J.T. Barber Elementary School
Parent and Family Engagement Policy
2025-2026

JTB TITLE I PARENT AND FAMILY ENGAGEMENT POLICY 2025-2026

J.T. Barber Elementary School is a Title I School. Our school receives funds from the federal government to help students in both remediation and acceleration of learning. Title I money provides both extra teachers to work with children and additional funds to purchase materials, supplies, and training opportunities for staff and parents. J.T. Barber Elementary School believes that the education of students involves the collaboration among the home, school, community, and other support agencies. The comprehensive involvement of parents contributes positively to the school community and to the success of our children. A program of family involvement activities shall be ongoing and be reviewed annually by parents to ensure their involvement in the planning and implementation of the program at J.T. Barber Elementary School.

Written Policy

At J.T. Barber Elementary, our Title I Parent and Family Engagement Policy has been developed together with parents and teachers to support student success. The policy is included in the school handbook and is reviewed each year during our Spring Title I meeting. We believe that learning is a shared responsibility between the home, school, and community. That's why we encourage all parents to take part in the many family-friendly events and activities planned throughout the year by our staff. Your involvement makes a big difference!

Annual Public Meetings

In the fall and spring of each year, a public meeting will be held to share components of the Title 1 program with parents. Any questions or concerns of parents will be addressed by the administrators and staff. All parents will be invited to attend these meetings and become active participants.

Flexible Meetings

Opportunities for flexible meetings will be made available to parents. To determine needs/interests for such meetings, an interest survey from parents will be taken. Meetings will be scheduled at flexible times according to parents' needs. There will be at least two parent training sessions offered with topics reflecting the focus of our Title 1 program as well as topics chosen by parents through the survey. Documentation will include notices of training sessions, agendas, any handouts, and attendance records.

Involving Parents

Surveys are taken during the fall meeting to determine parent needs/interests for upcoming workshops. Additionally, a survey is provided to all parents in the spring of each year for evaluation of the parent and family engagement plan. A Parent Representative is included on the School Improvement Team.The participation of parents in the program strengthens community and school relations. It helps to build an understanding of the school environment which results in increased

community involvement to benefit students and their needs. Involved parents become extra pairs of hands to assist in the many demands within the classroom. Scheduled conferences as needed will contribute to the parents' involvement in the Title 1 Program.

Family Compact Brochure

A School/Family Compact Brochure defines goals, expectations and shared responsibilities. Compact Brochures are sent home during the Open House and the first day of school. Compact Brochures will be explained at the Fall Annual Title 1 Meeting. New families and students receive the Compact Brochures at enrollment. The Compact is used as part of the collaboration effort between parent and school for the success of the student. It may be used in School Leadership Team meetings and for planning strategies for success.

Parent Assistance

State and local expectations are shared with parents at the Parent Information Meeting for grades K through 5 in early September. EOG results are shared at the Fall and Spring Title I Annual Meetings. All grade levels receive interim progress reports, report cards and special letters, which indicates your child's progress.

To support your child's learning, JTB provides a Parent Resource Center in our Media Center. Families are encouraged to visit and check out academic materials that can be used at home to reinforce classroom learning.

Opportunities for Limited English Proficient and Students With Disabilities Parents

All parents are encouraged to attend school functions. Translators will be arranged for parents who speak languages other than English. Whenever possible, meetings are scheduled at the parent's convenience.

Parents with Limited English Proficiency, Disabilities, Migratory Children

Parents of children with limited English proficiency or disabilities are afforded opportunities to participate fully and freely in all education activities at school. Once the need is identified, assistance shall be provided. Whenever possible, information is sent home in native language. Bilingual staff members, parents, ESL instructors and even students are assigned as a liaison between home and school. JTB does meet ADA requirements.

Communication - Information

Throughout the year, information is provided using several methods:

- ★ **The student handbook** is linked to our school's web page and shared on School Dojo. It describes the Title 1 program, curriculum, expectations, assessments required, and the levels students are expected to meet.
- ★ **Letters** of explanation regarding EOG expectations are supplied by the county and distributed to students.
- ★ **Quarterly Academic Brochures** are sent home by each grade level at the beginning of each Nine Weeks.

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- ★ Discussions at **parent meetings** concerning curriculum and assessment are beneficial to parents. Parents are encouraged to phone the school with concerns or questions regarding curriculum and instruction.
- ★ **Administration and/or teacher contacts** parents if a child is considered to be at risk of not meeting grade level expectations.
- ★ **Parent training sessions** to inform and instruct parents about the curriculum will be held regularly.
- ★ **4-week progress reports** - detailed information as to the student's performance.
- ★ **Report cards** include thorough comments to further give the parent a complete view of their child's progress.
- ★ **Daily agendas** - distributed to each student in grades K- 5.
- ★ **Croc Weekly Green Folders** are sent home every Tuesday.
- ★ **School/Class Dojo**- Important school announcements and updates are provided

Parent Assistance

A. Administration, testing coordinator, or classroom teachers will lead parent workshops to provide parents with an understanding of State standards. Teachers will also be invited to share strategies for parents to utilize at home.
B. Parent/Teacher conferences will be held regularly to aid in understanding and to track student progress.
C. Letters will be sent to parents of students with possible risk of retention.
D. The Home – School Connection flier provides a resource of activities for parents to use at home with their children.
E. Resources in the Title 1 room, professional library, Parent Center, and classrooms will be available providing tools to help parents work with their children.

JTB MODES OF COMMUNICATION TO PARENTS

Blackboard Connect emails, text and telephone calls (telephone calls-please listen to the weekly message in its entirety) sent every Sunday night by Dr. Wallace or Ms. Scott.

- ★ JTB Facebook
- ★ JTB School website
- ★ JTB Instagram
- ★ Class/School Dojo
- ★ Grade Level Brochures
- ★ Report Cards

- ★ Progress Reports
- ★ Teacher WebPages
- ★ Email
- ★ Phone calls
- ★ Student Agendas
- ★ Student's Weekly Green Croc Folders
- ★ NC School Report Cards
- ★ Face-to-face parent conferences
- ★ Video Conferencing (Zoom or Google Meets)

Title IX Coordinator and Americans with Disabilities Act (employees)

Dr. Lakesia Boone Assistant Superintendent for Personnel, Personnel Issues 3600 Trent Road, New Bern, NC, 28562 514-6367	**Jason Griffin** Director Federal Programs 3600 Trent Road, New Bern, NC, 28562 514-6353
Amber Gover 504 Coordinator 3600 Trent Road, New Bern, NC 28562 514-6300	**Jerome Williams, Jr.** Director of Maintenance, Facilities Issues 950 Hwy 55 West, New Bern, NC 28560 514-6380

Dr. Gregory Monroe
Director of Student Services, Title IX Coordinator
3600 Trent Road, New Bern, NC, 28562
514-6341

EPA REGULATIONS NOTICE

In accordance with EPA regulations, J.T. Barber Elementary School has been inspected for materials which contain asbestos. A periodic surveillance is conducted. A management plan is available in the school office and /or at the Craven County Board of Education.

Notice To Employees And Students

Students have an equal opportunity to an education and can participate in activities without regard to race, color, national origin, gender, disability, parental or marital status, age, religion.
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.