**Reminders**

* Inventory & Supply Orders: FB 12/12
* ABQ Metro Championship Basketball Forms: 12/12
* FB Helmet Reconditioning: Pick-up 12/12 – 12/15
* NMAA Winter Sports Online Info DEADLINE: 12/15
* Eligibility Declaration: 1/12 @ 8:00am
* **EVENT MANAGEMENT PAPERWORK:** Maria Munoz
* **Guests & Presentations:** Yvonne Garcia, Associate Superintendent, High Schools
* **NMAA Information**
* NMAA BOD Meeting: summary & minutes
* Referenda Ballot DUE: Friday, 12/9 @ 12:00pm

* Track & Field Sport-Specific Committee
* **Sports Medicine/Athletic Training**
* **District & Department Information**
* District Athletic Department Budget Review
  + FY17 operational budget
  + FY17 athletic fund projected expenses
  + FY17 athletic fund projected revenue
* Fall On-Campus Revenue/Expense Data: Volleyball, Soccer
* **Coordinator Reports**
* Rich Gerrells
  + C-Team Wrestling: final declaration, participation
* Ed Drangmeister
  + Metro Basketball Tournament Information
  + Football Helmet Reconditioning
* Ron Warren
  + Metro Spirit Information
* **Resources for the School Athletic Director**
  + **Pete Pino/Ray Rodriguez** 
    - initial review/revision/recommendation of APS summer policies, procedures & guidelines
  + **LeeAnn Moores/John Barnhill** 
    - * + collection of student-athlete information/confirming eligibility: overview of consistent practices & development of checklist
  + **Ben Brown/Tom Herndon** 
    - * + development of pre-season/in-season/post-season to-do lists for school AD for fall, winter and spring seasons
  + **Shonn Schroer/Adrian Ortega**
    - * + on-campus event management (volleyball, soccer, basketball, wrestling, baseball, softball, tennis): development of consistent practices and checklist
  + **Joe Coleman/Roy Sanchez** 
    - * + overview of school athletic staff (coaches, athletic trainer, support staff, event staff) supervision

* **Items/Considerations/Discussion for Next Time – TUESDAY, JANUARY 17 @ 8:30am**