissance school projects to demonstrate compliance with all applicable laws, codes, and regulations, including, but not limited to, the following:

Federal Laws

- Titles VI and VII of the Civil Rights Act of 1964
- Title IX of the Education Amendments of 1972
- Section 504 of the Rehabilitation Act of 1973
- Equal Pay Act
- The Americans with Disabilities Act of 1990
- Individuals with Disabilities Education Act (I.D.E.A.)

State Laws

- Article I, Paragraph 5 of the New Jersey State Constitution
- N.J.S.A.18A:36-20, Equality in Educational Programs
- N.J.S.A.10:5 New Jersey Law Against Discrimination
- New Jersey Administrative Code (N.J.A.C.) 6A:7
- N.J.S.A. 18A:35-1, History of the United States and New Jersey
- N.J.S.A. 18A:36-20, Prohibition of Discrimination

Questions

Questions regarding the development, submission, and implementation of the Comprehensive Equity Plan may be sent to countyoffices@doe.nj.gov. Additionally, questions may be directed to the county education specialist at the County Office of Education. The contact list for the county offices of education is available on the NJDOE [County Information and Services](#) webpage.

Submission Deadlines

School districts, charter schools and renaissance school projects must submit the original Comprehensive Equity Plan and corresponding forms to the **County Office of Education** for review and approval no later than **Friday, June 14, 2019** for implementation of the 2019-2020 CEP to begin on September 1, 2019.

Resources for more Information About Equity and Equality in Education

- [NJ State Division on Civil Rights website](#)
- [U.S. Dept. of Education Office for Civil Rights website](#)
- [U.S. Commission on Civil Rights website](#)
- [U.S. Dept. of Justice Civil Rights Division website:](#)

Instructions For Completion of the Comprehensive Equity Plan

Step 1: Establish the Affirmative Action Team, [N.J.A.C. 6A:7-1.5](#) (Appendix A)

Each district, charter schools and renaissance school projects shall annually designate a member of its staff as the affirmative action officer (AAO) and provide a resolution approving the AAO. The district, charter school and renaissance school project shall form an affirmative action team (AAT) – a minimum of three individuals – of whom the AAO is a member, to conduct a needs assessment and to develop the CEP. The Department encourages districts, charter schools and renaissance school projects to ensure a diverse stakeholder group and to invite a member of the community as part of the team. The members of the AAT must be identified on the form provided in this manual (Appendix A)—Affirmative Action Team.

Step 2: Conduct Needs Assessment (Appendix B)

Each school district, charter school and renaissance school project board shall use the Appendix B entitled, “District, Charter School and Renaissance School Project Needs Assessment” to conduct a needs assessment of each school. This document is intended to be used as a checklist to assist the AAO and the AAT to identify and eliminate discriminatory practices and other barriers to achieving equity in educational programs. The completed Needs Assessment must be submitted to the county office as part of the documentation that accompanies the Comprehensive Equity Plan. When citing documentation in the Needs Assessment, you **must** include the document title, date of board of education or board of trustees’ adoption or page number in the document being provided. In conducting the needs assessment, the AAT will ascertain whether the school district (and each school within the district), charter school or renaissance school project is in compliance with each requirement in the checklist, and, whether there are internal monitoring procedures in place to ensure continuing compliance. Those items needing correction or requiring an internal monitoring procedure or system will form the basis for the improvement strategies that will be proposed in the CEP.

The school district, charter school or renaissance school project Needs Assessment checklist contains four sections:

- I. Board Responsibility - This section sets forth the types of policies and resolutions that the Board must adopt (create if nonexistent, revise if existing but deficient) in order to comply with applicable law. This section outlines specific areas that must be addressed in these policies and resolutions.
- II. Staff Development - Staff development and training on equity matters is required annually for all staff, certificated and non-certificated.
- III. School and Classroom Practices - This section sets forth the equity requirements for four categories: curriculum, student access, guidance, and physical education/athletics.
- IV. Employment and Contract Practices - This section outlines the basic practices that must be observed to comply with equity requirements in this area.

Note: At the beginning of each section of the Needs Assessment, the laws and codes that specifically apply to the section have been provided for your convenience. The Department encourages the AAT preparing the CEP to refer to these sources of legal authority and become acquainted with the mandates they contain.

Step 3: Develop the Comprehensive Equity Plan (CEP) (Appendix C)

After identifying the items that need correction from the Needs Assessment, improvement strategies covering the next three years must be developed for each one of these identified items. For this purpose, forms specific to each assessment section are provided with this packet.

