

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.	List name of noncompliant school(s) in the district
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 A. Adopt or re-adopt written equality and equity policies, requiring the following:			
1) Equality and Equity in School and Classroom Practices, that shall, as a minimum, do the following: 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.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
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.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
c) Provide equitable treatment for pregnant and married students.	YES	Policy 5752 - MARITAL STATUS AND PREGNANCY (December 10, 2012)	
d) Prohibit or eliminate all forms of harassment, including sexual harassment, intimidation and bullying. (P.L.2010,c122).	YES	Policy 3362 - SEXUAL HARASSMENT (December 10, 2012)	

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		Policy 5512 - HARASSMENT, INTIMIDATION, AND BULLYING (November 12, 2018)	
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	Policy 1530 - Equal Employment Opportunities adopted (June 27, 2016) Policy 1550 - AFFIRMATIVE ACTION PROGRAM FOR EMPLOYMENT AND CONTRACT PRACTICES (June 27, 2016)	
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	Policy 1140 Affirmative Action Program (June 27, 2016) Board Minutes from September 4, 2018	
4) Provide staff development to ensure that all equity requirements comply with N.J.A.C. 6A:7-1.6.	YES	Policy 1140 Affirmative Action Program (June 27, 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	Policy 1523 - Comprehensive Equity Plan (June 27, 2016)	
C. Collect and analyze Annual Yearly Progress (Progress Targets) data for underperforming subgroups disaggregated by gender, race, ethnicity, limited English proficiency, special education, migrant status, date of enrollment, student suspension, expulsion, child study team referrals; Pre-K-12 promotion/retention	YES	Policy 2145 : ACADEMIC STANDARDS, ACADEMIC ASSESSMENTS, AND ACCOUNTABILITY (December 10 2012) School Performance Report	

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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.			
D. Adopt the Comprehensive Equity Plan (CEP) by board resolution, and facilitate and support implementation of the CEP, by undertaking the following actions:	YES	Policy 1523 - Comprehensive Equity Plan (June 27, 2016) Policy 1140 Affirmative Action Program (June 27, 2016)	
1) Inform the school community about the Board's policies prohibiting bias, harassment, discrimination and segregation; and ensuring equality in educational programs.	YES	Policy 1140 Affirmative Action Program (June 27, 2016)	
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.	YES	Policy 1140 Affirmative Action Program (June 27, 2016) AAO training certification	
3) Provide students, staff and the community with contact information for the AAO and publicize the location and availability of	YES	Policy 1140 Affirmative Action Program (June 27, 2016) Community Contact Information	

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the CEP, policy(ies), grievance procedures and annual reports.			
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.	YES	Policy 1140 Affirmative Action Program (June 27, 2016)	
5) Report on progress made in meeting the adequate yearly targets established for closing the achievement gap as set by the Department of Education.	YES	Policy 2145 : ACADEMIC STANDARDS, ACADEMIC ASSESSMENTS, AND ACCOUNTABILITY (December 10 2012) School Performance Report	
6) Authorize the AAO to conduct yearly equity training for all staff.	YES	Policy 1140 Affirmative Action Program (June 27, 2016)	
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.		(For County Vocational School Districts Only)	

II. STAFF DEVELOPMENT AND TRAINING <small>N.J.A.C. 6A:7-1.6 & N.J.S.A. 10:5</small>	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	List name of noncompliant school(s) in the district
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:	YES	Policy 1140 Affirmative Action Program (June 27, 2016)	
1) Certificated (administrative and professional) staff.	YES	Policy 3240 Professional Development for Teachers and School Leaders (December 10, 2012)	
2) Non-certificated (non-professional) staff.	YES	Policy 3240 Professional Development for Teachers and School Leaders (December 10, 2012)	

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.	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>	<p>Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)</p>	
<p>a) School climate and culture, safe and positive learning environment</p>	<p>NO</p>		<p>All schools in district.</p>
<p>b) Courses of study, including physical education</p>	<p>NO</p>		<p>All schools in district.</p>

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c) Library materials/instructional materials and strategies	NO		All schools in district.
d) Technology/software and audiovisual materials	NO		All schools in district.
e) Guidance and counseling, including harassment, intimidation and bullying, sexual harassment and grievance procedures	YES	Policy 5512 - HARASSMENT, INTIMIDATION, AND BULLYING (November 12, 2018)	
f) Extra-curricular programs and activities	NO		All schools in district.
g) Tests and other assessments	NO		All schools in district.
h) Reduction and/or prevention of under representation of minority, female and male students in all classes and programs	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
2) Incorporate multicultural aspects throughout the instructional content and practices across the curriculum.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
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	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	

