



COMMUNITY ADVISORY COMMITTEE MEETING

February 7th, 2005

MINUTES

NCCSE Assistive Technology Lab
920 Boardwalk, Suite A, San Marcos



Note: Most meetings are held at 570 Rancheros Drive, Suite 220, San Marcos 92069

I. Welcome to alternate location and introductions—Lynne Bath, CAC Chairperson. The meeting was called to order at 6:40. New CAC members introduced themselves. Caroyn Bailey—Oceanside, Carmen Blum—SDUHSD Staff, Gloria Simmons—NCCSE Program Specialist assigned to San Dieguito, Andrea Hakala—Oceanside, Dick Montanari—Solana Beach.

II. Approval of December Minutes (January meeting cancelled due to heavy rain.)

III. Public comment—none

IV. Follow Up on Prior Months' Public Comments—none

V. Announcements

See attached for announcements.

VI. Program Director's Report—Executive Dir. Joe Schwartzberg reports the March groundbreaking on a building that will include NCCSE offices, the Assistive Technology Lab, the Hope Infant Program, and the San Marcos Unified School District. NCCSE is to move into the building at the corner of San Marcos Blvd. and Twin Oaks Valley Parkway in March 2006. The offices will feature high-tech meeting facilities with distance learning capabilities. Useful for professional development and meeting space for the districts.

VII. Bylaws Amendments—Chair Lynne Bath introduces amendments to the bylaws, which were considered individually.

- **Article II, Section 1.G.1—Ex-Officio Members** amended to eliminate assigned program specialist as a CAC non-voting member. Motion by Libba Jackson-D'Ambrosi, seconded and approved on voice vote.
- **Article IV, section 4.B.2—CAC Executive Committee** amended to read “the Parent Liaison will serve as an additional link to Cabinet for the CAC.” Motion by Libba Jackson-D'Ambrosi, seconded and approved.
- **Article V, Section 1.C.4.—Secretary duties** amended. Give notes to parent liaison, absence notification. Motion by Dawn Redman, seconded and approved.
- **Article V, Section 1.D.4—Public Relations Liaison** Amended to include updated duties. Motion by Libba Jackson-D'Ambrosi, seconded and approved.
- **Action: Article V.1.E —Add Legislative Liaison as an Executive Board position.** Also add description of Legislative Liaison duties. Motion by Dawn Redman, seconded and approved.

VIII. No Legislative Report

IX. Distribution and explanation of the Awards Ceremony. Nominations encouraged and due by March 11th. All CAC reps encouraged to attend the June 6th ceremony

X. Annual Symposium Evaluation: Parent Liaison Lisa Houghtelin reports 201 attendees at the Feb. 5th event. Includes 46 walkins, 27 using headsets for Spanish translation. 100 registered but were no-

shows. Attendance numbers have been about the same for about three years, so we would like to increase outreach efforts, since we could handle double that number. E-mail and newspaper announcements were increased this year. Current communications emphasis at NCCSE may help in our ability to reach parents.

XI. Business Meeting Adjourned.

XII. Presentation by Audrey Weed and Jeff Adams in the Assistive Technology Lab.

They demonstrated two software programs often used together: Write OutLoud and Co-Writer. Also passed around some low-tech aids, such as pencil grips, rulers, and colored transparencies to help with line tracking when reading.