- I. Board Responsibilities
- II. Staff Development
- III. School and Classroom Practices (One for each sub-area: Equality and Equity in Curriculum, Equality and Equity in Student Access, Equality and Equity in Guidance Programs, and Equality and Equity in Physical Education/Athletic Programs)
- IV. Employment and Contract Practices

The plan to correct or address each item that needs correction must be on the form covering the corresponding section (Board Responsibilities, Staff Development, School and Classroom Practices, and Employment and Contract Practices). Use the Needs Assessment categories and sub-categories as your guide. Each form contains space to include each of the elements of the plan. For each form:

Identify Items that were Not Compliant - In the CEP, enter the section or subsection of noncompliance identified in the Needs Assessment. If a school within a district is not compliant; identify the school(s) by name in the Needs Assessment. If the district, charter school or renaissance school project itself is not compliant, write "district wide, charter school-wide or renaissance school project-wide." If one school is out of compliance, the entire district is out of compliance and a plan to address the noncompliant schools must be developed.

Develop Improvement Strategies – List each identified need from the corresponding number in the Needs Assessment (e.g., I.D.1) together with the strategies/activities you will use to improve or correct the deficiency. A district, charter school or renaissance school project should ensure that its strategies are specific, measurable, achievable, realistic and time-bound (S.M.A.R.T.).

Assign Staff Responsible – List the names and titles of the personnel that will implement the proposed strategies and activities.

Plan the Implementation Timeline - Indicate the year or specific timeframe that the strategy or activity will take place, i.e. 2019-2020 school year; 2020-2021 school year, ongoing, etc.

Provide Evidence of Completion – List the indicator(s) and/or documentation that will be made available for review, if requested, which will verify that the identified need is being or was corrected. Use qualitative or quantitative methods depending on the type of problem that is being corrected. This will set forth the basis for approval of the CEP. Omission of this information will result in disapproval of the CEP; it will be returned for revisions.

A district, charter school and renaissance school project may include more than one "identified item as deficient or non-compliant" and accompanying strategies to correct the problem in one form or submit a separate form for each.

Step 4: Complete the Statement of Assurance (Appendix D)

The Statement of Assurance is submitted with the Comprehensive Equity Plan to ensure district, charter school and renaissance school project compliance with statute and code. The Chief School Administrator or Charter School Lead Person must sign and date the Statement of Assurance in the space indicated at the bottom of the form.

Step 5: Obtain the following Board Resolutions and attach them to the CEP

The following Board resolutions must be attached to the CEP:

- Annual resolution appointing the Affirmative Action Officer for 2019-20 school year;
- Resolution authorizing the Affirmative Action Team to conduct the Needs Assessment and develop a Comprehensive Equity Plan; and
- Resolution authorizing the submission of the proposed Comprehensive Equity Plan.

Step 6: Assemble the Submission Package in this order:

1. Statement of Assurance (Appendix D)
2. Resolution appointing the Affirmative Action Officer
3. Resolution authorizing the Affirmative Action Team to conduct the Needs Assessment and develop a Comprehensive Equity Plan;
4. Resolution authorizing the submission of the proposed Comprehensive Equity Plan.
5. List of Affirmative Action Team members (Appendix A)
6. District, Charter School and Renaissance School Project Needs Assessment (Appendix B)
7. Comprehensive Equity Plan forms, if applicable (Appendix C)

Step 7: Submit the CEP

Submit one (1) original CEP to the County Office of Education on or before Friday, June 14, 2019. The contact list for the county offices of education is available on the NJDOE [County Information and Services](#) webpage.

****After approval and implementation of the comprehensive equity plan, each school district, charter school or renaissance school project is required to submit the annual statement of assurance to their respective county office of education by September 1, 2019. (Appendix D).**

Comprehensive Equity Plan

Accountability:

Each school district, charter school and renaissance school project must review the approved Comprehensive Equity Plan (CEP) on an annual basis and submit a statement of assurance regarding the CEP implementation to the County Office of Education no later than September 1 of each year. Statements of Assurance forms for each school year are attached as Appendix D.

A sampling of school districts, charter school or renaissance school project may be reviewed by the New Jersey Department of Education on an annual basis for compliance of the approved Comprehensive Equity Plan.

Sanctions:

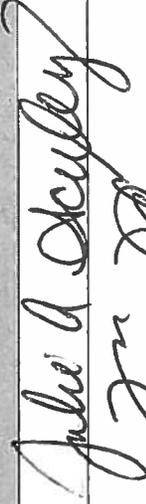
As noted in 6A:7-1.9(f), "If the district board of education or charter school does not implement the comprehensive equity plan within 180 days of the approval date of the plan, or fails to report its progress annually, sanctions deemed to be appropriate by the Commissioner of Education or his/her designee shall be imposed, and may include action to suspend, terminate or refuse to award continued federal or state financial assistance, pursuant to N.J.S.A. 18A:55-2."

