



STATE OF NEW JERSEY

# DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: January 22, 2025  
To: Local Educational Agency Leads  
Route to: Affirmative Action Officers  
From: Ambrose F. Duckett III, Assistant Commissioner  
Division of Field Support and Services  
Deadline: June 23, 2025

## **Submission of New Three-Year Comprehensive Equity Plans for School Years 2025-2026 through 2027-2028**

In August 2023, the State Board of Education re-adopted N.J.A.C. 6A:7, Managing for Equity in Education, which outlines responsibilities for achieving and maintaining compliance with all state and federal laws governing equity in educational activities and programs. As a result, all local educational agencies (LEAs), are mandated to develop a three-year Comprehensive Equity Plan (CEP). The responsibility of each board of education of every public school district and charter school or renaissance school project board of trustees 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 LEA complies with equity requirements, and to provide supporting guidelines.

Pursuant to N.J.A.C. 6A:7-1.5, the LEA 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 shall be submitted to the Executive County Superintendent (ECS) for confirmation of completion no later than June 23, 2025.

The CEP covers a period of three school years: 2025-26, 2026-27 and 2027-28. In accordance with N.J.A.C. 6A:7-1.4(c)4, upon submission to the ECS, the ECS will review the CEP and confirm completion. If the ECS determines that the comprehensive equity plan is not complete, the district board of education shall revise the plan in accordance with the ECS's instructions and shall submit to the ECS the revised plan within 30 days of the notification of incompleteness.

Contact information for each County Office of Education can be found on the NJDOE's County Information and Services [webpage](#). Additionally, LEAs 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](#).

c: Members, State Board of Education  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group