



# **Improvement Plan Stakeholder Involvement**

**Ockerman Elementary School**  
**Boone County**

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# TABLE OF CONTENTS

Introduction.....	1
Improvement Planning Process.....	2

## **Introduction**

The responses should be brief, descriptive, and appropriate for the specific section. It is recommended that the responses are written offline and then transferred into the sections below.

### Improvement Planning Process

#### Improvement Planning Process

**Describe the process used to engage a variety of stakeholders in the development of the institution's improvement plan. Include information on how stakeholders were selected and informed of their roles, and how meetings were scheduled to accommodate them.**

A variety of stakeholders are engaged in the development of the improvement plan. Stakeholders are members of the CSIP committee, members of the School Based Decision Making ( SBDM) council, Parent Teacher Organization ( PTO) members, other staff and committee members, parents and community members. SBDM meetings are scheduled in the evenings to allow for the greatest number of stakeholders to attend without impeding upon work schedules. SBDM members as well as meeting attendees are given ongoing information regarding the programming, policies, procedures and student achievement data / progress. Members take an active role in the reviewing and revising process as needed. School wide information is also shared at PTO meetings, posted on the school website, posted on the school Facebook page, sent out via Twitter, posted in the monthly newsletter, included in teacher newsletters, shared during conferences and parent meetings. Parent conferences are held a minimum of one time per year by all teachers with many teachers offering an additional formal conference in the spring. Stakeholders are welcomed and encouraged to request meetings as needed. SBDM parent members and PTO officer positions are elected by parent vote. Elections are organized by PTO parents. Committees are filled on a volunteer basis.

**Describe the representations from stakeholder groups that participated in the development of the improvement plan and their responsibilities in this process.**

SDBM council members, PTO parents, non PTO parents, CSIP committee members. Responsibilities in the process were to provide feedback to the various components of the CSIP from a parent, community representative, staff member perspective. Staff member representatives were responsible for sharing information with their grade level / content level team members and bringing feedback / input to the CSIP committee.

**Explain how the final improvement plan was communicated to all stakeholders, and the method and frequency in which stakeholders receive information on its progress.**

The final improvement plan is presented in draft form to the CSIP Committee and then to SBDM for approval prior to being submitted to the board members for approval before the final submission to KDE. Once it is approved it will be shared with staff via staff meeting for both certified and classified staff members. Once approved it will be shared with PTO members at the meeting following the approval by the board members. The CSIP and all components will also be uploaded onto the school website for by interested parties at any time.