*In accordance with NJS 18A:36C-7h. Renaissance school projects are bound to the laws and regulations that govern charter schools

APPENDIX A: AFFIRMATIVE ACTION TEAM

The following Affirmative Action Team (AAT) members that participated in the development of the needs assessment and Comprehensive Equity Plan. The AAT must consist of a minimum of three personnel and be comprised of diverse stakeholders.

SCHOOL DISTRICT, CHARTER SCHOOL AND RENAISSANCE SCHOOL PROJECT NAME:

NAME	TITLE	GRADE LEVEL (if applicable)	SIGNATURE
Julie A. Scully	District Affirmative Action Officer		
Frank Rizzo	District Affirmative Action Officer		
Matthew Szuchy	Director of Curriculum		
Frank Torcasio	Athletic Director		
Donetta Beatty	Vice Principal/ Building AAO	9-12	
Melissa Sheppard	Principal	9-12	
Christine Jones	Vice Principal/Building AAO	9-12	Christine Jones
Kim Loring	Teacher	9-12	
Bill Murray	BOE President		

APPENDIX B: COMPREHENSIVE EQUITY PLAN NEEDS ASSESSMENT

Directions: Indicate compliance by yes or no. If non-compliant, list the name of the school(s) not in compliance; specific areas identified as non-compliant MUST be addressed on the Comprehensive Equity Plan forms.

I. <u>BOARD RESPONSIBILITY</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date of Adoption or revision	List name of noncompliant school(s) in the district
<p>NJAC 6A:7-1.7; Title VII, Civil Rights Act of 1964; Section 504, Rehabilitation Act of 1973; N.J.S.A. 10:5, Title IX; U.S. Supreme Court, 1982; Plyler v. Doe; N.J.A.C. 6A:15-1.7; Castañeda v. Pickard</p> <p>A. Adopt or re-adopt written equality and equity policies, requiring the following:</p>			<p>P = Policy R = Regulation</p>	
<p>1) Equality and Equity in School and Classroom Practices, that shall, as a minimum, do the following:</p> <p>a) Identify and address all forms of prejudice and discrimination in all district, charter and renaissance school project programs, practices, curricula, instructional materials and assessments.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy 1523 – Comprehensive Equity Plan • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity • Policy 5755 – Equity in Educational Programs and Services 	<p>P1140 Sept 2016 P1523 Sept 2016 P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009 P5755 Sept 2016</p>	
<p>b) Ensure equal access to all schools, facilities, programs, activities, and benefits for all students, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy 1523 – Comprehensive Equity Plan • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity • Policy 5755 – Equity in Educational Programs and Services 	<p>P1140 Sept 2016 P1523 Sept 2016 P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009 P5755 Sept 2016</p>	
<p>c) Provide equitable treatment for pregnant and married students.</p>	Yes	<ul style="list-style-type: none"> • Policy 2416 – Programs for Pregnant Students • Policy 5752 – Marital Status and Pregnancy 	<p>P2416 April 2009 P5752 April 2009</p>	

I. <u>BOARD RESPONSIBILITY</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date of Adoption or revision	List name of noncompliant school(s) in the district
d) Prohibit or eliminate all forms of harassment, including sexual harassment, intimidation and bullying. (P.L.2010,c122).	Yes	<ul style="list-style-type: none"> • Policy 1523 – Comprehensive Equity Plan • Policy 5512 – Harassment, Intimidation, and Bullying • Policy & Regulation 5751 – Sexual Harassment 	P1523 Sept 2016 P5512 Sept 2018 P5751 Dec 2017 R5751 Sept 2015	
2) Equality in Employment and Contract Practices for all persons, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status.	Yes	<ul style="list-style-type: none"> • Policy 1523 – Comprehensive Equity Plan • Policy & Regulation 1530 – Equal Employment Opportunity • Policy 1550 – Equal Employment/Anti-Discrimination Practices 	P1523 Sept 2016 P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018	
3) Appoint an Affirmative Action Officer (AAO) who can also serve as or coordinate with the Section 504 Officer and/or the district, charter and renaissance school project's Title IX Coordinator.	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program 	P1140 Sept 2016	
4) Provide staff development to ensure that all equity requirements comply with N.J.A.C. 6A:7-1.6.	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program 	P1140 Sept 2016	
B. Authorize the Affirmative Action Team to develop a Needs Assessment and a Comprehensive Equity Plan, implement the plan over a three-year period of time, submit an annual Statement of Assurance of its implementation and progress.	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy 1523 – Comprehensive Equity Plan 	P1140 Sept 2016 P1523 Sept 2016	
C. Collect and analyze Annual Yearly Progress (Progress Targets) data for underperforming subgroups disaggregated by gender, race, ethnicity, limited English proficiency, special	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy & Regulation 2423 – Bilingual and ESL Education • Policy 2610 – Educational Program Evaluation 	P1140 Sept 2016 P2423 Sept 2016 R2423 Sept 2016 P2610 Sept 2016	

