

**Public Review Committee (PRC)  
Special School District of St. Louis County**

**Meeting Documentation**

**MEETING DATE: October 2, 2017    TIME: 6:00 PM**

**LOCATION: SSD Central Office – Executive Leadership Conf. Room**

**ATTENDEES:** Christina Blankenship, Larry Felton, Donette Green, Tina Hamilton, Veronica Leach, Jennifer Miller, Brenda Youngblood and Rita Boughan, recording secretary.

**HANDOUTS:** Agenda  
Draft Minutes from September 11, 2017  
Educational Partnership Agreement St. Louis County  
SSD Equity Study 2014  
May 2017 MQA Application  
List of Key Stakeholders  
2017-2022 CSIP

TOPIC	DISCUSSION
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**Call to Order**            Ms. Christina Blankenship called the meeting to order at 6:12 PM.

**Approve Minutes**      A motion to approve the minutes from the September 11, 2017 PRC meeting was made by Dr. Brenda Youngblood and seconded by Ms. Jennifer Miller. Motion approved unanimously.

**Public Comments**      None

**Meeting Norms**        Members discussed and set the PRC meeting norms as:

- Place all cell phones on silent and/or vibrate
- Limit extraneous and side conversations
- Adhere to the agenda and honor the time allotted for each item
- Engage in honest, focused, and respectful discussions
- Respect confidentiality
- Treat materials with discretion
- Questions and exchanging of information via email to entire group
- Review reports prior to meetings
- Monitor progress

A motion to approve the PRC meeting norms was made by Mr. Larry Felton and seconded by Dr. Donette Green. Motion passed unanimously.

**Data Sources** The committee reviewed the handouts (named above). Members reviewed the 2014 PRC recommendations along with the SSD status updates. Committee discussed recommendation topics for the 2018 report.

Committee decided that data request and questions should be sent to Mr. Larry Felton prior to the PRC meetings. Mr. Felton will compile and send to the whole committee.

**Key Stakeholders** Members reviewed the list of stakeholders. The PRC will meet with the SSD Parent Advisory Council (PAC) on January 10, 2018. The PRC would like to be on the agenda for a SSD Superintendent meeting.

The committee briefly discussed questions for and meeting with SSD Executive Leadership Team.

**Next Meeting** The members reviewed calendars and scheduled the next few meetings, all meetings listed will be at the SSD Central Office:

- Monday, October 16, 2017 (ELT Conf. Room – 6:00 p.m.)
- Monday, November 16, 2017 (ELT Conf. Room – 6:00 p.m.)
- Monday November 20, 2017 (ELT Conf. Room – 6:00 p.m.)
- Monday, December 11, 2017 (ELT Conf. Room – 6:00 p.m.)
- Monday January 8, 2018 (ELT Conf. Room – 6:00 p.m.)
- Wednesday, January 10, 2018 PRC and PAC (Board Room - 7:00 p.m.)

**Adjourn** A motion was made to adjourn meeting by Ms. Christina Blankenship and seconded by Ms. Veronica Leach. Motion passed unanimously. Meeting was adjourned at 8:11 p.m.

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Ms. Christina Blankenship, Co-Chair

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Mr. Larry Felton, Co-Chair