

Action Plan 2005-2006

Communications Committee

Stephan Guthrie, Allison Mello, Pat Saylor, Brandon Smith, Melissa Moss, Chad
McEwan, Kim Hawkins, Jennifer Ferguson

Date	Activity	Responsible Party
Every Meeting	Provide CATT meeting minutes	<ul style="list-style-type: none"> ◆ Jennifer Ferguson-send notes to Paula ◆ Paula Borland-email minutes to members ◆ CATT members-send minutes to district directors
By October 17 th	Update distribution list	◆ Melissa Moss
By November 1 st	Talk with Caveland webmaster (Nick Skaggs) about setting up a "Spotlight on AT" page on Caveland website	◆ Melissa Moss
By December 6 th	Post free Math Master information to website	◆ Kim Hawkins
By December 6 th	Post information about Moodle to website	◆> Melissa Moss
By December 6 th	Explore virtual meetings and give update	◆ Pam Coe & Paula Borland