	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date of Adoption or revision	List name of noncompliant school(s) in the district
<p>I. <u>BOARD RESPONSIBILITY</u></p> <p>education, migrant status, date of enrollment, student suspension, expulsion, child study team referrals; Pre-K-12 promotion/retention data; Pre-K-12 completion rates and re-examination and re-evaluation of classification and placement of students in special education programs if there is over representation within certain groups; staffing practices; quality of program data; and stakeholder satisfaction data. Identify any school-level underperforming subgroups on Annual Yearly Progress (Progress Targets) reports for state assessments.</p>		<ul style="list-style-type: none"> Policy 2622 – Student Assessment 	P2622 April 2017	
<p>D. Adopt the Comprehensive Equity Plan (CEP) by board resolution, and facilitate and support implementation of the CEP, by undertaking the following actions:</p>	Yes	<ul style="list-style-type: none"> Policy 1140 – Affirmative Action Program Policy 1523 – Comprehensive Equity Plan 	P1140 Sept 2016 P1523 Sept 2016	
<p>1) Inform the school community about the Board's policies prohibiting bias, harassment, discrimination and segregation; and ensuring equality in educational programs.</p>	Yes	<ul style="list-style-type: none"> Policy 1140 – Affirmative Action Program Policy 5512 – Harassment, Intimidation, & Bullying Posted on website www.bhprsd.org Posted in student handbook 	P1140 Sept 2016 P5512 Sept 2018	
<p>2) Define the responsibilities of the AAO (Affirmative Action Officer/504 Officer, and/or Title IX Coordinator); require that the AAO be a certificated staff person; and, train the AAO to handle the equity responsibilities.</p>	Yes	<ul style="list-style-type: none"> Policy 1140 – Affirmative Action Program Approved on BOE report, listed in opening day booklet, listed on website and in student/staff handbook All staff GCN Training – Affirmative Action – NJ AAO district training two times a year AAO attend training at FEA for AAO 	P1140 Sept 2016	

	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date of Adoption or revision	List name of noncompliant school(s) in the district
<p>I. <u>BOARD RESPONSIBILITY</u></p> <p>3) Provide students, staff and the community with contact information for the AAO and publicize the location and availability of the CEP, policy(ies), grievance procedures and annual reports.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy & Regulation 1510 – Americans with Disabilities Act • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Posted on website www.bhprsd.org 	P1140 Sept 2016 P1510 Nov 2018 R1510 Feb 2017 P2260 Sept 2016 R2260 April 2009	
<p>4) Investigate and resolve discrimination complaints, grievances and incidents between students and staff or among students, based on race, national origin, sexual orientation, gender, religion, English proficiency, housing status, socio-economic status or disability.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy & Regulation 1510 – Americans with Disabilities Act • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity 	P1140 Sept 2016 P1510 Nov 2018 R1510 Feb 2017 P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009	
<p>5) Report on progress made in meeting the adequate yearly targets established for closing the achievement gap as set by the Department of Education.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices 	P1140 Sept 2016 P2260 Sept 2016 R2260 April 2009	
<p>6) Authorize the AAO to conduct yearly equity training for all staff.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program 	P1140 Sept 2016	
<p>E. A county vocational school district shall admit resident students based on board-approved policies and procedures that ensure equity and access for enrollment that shall be posted on the school district, charter and renaissance school project's website. N.J.A.C. 6A:19-2.3(b), Career and Technical Education Programs and Standards.</p>	Yes	(For County Vocational School Districts Only) <ul style="list-style-type: none"> • Policy & Regulation 5111 – Eligibility of Resident/Nonresident Students 	P5111 Jan 2018 R5111 Sept 2017	

