

# Melaleuca Elementary School

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Where students soar!

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## Melaleuca Elementary 2024-2025 Parent and Family Engagement Plan (PFEP)

Melaleuca Elementary recognizes the importance of forming a strong partnership with parents and community members in order to positively impact the students in our school. To promote effective parent involvement, the staff at Melaleuca Elementary welcomes input from parents and community members in decision making and encourages them to join us in the activities outlined in this plan. We work with parents as equal partners in the educational process.

### Annual Meeting

Parents are invited to attend this meeting at the beginning of each school year to learn more about the requirements of Title I and our School-wide Title I Program. The Title I Annual Meeting will take place on October 8th, 2024 at 5:30pm-6:30pm. At this meeting there will be opportunities to review the Title I documents and give input into the following:

- Parent and Family Engagement Plan
- Title I Family Involvement Policy/Plan
- Parents' Right to Know
- Ideas of topics for future parent involvement activities
- Title I budget

### Accessibility for all families

We will accommodate all families by providing the following:

- Choices of meeting dates and times based on input from parents
- Interpreters
- Translated documents

### Parent Involvement Activities

Based on parent survey input, we will provide the following activities to assist parents in understanding the state curriculum and assessments and to help parents improve their children's academic achievement:

•**Reading to Learn:** Parents will learn the shift from learning to read, to reading to learn. Parents will learn how to support their child at home to use reading as a tool to learn new information. Parents will be able to see the importance of reading at home and how it can positively impact their child's success in the intermediate grades. Parents and families will learn how to use reading graphic organizers, comprehension questioning and vocabulary strategies with a text or book.

•**Primary Mathematic:** Parents will begin to feel better about supporting math at home by learning about teaching students to understand the "why" behind the rules they learned growing up. They will be able to support their children at home with their math work and learn the steps that are taught in the classroom at the primary grade levels. Parents will learn what is expected for student mastery of the standard by grade level.

•**Preparing For Summer Academics:** Parents will learn how to implement academics into their daily routines over summer break. Parents will be able to develop activities that practice math, reading and science skills while having fun with their children through movement, projects, experiments, music and art.

### School Responsibilities

- Post regularly on the Melaleuca schoolwide class dojo which features updates regarding academic standards and school events.
- Provide ongoing opportunities for parents to meet, share experiences, and make decisions relating to the education of their children.
- Explain curriculum, assessments, share student performance results and assist parents in interpreting data.
- Conduct at least two parent conferences to share and document student academic achievements and to monitor their progress.
- Create a welcoming, safe, supportive and effective learning environment for students.

### Shared Decision Making

Through the school's School Advisory Council, parents will **review and give input in writing the school's Parent and Family Engagement Plan and evaluate the plan annually**. Parents will also give input in writing the **School-Compact**. Parents review the Title I Family Involvement Survey data results to determine change. Use of parental involvement funds are discussed. Parents receive information in a timely fashion and are informed of student curriculum and assessment. Parents will have opportunities to discuss school wide programming and review data reports.

### Communication

Parents will be provided information in a language and format which is easy to understand. We will communicate with parents by:

- Flyers/Class Dojo
- Emails/Phone (Parent Link)
- Agendas / Communication folders
- School website
- School Advisory Council– parents are invited to participate on this council.
- Family Involvement Surveys will be distributed to parents for parent input.
- Family Involvement Surveys will be reviewed by SAC.

### Volunteers

Parents are encouraged to volunteer at our school in a variety of capacities that address the needs of the students and school. *This Parent and Family Engagement Plan has been jointly developed and distributed to the parents of Melaleuca Elementary students.*

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Please sign that you have received the *Parent and Family Engagement* Summary and return to your child's teacher.

Student Name: \_\_\_\_\_

Parent Signature: \_\_\_\_\_