**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**