II. <u>STAFF DEVELOPMENT AND TRAINING</u> N.J.A.C. 6A:7-1.6 & N.J.S.A. 10:5	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
<p>A. Provide staff development, which will be open to parents and community members, to identify and resolve problems associated with the student achievement gap and other inequities arising from prejudice regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, housing status or socioeconomic status every school year to:</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Annual GCN Training on: Affirmative Action – NJ; Anti-Bullying Bill of Rights-NJ, Civil Rights-NJ; Transgender and gender Non-Conforming Awareness in Schools 	P1140 Sept 2016	
<p>1) Certificated (administrative and professional) staff.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy & Regulation 3240 – Professional Development for Teachers and School Leaders • Annual GCN Training on: Affirmative Action – NJ; Anti-Bullying Bill of Rights-NJ, Civil Rights-NJ; Transgender and gender Non-Conforming Awareness in Schools 	P1140 Sept 2016 P3240 Jan 2018 R3240 Aug 2017	
<p>2) Non-certificated (non-professional) staff.</p>	Yes	<ul style="list-style-type: none"> • Policy 1140 – Affirmative Action Program • Policy 4240 – Employee Training • Annual GCN Training on: Affirmative Action – NJ; Anti-Bullying Bill of Rights-NJ, Civil Rights-NJ; Transgender and gender Non-Conforming Awareness in Schools 	P1140 Sept 2016 P4240 April 2009	

III. <u>SCHOOL AND CLASSROOM PRACTICES</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
<p>A. Equality and Equity in Curriculum N.J.A.C. 6A:7-1.7(b); Section 504, Rehabilitation Act of 1973; N.J.S.A. 10:5; Title IX, Education Amendments of 1972, U.S. Supreme Court, 1982; Plyler v. Doe; N.J.A.C. 6A:15-1.7; Castañeda v. Pickard</p> <p>1) Ensure that the district, charter school or renaissance school project's curriculum and instruction are aligned to the State's Core Curriculum Content Standards and that they address the elimination of discrimination and the achievement gap, as identified by underperforming school-level AYP (Progress Targets profiles) for State assessment, by providing equity in educational programs and by providing opportunities for students to interact positively with others regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, immigration status, English proficiency, housing status or socioeconomic status. Areas covered include, but are not limited to, the following:</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy & Regulation 2200 – Curriculum Content • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy 5755 – Equity in Educational Programs and Services 	<p>P2200 Sept 2016 R2200 April 2009 P2260 Sept 2016 R2260 April 2009 P5755 Sept 2016</p>	
<p>a) School climate and culture, safe and positive learning environment</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy 5512 – Harassment, Intimidation, & Bullying • Policy & Regulation 5750 – Equal Educational Opportunity 	<p>P2260 Sept 2016 R2260 April 2009 P5512 Sept 2018 P5750 Dec 2017 R5750 April 2009</p>	

III. <u>SCHOOL AND CLASSROOM PRACTICES</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
		<ul style="list-style-type: none"> Freshman Seminar Curriculum 		
b) Courses of study, including physical education	Yes	<ul style="list-style-type: none"> Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices Policy 2422 – Health and Physical Education Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April 2009 P2422 May 2016 P5750 Dec 2017 R5750 April 2009	
c) Library materials/instructional materials and strategies	Yes	<ul style="list-style-type: none"> Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009	
d) Technology/software and audiovisual materials	Yes	<ul style="list-style-type: none"> Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April P5750 June 2016 R5750 Nov 1992	
e) Guidance and counseling, including harassment, intimidation and bullying, sexual harassment and grievance procedures	Yes	<ul style="list-style-type: none"> Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices Policy & Regulation 2411 – Guidance Counseling Policy 5512 – Harassment, Intimidation, and Bullying Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April 2009 P2411 Sept 2016 R2411 April 2009 P5512 Sept 2018 P5750 Dec 2017 R5750 April 2009	
f) Extra-curricular programs and activities	No	<ul style="list-style-type: none"> Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009	Highland Triton Timber Creek

III. <u>SCHOOL AND CLASSROOM PRACTICES</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
g) Tests and other assessments	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009	
h) Reduction and/or prevention of under representation of minority, female and male students in all classes and programs	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity • Policy 5755 – Equity in Educational Programs and Services 	P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009 P5755 Sept 2016	
2) Incorporate multicultural aspects throughout the instructional content and practices across the curriculum.	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity 	P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009	
3) Ensure that instruction in African-American History, including the Amistad, and the history of other cultures is taught as part of the history of the United States. (N.J.S.A. 18A:35-1)	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity • Course Curriculum: World History Cultures (African Slave Trade/Middle Passage/Early Colonies), US I/American Studies and US 2/Western Studies 	P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009	

