**Reminders**

* Eligibility Declaration: 1/13 @ 8:00am
* **EVENT MANAGEMENT PAPERWORK:** Julie Sanchez
* **Guests & Presentations**
* **NMAA Information**
* NMAA Scholarships: Nominations Due February 1
* **Sports Medicine/Athletic Training**
* AT Supply Budget: final deadline February 1
* Standing Orders for Athletic Trainers
* **District & Department Information**
* AACCA Safety Certification: Spirit Coaches
  + Course Description 🡪 <http://nfhslearn.com/courses/10000/aacca-spirit-safety-certification>
  + Certified Coach Search 🡪 <http://aacca.org/content.aspx?item=Resources/CoachSearch.xml>
  + Responsibilities of School AD
    - Identification
    - Confirmation
    - Notification
* FB Helmet Reconditioning/Inventory
  + Upcoming Questions/Confirmations
  + Identification of Problem Areas
* On-Campus Event Management
  + Admission & Re-Entry
  + Support Personnel
  + Hosting Game Officials
* NFHS Network: School Broadcasting Program
  + Video capturing device (VCD)
  + Subscriptions: source of revenue share profits ($45.00ea)
  + Schedule of Programming
* **Coordinator Reports**
* Albuquerque Metro Championships: Basketball - ED
  + Final Details & Reminders
* Track & Field Schedule: 2016 Varsity Schedule – ED
* Toni & Guy Scholarship Application – ED
  + Deadline: April 1, 2016
* Wrestling Events - RG
  + Weigh-ins & Mat Official Availability
  + Procedure: starting time, personnel, AT responsibility

* **Professional Development: Info & Ideas**
* Head Coach Feedback: Spring Sport Report
  + General Items
  + Tennis (B&G)
  + Track & Field (B&G)
  + Baseball
  + Softball
* **New Business for Next Time – TUESDAY, JANUARY 19 @ 8:30am**