



School Year Checklist

Use this checklist to make sure you're prepared for a great school year with DragonFly. Click on each item below to view instructions on accomplishing each task.

ATHLETIC/ACTIVITIES DIRECTOR

- [Roll Over Requirements for Eligibility](#)
- [Add All Facilities](#)
- [Add All Game Schedules](#)
- [Declare Teams with AAA](#)
- [Invite Coaches & Staff to DragonFly](#)
- [Join AHSAAA \(Optional\)](#)
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COACHES

- [Invite Parents & Students to DragonFly](#)
- [Schedule All Team Events](#)
- [Add Your Team Roster](#)
- [Enter Scores in SB Live](#)
- [Rules Meeting](#)
- [Join AHSCA \(Optional\)](#)
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BOOKKEEPER OPTIONAL

- [Add All School and/or Team Fees](#)
- [Get a Demo on DragonFly Payments](#)
- [Obtain DragonFly's W-9](#)
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MISCELLANEOUS

- [Public Directory](#)
- [Head Coaches](#)
- [Asst. Head Coaches](#)
- [Activites/Clubs](#)
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