III. <u>SCHOOL AND CLASSROOM PRACTICES</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
<p>4) Include instruction on the Holocaust and other genocide curricula at all grade levels. (N.J.S.A. 18A:35-28)</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity • Course Curriculum: World History Cultures, US I/American Studies, US 2/Western Studies and Holocaust and Genocides, Contemporary Studies 	<p>P2260 June 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009</p>	
<p>B. Equality and Equity in Student Access N.J.A.C. 6A:7-1.7; Titles VI & VII, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Section 504, Rehabilitation Act of 1973; N.J.S.A. 10:5 IDEA of 1997; Guidelines for Eliminating Discrimination and Denial of Services in Vocational Education (1989); U.S. Supreme Court, 1982; Plyler v. Doe; U.S. Supreme Court, 1974, Castañeda v. Pickard</p> <p>Provide equal and bias-free access for all students to all school facilities, courses, programs, activities and services, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, English proficiency, housing status or socioeconomic status, as follows:</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 5750 – Equal Educational Opportunity • Policy 5755 – Equity in Educational Programs and Services 	<p>P2260 Sept 2016 R2260 April 2009 P5750 Dec 2017 R5750 April 2009 P5755 Sept 2016</p>	
<p>1) Ensure equal and barrier-free access to all school and classroom facilities.</p>	Yes	<ul style="list-style-type: none"> • Policy 5755 – Equity in Educational Programs and Services 	<p>P5755 Sept 2016</p>	
<p>2) Attain minority representation of students within each school, including racial and ethnic balance that approximates the district, charter and</p>	Yes	<ul style="list-style-type: none"> • Policy 5755 – Equity in Educational Programs and Services 	<p>P5755 Sept 2016</p>	

III. SCHOOL AND CLASSROOM PRACTICES	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
renaissance school project's overall minority racial and ethnic representation.				
3) Refrain from locating new facilities in areas that will contribute to imbalanced, isolated, or racially identifiable school enrollments.	Yes	• Policy 5755 – Equity in Educational Programs and Services	P5755 Sept 2016	
4) Ensure that students are not separated or isolated by race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, immigration status, housing status or socioeconomic status, resulting in disproportionate placement within schools, courses, classes, programs or extracurricular activities.	Yes	• Policy 5755 – Equity in Educational Programs and Services	P5755 Sept 2016	
a) Ensure that minority and female students are not underrepresented in gifted and talented or accelerated/advanced courses.	No	• Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy 5755 – Equity in Educational Programs and Services	P2260 Sept 2016 R2260 April 2009 P5755 Sept 2016	Highland Triton Timber Creek
b) Ensure that minority and male students are not disproportionately represented in detentions, suspensions, expulsions, dropouts, or special need classifications.	No	• Policy 5755 – Equity in Educational Programs and Services	P5755 Sept 2016	Highland Timber Creek
c) Ensure equal and bias-free access for all students to computers, computer classes, career and technical education programs, and technologically-advanced instructional assistance,	Yes	• Policy 5755 – Equity in Educational Programs and Services	P5755 Sept 2016	

<p>III. <u>SCHOOL AND CLASSROOM PRACTICES</u></p>	<p>Compliant (Yes or No)</p>	<p>Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.</p>	<p>Date Policy or Regulation Last Updated by Strauss Esmay</p>	<p>List name of noncompliant school(s) in the district</p>
<p>regardless of race, creed, color, national origin, ancestry, age, marital status, affectional/sexual orientation, gender, religion, disability, English proficiency, immigration status, housing status or socioeconomic status.</p>				
<p>d) Ensure that all English language learners have equal and bias-free access to all school programs and activities.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy 5755 – Equity in Educational Programs and Services 	<p>P5755 Sept 2016</p>	
<p>e) Ensure that all students with disabilities have equal and bias-free access to all school programs and activities.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy 5755 – Equity in Educational Programs and Services 	<p>P5755 Sept 2016</p>	
<p>f) Ensure that all schools' registration procedures are in compliance with State and Federal regulations and case law.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy & Regulation 5111 – Eligibility of Resident/Nonresident Students 	<p>P5111 Jan 2018 R5111 Sept 2017</p>	
<p>5) Utilize a State approved language proficiency assessment on an annual basis for determining the English language proficiency of English language learners.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy & Regulation 2423 – Bilingual and ESL Education 	<p>P2423 Sept 2016 R2423 Sept 2017</p>	

