**APS PRESEASON ATHLETIC MEETINGS – WINTER SEASON**

**MONDAY, NOVEMBER 17, 2014**

NEW Head Coaches – 6:30pm

Arroyo Chico Conference Room

* **Welcome & Introduction (Julie Sanchez – Associate Director of Athletics)**
* APS Athletic Department (APSAD) Staff
* Purpose of Meeting: Orientation to Functions of the APSAD
* **General Information (Kenny Barreras – Director of Athletics)**
* Responsibilities of the High School AD
* APS Athletic & Activity Code of Conduct
* Life of an Athlete Webinar ([www.lifeofanathlete.com](http://www.lifeofanathlete.com))
* CPR/AED Training
* NMAA Online Rules Clinics
* **Website & Calendar (Ed Drangmeister – District Athletic Facility Management, Track & Field)**
* APS Website ([www.aps.edu](http://www.aps.edu))
* APSAD Webpage ([www.aps.edu/athletics](http://www.aps.edu/athletics))
* Tandem Calendar: account, following, responsibilities
* Media Responsibilities
* **Scheduling, Officials & Travel (Rich Gerrells – Volleyball, Soccer, Basketball, Wrestling, Baseball, Softball)**
* Priorities & Details of Schedules
* Officials Information ([www.arbitersports.com](http://www.arbitersports.com))
* Transportation Guidelines
* Travel Procedures
* **Supplies, Equipment & Uniforms (Ron Warren – Football, Swimming, Spirit, Tennis, Golf)**
* Allocations, Regulations & Best Practices
* Inventory & Long-Range Planning
* Ordering & Receiving Procedures
* **Sports Medicine (Leigh Reddinger – Mid-School Athletics, Athletic Trainers, Cross Country)**
* Emergency Action Plan
* Physical Forms, Concussion Management Documentation, Insurance Requirements
* Safety & Wellness of Student-Athletes
* Athletic Trainer Coverage & Communication