



H. J. MacDonald Middle School
3127 Elizabeth Avenue
New Bern, North Carolina 28562

Mike Swain, Principal
Arlander Brickhouse, Asst. Principal
Michelle Lelowicz, Asst. Principal

Phone 252.514.645
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Annual Public Meetings

All Title I school events are open to the public. HJ MacDonald Middle School will conduct various types of meetings to engage parents and families. Future events will provide opportunities for parents and families to evaluate and/or make improvements to our School Improvement Plan and Parent/Family Compact. The information will be compiled and coordinated to ensure implementation in and improvement of the school. HJ MacDonald Middle School also hosts a beginning of the year “Open House” and “Title 1 Nights” that focus on exploring our Exploratory classes and Core Content areas, and various other community outreach projects promoting literacy. These events provide opportunities for parents and families to obtain information from our Title I Staff and ask questions they may have related to the Title I Program at HJ MacDonald Middle School.

Regular Meetings

All teachers conduct conferences with students and parents/families in person, via Zoom, and/or over the phone. These meetings help parents/families communicate questions, concerns, or needs with their child’s primary educator(s). This encouragement of open communication promotes and creates a two-way dialogue between home and school. Additional communication occurs weekly through Blackboard calls, the HJM website, and teacher websites. Social Media pages are used to communicate with families as well. Teachers, School Leaders, and School Support Personnel are accessible for conferences throughout the year as and/or when needed.

Flexible Meetings

Mr. Mike Swain and Mrs. Danielle Banks (Title I Personnel) will be available at school events for parents and students.

Meetings and school events are held primarily in the early evening to accommodate our parents’ and families’ schedules. When able to do so, meetings will be offered at various times to meet the scheduling needs of our parents and families. If needed, trainings and meetings can be scheduled during the school day.

Information regarding Title I engagement is posted on the HJM web page, presented through our Blackboard school calls, and posted on multiple social media platforms. Varied and sustained practices



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will be implemented to enhance parent and family engagement activities and to reflect the specific needs of our students and families.

Engaging Parents and Families

We believe that a child's education must engage all stakeholders as partners. HJ MacDonald Middle School has a parent/family representative on our School Improvement Team. Opportunities are available for parents and family members to volunteer at the school pending Craven County School approval ([Volunteer Process](#)).

Timely Information

The following activities enable parents/families and staff members to work together in order to build a strong partnership between home and school:

- An Open House Event is held for families to meet the individual teachers and learn about the classroom environment
- Weekly academic and classroom information updates from teachers
- Communications from the school and district are sent home, released electronically, or conveyed via Blackboard phone call/text message service
- Data is published and distributed
- Web pages of staff members (teachers and Title I) are updated
- Title I Representatives attend school functions
- Parents and families are made aware of all of our events through:
 - Blackboard telephone messages
 - Craven County Schools Webpage
 - HJ MacDonald Middle School Webpage
 - School Social Media Platform(s)
 - Weekly Parent/Guardian Newsletter (Sent by Mr. Swain on Sunday evening)



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Parent/Family Assistance

Information pertaining to state academic standards, content, and local/state assessments, as well as school wide requirements, is available for review.

Information provided focuses on the understanding of daily curriculum and school requirements for each student. Guidance Counselors, School Leaders, and Support Personnel can provide strategies to a parent/family group or to individuals; based on needs expressed.

Parent/Family-Student Compacts

The compact outlines how parents/families, the entire school staff, and students share the responsibility for improved student academic achievement. The compact details specific ways the school and families partner to help all children achieve North Carolina's academic standards.

Highlighted Measures include:

- The responsibility of the school to provide high quality curriculum and instruction
- The ways parents and families are responsible for supporting their children's learning
- The importance of ongoing communication between parents/families and teachers; as well as access to staff and multiple opportunities for parents and families to volunteer and participate in their children's education
- The student's responsibilities in the classroom

Materials and Training

HJ MacDonald Middle School encourages parents and families to participate in their child's education. Our Title 1 Family Resource Center is located in the Media Center. It provides internet/computer access, information pamphlets, and educational support materials for the benefit of all students and their families. Some items may be checked out for support use at home. Please schedule an appointment in the office to access this Center.

Title I teachers are available to provide parents and families with ideas and activities to help their students at home. When provided by the district, Home-School Connection flyers are linked monthly to the school website.



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Coordination and Integration

HJ MacDonald Middle School references and collaborates with all federal, state, and local entities to ensure that we develop appropriate roles and relationships with community-based organizations and businesses, including faith-based organizations, when conducting parental/family engagement activities.

Opportunities for EL and SWD Parents

The district has the following staff in place, if needed:

- School Nurse
- Interpreters
- Teachers for the Hearing/Visually Impaired
- Speech Teachers
- Occupational Therapists
- A Handicap Accessible facility
- Information sent home (as much as possible) in native language

Equal Opportunity Statement

Craven County School System administers all policies, education programs, employment activities, and admissions without discrimination against any person on the basis of individual's race, gender, sexual orientation, religion, creed, age, physical characteristics, national origin, socioeconomic status or disability, except where exemption is appropriate and allowed by law.

Sincerely,

Mike Swain -Principal