

# APPENDIX C: *COMPREHENSIVE EQUITY PLAN CORRECTIVE ACTIONS*

## I. BOARD RESPONSIBILITY

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-22, to ensure that the Board of Education or Board of Trustees follows through with its responsibilities, including adoption or re-adoption of written equality and equity policies; the authorization of the AAO to develop a CEP; collection of disaggregated data; and adoption of the CEP and facilitate and support its implementation.

Section/sub-section from Needs Assessment	Implementation Strategies	Staff Responsible	Implementation Timeline 2019 2020 2021 Ongoing	Evidence of Completion
A4	<p>Will provide on a continuing basis professional development training concerning equity and the ability to identify and resolve problems associated with inequalities arising from prejudice on the basis of race, creed, color, national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability, or socioeconomic status.</p> <p>Areas to explore will be Diversity, Implicit Bias, Community Education, Trauma Informed Care, Social Emotional Learning and/or Culturally Responsive Classrooms.</p>	<p>Affirmative Action Team</p> <p>District Administration</p>	<p>2019: Administration</p> <p>2020: Certified and Non-Certified Staff</p> <p>2021: Community</p>	<ul style="list-style-type: none"> <li>• Agendas for Professional Development</li> <li>• Minutes from district, team and departmental meetings</li> <li>• Professional Development Plans</li> </ul>
D1	<p>Inform the school community about the Board's policies prohibiting bias, harassment, discrimination and segregation; and ensuring equality in educational programs.</p>	Affirmative Action Officer	<p>2019: Updates will be made</p>	<ul style="list-style-type: none"> <li>• Update to the District Website</li> <li>• Update School Handbooks</li> </ul>
D3	<p>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>	Affirmative Action Officer	<p>2019: Updates will be made</p>	<ul style="list-style-type: none"> <li>• Update to the District Website</li> <li>• Update School Handbooks</li> </ul>

## II. STAFF DEVELOPMENT AND TRAINING

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-22 to provide in-service training for school personnel on a continuing basis to identify and resolve problems arising from prejudice 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.

Section/sub-section from Needs Assessment	Implementation Strategies	Staff Responsible	Implementation Timeline 2019 2020 2021 Ongoing	Evidence of Completion
A	The district will make parents and community members aware of professional development opportunities	Affirmative Action Team and School Principals	Ongoing	<ul style="list-style-type: none"> <li>• Principal’s Update</li> <li>• Home and School Association Meeting Agenda and Minutes</li> <li>• Invitations to select programming</li> </ul>

**III. SCHOOL AND CLASSROOM PRACTICES:  
EQUALITY AND EQUITY IN CURRICULUM**

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-22 for developing and/or revising curriculum to eliminate discrimination, add multicultural content, and promote understanding and mutual respect among all students.

Section/sub-section from Needs Assessment	Implementation Strategies	Staff Responsible	Implementation Timeline 2019 2020 2021 Ongoing	Evidence of Completion
A1a-d, f-g	Expand, and if needed create, programs and services that enhance the wellness of all students within an equitable learning community. <ul style="list-style-type: none"> <li>• Phase 1: Inventory and evaluate programs and their curriculum and identify gaps. Begin language introduction of equity, SEL and Cultural Responsiveness with administration to begin to recognize practices in their own work.</li> <li>• Phase 2: Begin language introduction of equity, SEL and Cultural Responsiveness with staff to begin to recognize practices in their own classroom. Address gaps with curriculum changes or additional programs. If appropriate create committees to delve and create programs/events that highlight work.</li> <li>• Phase 3: Evaluate changes and make necessary adjustments to respond to needs of district.</li> </ul>	Affirmative Action Team  School Principals	2019: Phase 1  2020: Phase 2  2021: Phase 3	<ul style="list-style-type: none"> <li>• Agendas for Professional Development</li> <li>• Minutes from district, team and departmental meetings</li> <li>• Professional Development Plans, Offerings and Presentations</li> <li>• Teacher Work: lesson plans, unit plans, specific learning activities.</li> </ul>

**III. SCHOOL AND CLASSROOM PRACTICES:  
EQUALITY AND EQUITY IN STUDENT ACCESS**

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-22 to provide equal and bias-free access for all students to all school facilities, courses, programs, activities and services, regardless of race, national origin, sexual orientation, gender, religion, English proficiency, socio-economic status, immigration status, housing status or disability.

