

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

**Meeting Documentation**

**MEETING DATE: April 15, 2014    TIME: 6:00 PM**  
**LOCATION: SSD Central Office – Executive Leadership Conf. Room**

**ATTENDEES:** Mike Aiken, Rob Castle, Larry Felton, Bruce Major, Anne Mitchell, Shelly Shray, Jack Williams,

**HANDOUTS:** Agenda  
Informational Minutes from April 1 2014 Survey Subcommittee Meeting  
Minutes from April 1, 2014 PRC Meeting

All handouts emailed prior to meeting

TOPIC	DISCUSSION
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**Call to Order**            Ms. Shelly Shray, Co-Chair called the meeting to order at 6:11 p.m.

**Approval of Minutes**            A motion was made by Dr. Jack Williams and seconded by Mr. Bruce Major to approve the minutes from the April 1, 2014 meeting. Motion passed unanimously.

**Public Comments**            None

**Survey Subcommittee**            Dr. Terry Jones has confirmed that he will do two (2) additional surveys: 1) Parents of students attending SSD buildings and 2) Parents of students attending Vocational Technical Education buildings.

**Request-SSD Equity Task Force**            Dr. Jack Williams presented a request from the SSD Equity Task Force. They would like the PRC to share the results of their surveys with the Equity Task Force.

A motion was made by Ms. Shelly Shray and seconded by Mr. Bruce Major to release a copy of the survey results to the Equity Task Force as soon as they are received by the PRC. Motion passed unanimously.

**Report Format**            The PRC discussed format of writing the report:

- Introduction – Describe the approach the PRC took
- Executive Summary
- Strengths
- Challenges
- Recommendations

The PRC discussed guidelines for the report:

- Processes

- Relationships
- Outcomes
- Compliance

The PRC will continue brainstorming at the next meeting starting with:

- Strengths and Challenges
- Opportunities and Threats

**CTE Committee** The PRC will be on the agenda of the May 9, 2014 Career Technical Education (CTE) committee.

**Adjourn** A motion was made by Mr. Larry Felton and seconded by Mr. Bruce Major to adjourn. The meeting was adjourned at 7:55 p.m.

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Dr. Randy Charles, Co-Chair

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Ms. Shelly Shray, Co-Chair

**Next Scheduled Meetings:**

**Tuesday, April 22, 2014 – Executive Board Room (Upper Level)**

**Tuesday, April 29, 2014 – Room 61 (Lower Level)**