III. <u>SCHOOL AND CLASSROOM PRACTICES</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
6) Utilize bias-free measures for determining the special needs of students with disabilities.	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy 2460 – Special Education • Regulation 2460.1 – Special Education - Location, Identification, and Referral • Regulation 2460.8 – Special Education - Free and Appropriate Public Education • Regulation 2460.9 – Special Education - Transition From Early Intervention Programs to Preschool Programs • Regulation 2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff • Regulation 2460.16 – Special Education - Instructional Material to Blind or Print-Disabled Students 	P2260 Sept 2016 R2260 April 2009 P2460 April 2017 R2460.1 April 2017 R2406.8 Nov 2018 R2460.9 April 2017 R2460.15 April 2017 R2460.16 April 2009	
7) Ensure that support services (e.g. school-based youth services, health care, tutoring and mentoring) are available to all students, including English language learners.	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices 	P2260 Sept 2016 R2260 April 2009	
8) Ensure that all pregnant students are permitted to remain in the regular school program and activities. Ensure that equivalent instruction is provided the students, if not permitted to attend school by a doctor.	Yes	<ul style="list-style-type: none"> • Policy 2416 – Programs for Pregnant Students • Policy 5752 – Marital Status and Pregnancy • Policy 5755 – Equity in Educational Programs and Services 	P2416 April 2009 P5752 April 2009 P5755 Sept 2016	

III. <u>SCHOOL AND CLASSROOM PRACTICES</u>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
<p>C. Equality and Equity in Guidance Programs and Services N.J.A.C. 6A:7-1,7(c) Title IX, Education Amendments of 1972, & Carl D. Perkins Vocational & Technical Education Act of 1998 Ensure that the district, charter and renaissance school project's guidance program provides the following:</p>				
<p>1) Access to adequate and appropriate counseling services for all students, including females, minority students, English language learners, non-college bound students, and students with disabilities.</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2411 – Guidance Counseling • Policy 5755 – Equity in Educational Programs and Services 	P2411 Sept 2016 R2411 April 2009 P5755 Sept 2016	
<p>2) A full range of possible occupational, professional, and Career and Technical Education choices for all students, including careers in the science and technology industries and nontraditional careers.</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices • Policy & Regulation 2411 – Guidance Counseling • Policy 5755 – Equity in Educational Programs and Services 	P2260 Sept 2016 R2260 April 2009 P2411 Sept 2016 R2411 April 2009 P5755 Sept 2016	
<p>3) Bias-free materials for use by counselors.</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 2411 – Guidance Counseling • Policy 5755 – Equity in Educational Programs and Services 	P2411 Sept 2016 R2411 April 2009 P5755 Sept 2016	
<p>D. Equality and Equity in Physical Education N.J.A.C. 6A:7 (d) and Title IX, Education Amendment of 1972 Ensure that the physical education program</p>	Yes	<ul style="list-style-type: none"> • Policy 2422 – Health and Physical Education • Policy 5755 – Equity in Educational Programs and Services 	P2422 May 2016 P5755 Sept 2016	

<p>III. <u>SCHOOL AND CLASSROOM PRACTICES</u></p>	<p>Compliant (Yes or No)</p>	<p>Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.</p>	<p>Date Policy or Regulation Last Updated by Strauss Esmay</p>	<p>List name of noncompliant school(s) in the district</p>
<p>and instructional activities are equitable.</p>				
<p>E. Equality and Equity in Athletic Programs Athletic Guidelines 1986; N.J.A.C. 6A:7-1.7(d) and Title IX, Education Amendments of 1972 Ensure that the athletic program accomplishes the following:</p>				
<p>1) Relatively equal numbers of varsity and sub-varsity teams for male and female students.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy 5755 – Equity in Educational Programs and Services 	<p>P5755 Sept 2016</p>	
<p>2) Equitable scheduling of night games, practice times, locations and numbers of games for male and female teams.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy 5755 – Equity in Educational Programs and Services 	<p>P5755 Sept 2016</p>	
<p>3) Equitable treatment that includes staff salaries, purchase and maintenance of equipment, etc.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices 	<p>P2260 Sept 2016 R2260 April 2009</p>	
<p>4) Comparable facilities for male and female teams.</p>	<p>Yes</p>	<ul style="list-style-type: none"> • Policy & Regulation 2260 – Affirmative Action Program for School and Classroom Practices 	<p>P2260 Sept 2016 R2260 April 2009</p>	

