



STATE OF NEW JERSEY

DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: February 7, 2019
To: Chief School Administrators, Charter School and Renaissance School Project Leads
Route To: District Affirmative Action Officers
From: Robert L. Bumpus, Assistant Commissioner
Division of Field Services
Deadline: June 14, 2019

Submission of the Three-Year Comprehensive Equity Plan

In accordance with *N.J.A.C. 6A:7*, Managing for Equality and Equity in Education, all school districts, charter schools and renaissance school projects are required to develop a three-year Comprehensive Equity Plan (CEP) and submit it for review and approval to their County Office of Education. The purpose of the CEP is to identify and, if necessary, correct policies, programs, practices and conditions that may be inequitable. The school district, charter school and renaissance school project must have an Affirmative Action Team led by the Affirmative Action Officer to conduct a needs assessment and, if necessary, create a plan to address areas identified for improvement in the needs assessment.

The CEP is due to the County Office of Education no later than June 14, 2019. The CEP covers a period of three school years: 2019-20, 2020-21 and 2021-22. The County Office will review the CEP for compliance and notify the school district, charter school or renaissance school project if revisions are required or if the CEP has been approved. Contact information for each County Office of Education can be found on the NJDOE's [County Information and Services webpage](#).

Additionally, school districts, charter schools and renaissance school projects must annually submit a statement of assurance affirming compliance with laws, statutes and regulations governing equity in education by September 1 of each school year in which the current CEP applies.

Step-by-step directions and all forms necessary to conduct the needs assessment and develop the CEP are available on the NJDOE website under [Comprehensive Equity Plans](#). If there are questions regarding the needs assessment or development of the CEP, please email cep@doe.nj.gov or call your County Office.

c: Members, State Board of Education
Lamont O. Repollet, Ed.D., Commissioner of Education
NJDOE Staff
Statewide Parent Advocacy Network
Garden State Coalition of Schools
NJ LEE Group