Section/sub-section from Needs Assessment	Implementation Strategies	Staff Responsible	Implementation Timeline 2019 2020 2021 Ongoing	Evidence of Completion
B4b	Examine the ratio of students based on gender, race and other classifications represented in detentions, suspensions, expulsions, dropouts, or special need classifications. Evaluate the data and make a determination accordingly based on findings. Areas to consider are implicit bias, restorative justice, and mindfulness programming.	Affirmative Action Team  District Administrative Team	2019: Review 2018-19 Data and Collect 2019-2020 Data.  2020: Review Data make recommendation	<ul style="list-style-type: none"> <li>• Data reports regarding detentions, suspensions, expulsions, dropouts, or special need classifications.</li> <li>• Agendas and Minutes</li> <li>• Professional Development</li> <li>• Programming Implementation</li> </ul>
B4c	Examine current classroom practices regarding technology use and demands for technology access at home through a district-wide survey. Evaluate the survey results and make determinations using equity as a lens for future instructional practices.	Affirmative Action Team  School Principals	2019: Deliver Survey and Examine Results  Ongoing: Evaluate best practices	<ul style="list-style-type: none"> <li>• Internet and Technology Access Survey</li> <li>• Data Analysis</li> <li>• Professional Development</li> </ul>

**III. SCHOOL AND CLASSROOM PRACTICES:  
EQUALITY AND EQUITY IN GUIDANCE PROGRAM SERVICES**

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-22 to provide equitable treatment, adequate and appropriate counseling services for all students, including females, minority students, English language learners, non-college bound students, migrant students, students experiencing homelessness and students with disabilities, and to ensure exposure and counseling services focused on careers in the science and technology industries, non-traditional career options and post-secondary opportunities for minority and female students.

Section/sub-section from Needs Assessment	Implementation Strategies	Staff Responsible	Implementation Timeline 2019 2020 2021 Ongoing	Evidence of Completion
C1	Investigate the need for translation services for various languages across the district and determine an appropriate plan to provide services.	Board of Education  District Administrative Team  Affirmative Action Team  Counselors	2019: Survey Families for Language Translation needs  Ongoing: Research and Utilize appropriate translation services	<ul style="list-style-type: none"> <li>• District List of Languages Spoken</li> <li>• Counselor feedback concerning language translation needs</li> <li>• Implementation of translation services</li> <li>• Development of translation services procedures</li> </ul>

**III. SCHOOL AND CLASSROOM PRACTICES:  
EQUITY IN PHYSICAL EDUCATION & ATHLETIC PROGRAMS**

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-22 to ensure that there is gender equity in all physical education and athletic programs, and to ensure equitable opportunities for all students to participate in athletics regardless of race, national origin, gender, sexual orientation, religion, English proficiency, housing status, socio-economic status or disability.

Section/sub-section from Needs Assessment	Implementation Strategies	Staff Responsible	Implementation Timeline				Evidence of Completion
			2019	2020	2021	Ongoing	

## IV. EMPLOYMENT/CONTRACT PRACTICES

**SCHOOL DISTRICT, CHARTER SCHOOL OR RENAISSANCE SCHOOL PROJECT NAME:** Caldwell-West Caldwell

**OBJECTIVE:** For each noncompliant area of the Needs Assessment, describe the corrective actions to be implemented for School Years 2019-20 through 2021-2022 to ensure equitable practices in employment at all levels of responsibility, and to avoid engaging in business with firms that discriminate on the basis of race, national origin, sexual orientation, gender, religion, English proficiency, housing status, socio-economic status, or disability.

Section/sub-section from needs assessment	Implementation Strategies	Staff Responsible	Implementation Timeline				Evidence of Completion
			2019	2020	2021	Ongoing	
A1, A2	Review the recruitment practices of the teaching staff to encourage diversification.	District Administrative Team  Affirmative Action Team		Ongoing			<ul style="list-style-type: none"> <li>Development of procedures of hiring practices, including recruitment.</li> </ul>