<p>IV. EMPLOYMENT/CONTRACT PRACTICES N.J.A.C. 6A:7-1.8; Title VII, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; N.J.S.A. 10:5; Equal Pay Act 1973</p>	Compliant (Yes or No)	<p>Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.</p>	Date Policy or Regulation Last Updated by Strauss Esmy	List name of noncompliant school(s) in the district
<p>A. Ensure that the district, charter and renaissance school project provides equal and bias-free access to all categories of employment, as follows:</p> <p>1) Utilize equitable hiring practices that correct imbalance and isolation based on race, national origin, sexual orientation, and gender among the district, charter and renaissance school project's certificated and non-certificated staff and within every category of employment, including administration.</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 1510 – Americans with Disabilities Act • Policy & Regulation 1530 – Equal Employment Opportunities • Policy & Regulation 1550 – Equal Employment/Anti-Discrimination Practices 	<p>P1510 Nov 2018 R1510 Feb 2017 P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018 R1550 Aug 2018</p>	
<p>2) Target recruiting practices for under-represented populations in every category of employment.</p>	No	<ul style="list-style-type: none"> • Policy & Regulation 1530 – Equal Employment Opportunities 	<p>P1530 Sept 2016 R1530 Mar 2012</p>	
<p>3) Compliance of employment applications and pre-employment inquiries conform to the guidelines of the New Jersey Division on Civil Rights.</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 1510 – Americans with Disabilities Act • Policy & Regulation 1530 – Equal Employment Opportunities • Policy & Regulation 1550 – Equal Employment/Anti-Discrimination Practices 	<p>P1510 Nov 2018 R1510 Feb 2017 P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018 R1550 Aug 2018</p>	

IV. <u>EMPLOYMENT/CONTRACT PRACTICES</u> N.J.A.C. 6A:7-1.8; Title VII, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; N.J.S.A. 10:5, Equal Pay Act, 1973	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
4) Monitor promotions and transfers to ensure non-discrimination.	Yes	<ul style="list-style-type: none"> • Policy & Regulation 1530 – Equal Employment Opportunities • Policy & Regulation 1550 – Equal Employment/Anti-Discrimination Practices 	P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018 R1550 Aug 2018	
5) Provide equal pay for equal work regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status.	Yes	<ul style="list-style-type: none"> • Policy & Regulation 1530 – Equal Employment Opportunities • Policy & Regulation 1550 – Equal Employment/Anti-Discrimination Practices 	P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018 R1550 Aug 2018	
B. Ensure that the district, charter and renaissance school project does not enter into, or maintain, contracts with persons, agencies, or organizations that discriminate in employment or in the provision of benefits or services, on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, housing status or socioeconomic status.	Yes	<ul style="list-style-type: none"> • Policy & Regulation 1530 – Equal Employment Opportunities • Policy & Regulation 1550 – Equal Employment/Anti-Discrimination Practices 	P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018 R1550 Aug 2018	

<p>IV. EMPLOYMENT/CONTRACT PRACTICES N.J.A.C. 6A:7-1.8; Title VII, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; N.J.S.A. 10:5, Equal Pay Act 1973</p>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	Date Policy or Regulation Last Updated by Strauss Esmay	List name of noncompliant school(s) in the district
<p>C. Provide Equality in Employment and Contract Practices for all persons, regardless of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, housing status or socioeconomic status.</p>	Yes	<ul style="list-style-type: none"> • Policy & Regulation 1530 – Equal Employment Opportunities • Policy & Regulation 1550 – Equal Employment/Anti-Discrimination Practices 	P1530 Sept 2016 R1530 Mar 2012 P1550 Aug 2018 R1550 Aug 2018	



State of New Jersey

DEPARTMENT OF EDUCATION

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INTERIM EXECUTIVE COUNTY SUPERINTENDENT

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

June 02, 2019

TO: Dr. Brian Repici, Superintendent Black Horse Pike Regional School District
CHIEF SCHOOL ADMINISTRATOR/CHARTER AND RENAISSANCE PROJECT SCHOOL LEAD PERSON

FROM: Lovell Pugh-Bassett, Ph. D, Interim Executive County Superintendent

SUBJECT: Comprehensive Equity Plan for 2019-2022 Approval

We are pleased to inform you that your Comprehensive Equity Plan (CEP) for 2019-2022 has been approved. Please retain all documentation of the self-assessment in a centralized file.

N.J.A.C. 6A:7, *Managing for Equality and Equity in Education*, outlines responsibilities for achieving and maintaining compliance with all state and federal laws governing equity in educational programs. The responsibility of each district/charter/renaissance project school is to develop a three-year CEP that identifies and corrects all discriminatory and inequitable policies, programs, practices and conditions within or affecting its schools. The role of the New Jersey Department of Education is to ensure district/charter/renaissance project school compliance with N.J.A.C. 6A:7, *Managing for Equity*.

If you have any questions, please contact your county education specialist at 856-401-2400 x42404. Best wishes to you throughout the school year.

c: Paula Bloom