




New Jersey Schools Insurance Group  
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## MEMORANDUM

**TO:** Members of the New Jersey Schools Insurance Group

**FROM:** Jill Deitch, Esq.   
Executive Director

**DATE:** May 21, 2024

**RE:** Affirmative Action

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The affirmative action and equal employment opportunity requirements of N.J.A.C. 17:27-3.5 and -3.7 are limited to “contracts for goods and services.” The definition of “goods and services contract” under N.J.A.C. 17:27-2.1 specifically excludes “contractual agreements between public agencies.” The New Jersey Schools Insurance Group is a “school board insurance group” as defined in N.J.S.A. 18A:18B-1(b), and both NJSIG and its members meet the definition of a “public agency” under N.J.A.C. 17:27-2.1. Accordingly, contracts between NJSIG and its members are exempt from the affirmative action and equal employment opportunity requirements of N.J.A.C. 17:27-3.5 and -3.7.