**Reminders**

* NMAA Referenda Ballot DUE: 9/30 @ 12noon
* SOC/XC/VB Uniform Orders DUE: 10/10
* **EVENT MANAGEMENT PAPERWORK:** Julie Sanchez
* **NMAA Information**
* Regional Meeting with Sally Marquez: comments/questions/
* Board Meeting: review of referenda ballot items, Q&A
* Fall Conference: mandatory annual meeting – Tuesday, 10/11 (9am-12noon)
* **Sports Medicine/Athletic Training**
* SportsWare Information Database
	+ school significant injury reports – August 2016 to present
* **District & Department Information**
* Event Management Paperwork
	+ October 11
	+ October 25
* Student-Led Conference Days
* Uniform & Supply Orders
	+ adjustments of timeline
	+ submit to athletics@aps.edu
	+ conditions of uniform order approval
		- adhere to posted deadlines
		- do not exceed allocated amount
		- maximum of three quotes from awarded vendor list
		- specifications to be included in all quotes
* **Coordinator Reports**
* Rich Gerrells
	+ AED unit testing – monthly checklist
	+ Emergency response forms (ambulance calls)
	+ Travel & Transportation
		- ordering/confirmation of buses (early and often)
		- bus traveling party (limited use of 55 passenger)
* Leigh Reddinger
	+ Metro XC Meet Information
* **Resources for the School Athletic Director**
* **Items/Considerations for Next Time – TUESDAY, OCTOBER 18 @ 8:30am**