

## **2025-26 Oak Forest Family Engagement Plan**

**Oak Forest Elementary School encourages and supports family and community involvement. Our Family and Community Engagement Plan was developed jointly with parent and community stakeholder representatives to ensure that the expectations for parent and community involvement were clearly defined and agreed upon by the school and our parent and community stakeholders. The goal of our Family and Community Engagement Plan is to help parents and community become active partners in the education of our student population. Oak Forest faculty and staff believe that we have a special responsibility to our parents and the community to encourage and support active involvement. We believe that all stakeholders share the responsibility for student success.**

**To eliminate barriers to active parent and community involvement, we will do the following:**

- Consistently acknowledge and greet parents in a friendly manner.
- Schedule parent meetings at flexible meeting times.
- Meet the needs of our parents who do not speak English by translating all schoolwide written communication into Spanish and other languages, as necessary.
- Provide non-English speaking parents with an interpreter, when needed.
- Maintain a website with the principal's e-mail address.
- Give parents and community stakeholders the opportunity to communicate concerns, suggestions, etc. to the school's administration by completing a parent and community feedback form.
- Ensure teachers use clear, direct language when communicating with parents.
- Respond to parent requests, ideas, and concerns in a timely manner.

**To ensure that our parents and community stakeholders participate in the development and implementation of our school's program, Oak Forest will:**

- Provide opportunities for parents to serve on the School Leadership Committee and the RTI-2B Committee.
- Convene an annual meeting, at flexible meeting times, and invite parents to the annual meeting to inform parents of Title I guidelines, the school's participation in Title I, and their right to be involved.
- Involve parents in an organized, ongoing and timely way (plan, review programs).
- Collaborate with parents to jointly develop a Parent/School Compact that outlines shared responsibility for student learning.
- Disseminate the Parent/School compact to all students/parents and acquire the appropriate signatures.
- Send home weekly progress reports to keep parents informed of student progress.
- Provide regular and flexible parent meetings, Pre-K transition meetings, PTO meetings, and Curriculum Nights.
- Offer training and workshops to help parents develop strategies and skills that will help their children achieve at higher levels.
- Actively involve parents in our school improvement planning process.
- Encourage parents to regularly visit our school.
- Utilize partnerships with community organizations and local businesses.
- Inform parents of opportunities available through the district Parent Resource Center.
- Offer parents information about the curriculum, formative and summative assessments, and proficiency levels.
- Create a Title I Parent Handbook to inform parents about Title I guidelines and expectations.
- Send home a monthly newsletter and calendar to keep parents informed of schoolwide events and activities.
- Involve parents in the Family Engagement Plan and School/Parent Compact revision process and distribute revised documents to parents at the beginning of the 2025-26 school year.
- Provide a bulletin board at the front of the school to keep parents informed of opportunities and Parents' Right to Know issues.
- Schedule and conduct Family Curriculum Nights to engage families in meaningful learning activities.
- Provide timely information about parent programs, curriculum, academic assessments, proficiency levels.
- Conduct *Parents as Partners* training for faculty to ensure that parents are viewed as active participants in their child's education.

**Parents play an important role in the success of their children. Our parents can fulfill this by:**

- Attending meetings, programs, workshops, and other school activities.
- Participating in at least one school-sponsored parent-teacher conference.
- Serving on a committee and participating in the decision-making process.
- Responding to memos, surveys, and questionnaires expressing ideas and concerns.
- Serving as a volunteer at school.
- Ensuring that homework assignments are completed.
- Voicing concerns and providing feedback at parent meetings.

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