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4) Include instruction on the Holocaust and other genocide curricula at all grade levels. (N.J.S.A. 18A:35-28)	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
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 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:	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
1) Ensure equal and barrier-free access to all school and classroom facilities.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
2) Attain minority representation of students within each school, including racial and ethnic balance, that approximates the district, charter and renaissance school project's overall minority racial and ethnic representation.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	

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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 (June 27, 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 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
a) Ensure that minority and female students are not underrepresented in gifted and talented or accelerated/advanced courses.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
b) Ensure that minority and male students are not disproportionately represented in detentions, suspensions, expulsions, dropouts, or special need classifications.	NO		All schools in district.
c) Ensure equal and bias-free access for all students to computers, computer classes, career and technical education programs, and technologically-advanced	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	

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instructional assistance, 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.		Policy 5755 - EQUITY IN EDUCATIONAL PROGRAMS AND SERVICES (June 27, 2016)	
d) Ensure that all English language learners have equal and bias-free access to all school programs and activities.	YES	Policy 2423 - BILINGUAL AND ESL EDUCATION (June 27, 2016)	
e) Ensure that all students with disabilities have equal and bias-free access to all school programs and activities.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
f) Ensure that all schools' registration procedures are in compliance with State and Federal regulations and case law.	YES	Policy 8140 Pupil Enrollments (December 10 2012)	
5) Utilize a State approved language proficiency assessment on an annual basis for determining the English language proficiency of English language learners.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
6) Utilize bias-free measures for determining the special needs of students with disabilities.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	

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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	Policy 5310 - Health Services (December 10 2012) Policy 5755 - EQUITY IN EDUCATIONAL PROGRAMS AND SERVICES (June 27, 2016)	
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	Policy 5752 - MARITAL STATUS AND PREGNANCY (December 10 2012)	
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:			
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.	YES	Policy 2411 - GUIDANCE COUNSELING (December 11 2012)	

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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.	YES	Policy 2411 - GUIDANCE COUNSELING (December 11 2012)	
3) Bias-free materials for use by counselors.	YES	Policy 2411 - GUIDANCE COUNSELING (December 11 2012)	
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 and instructional activities are equitable.	YES	Policy 2425 - PHYSICAL EDUCATION Policy 2422 - HEALTH EDUCATION Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
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:			
1) Relatively equal numbers of varsity and sub-varsity teams for male and female students.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
2) Equitable scheduling of night games, practice times, locations and numbers of games for male and female teams.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	

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3) Equitable treatment that includes staff salaries, purchase and maintenance of equipment, etc.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	
4) Comparable facilities for male and female teams.	YES	Policy 2260 - AFFIRMATIVE ACTION PROGRAM FOR SCHOOL AND CLASSROOM PRACTICES (June 27, 2016)	

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	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	List name of noncompliant school(s) in the district
A. Ensure that the district, charter and renaissance school project provides equal and bias-free access to all categories of employment, as follows: 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.	YES	Policy 1530 Equal Employment Opportunities (June 27, 2016)	
2) Target recruiting practices for under-represented populations in every category of employment.	YES	Policy 1530 Equal Employment Opportunities (June 27, 2016)	
3) Compliance of employment applications and pre-employment inquiries conform to the guidelines of the New Jersey Division on Civil Rights.	YES	Policy 1530 Equal Employment Opportunities (June 27, 2016)	
4) Monitor promotions and transfers to ensure non-discrimination.	YES	Policy 1530 Equal Employment Opportunities (June 27, 2016)	
5) Provide equal pay for equal work regardless of race, creed, color,	YES	Policy 1550 - AFFIRMATIVE ACTION PROGRAM FOR EMPLOYMENT AND CONTRACT (June 27, 2016)	

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	Compliant (Yes or No)	Documentation or Evidence to Substantiate Compliance MUST include Board policy title, number and date of adoption.	List name of noncompliant school(s) in the district
national origin, ancestry, age, marital status, affectional or sexual orientation, gender, religion, disability or socioeconomic status.			
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	Policy 1550 - AFFIRMATIVE ACTION PROGRAM FOR EMPLOYMENT AND CONTRACT PRACTICES (June 27, 2016)	
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.	YES	Policy 1550 - AFFIRMATIVE ACTION PROGRAM FOR EMPLOYMENT AND CONTRACT PRACTICES (June 27, 2016)	