**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](mailto: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**