



Kentucky High School Athletic Association

2280 Executive Drive ° Lexington, KY 40505 ° www.khsaa.org ° (859)299-5472 (859)293-5999 (fax)

MEMORANDUM

To: Superintendent, Principal, and Athletic Director
Bourbon County High School

From: Brigid L. DeVries, Commissioner
Larry Boucher, Assistant Commissioner *LB*

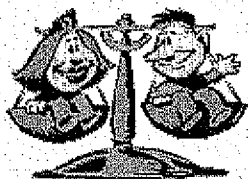
Date: April 23, 2004

Subject: 2003-2004 Title IX Annual Report Forms Submission

Enclosed please find a copy of Form T-65, The 2003-2004 Title IX Annual Report Forms Checklist. In addition, you may find an attachment with corrected copies of the forms submitted by your school personnel. Please review this information so the forms can be completed accurately in the future.

Also, KHSAA Audit Staff may have requested a re-submission of some of the 2003-2004 Annual Report Forms or need additional information on your athletic programs. Please submit this information by the date requested if this is applicable. Copies and all KHSAA Title IX documents must be kept current and included in your permanent Title IX File at the school. All documents are subject to Open Records Requests.

Should you need any further information, please do not hesitate to call anytime.



MEMORANDUM

TO: KHSAA Member School Superintendents, Principals, and Athletic Directors

FROM: Brigid L. DeVries, Commissioner
Larry Boucher, Executive Assistant Commissioner

DATE: April 23, 2004

RE: 2004 Title IX Forms Submission

School	Bourbon County High School	Reviewed by	Reba Woodall
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The following is a status report regarding the required 2003 - 2004 Title IX submission of forms due in to the KHSAA office by April 15, 2004. Appropriate audit personnel have reviewed these forms and the following is a summary of this review.

I. Checklist of Forms properly submitted in a satisfactory manner:

✓	GE 19 (Annual Verification)	✓	T-36 (Budget Expenses)
✓	T-1 (Summary Program Chart 1)		T-41 (Checklist – Overall Interscholastic Program)
	T-2 (Summary Program Chart 2)	✓	T-60 (Corrective Action Plan)
✓	T-3 (Summary Program Chart 3)	✓	T-63 (Interscholastic Survey Results)
✓	T-4 (Summary Program Chart 4)	✓	T-68 (Five Year Summary)
✓	T-35 (Budget Expenses)		

II. Status

A.		2003 – 2004 Forms are satisfactory and no further information or action is necessary at this time.
B.	✓	Errors have been noted with respect to the following: <ul style="list-style-type: none"> ▪ Form T-2; A corrected copy has been returned to you for placement in your Title IX file to ensure proper submission in the future.
C.	✓	The following forms were omitted and must be submitted by school representatives: <ul style="list-style-type: none"> ▪ Form T-41. Submit Form T-41 to the KHSAA by June 15, 2004.
D.	✓	Other Recommendation and Comments: <ul style="list-style-type: none"> ▪ It is recommended that students be placed on the Gender Equity Review Committee, and that they be active members of the Committee. ▪ On Form T-35, the budget shows \$290.44 spent per girl and \$433.20 spent per boys, which is a significant difference. This is an area where changes could be made and be included on Form T-60, the Corrective Action Plan. ▪ It is recommended that Form T-60, the Corrective Action Plan, be typed.

010733

2003-2004
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 2

KHSAA
 Form T2
 Rev. 8/03

Participation Opportunities Test Two

			Column 1	Column 2	Column 3	Column 4	Column 5
Program			Number of Teams Currently Offered	Number of Participants	Number of Teams Added in Last Five Years	Number of Participants Added in Last Five Years	Percent of Total Participation By Sex Added in Last 5 Years
GIRLS	Row 1	varsity:	9	100	4	62	27%
	Row 2	j.v.:	5	79	3	38	17%
	Row 3	frosk:	3	51	2	53	(14%) 23
	Row 4	total:	17	230	9	133	58%
BOYS	Row 5	varsity:	10	137	3	21	.10%
	Row 6	j.v.:	5	57	1	3	.01%
	Row 7	frosk:	1	16	0	0	
	Row 8	total:	16	210	4	24	11.4%

- 1) For Column 1, list the number of interscholastic teams offered for girls and boys at each competitive level (varsity, junior varsity, and freshman). For girls, total each of the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 2) For Column 2, list the number of participants at each level. For girls, total each of the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8. **Note:** The totals in Row 4 for girls and in Row 8 for boys must be the same as the totals in Form T-1, Column 3, Rows 1 and 2 respectively.
- 3) For Column 3, list the number of interscholastic teams that have been added in the last five years at each competitive level. Count each team added during the 5 year period only one time. e.g. Girl's junior varsity soccer was added 3 years ago, count the team only once, not 3 times. For girls, total the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 4) For Column 4, list the number of participants that are currently on each level of the teams that were added in the last five years. If a team was added previously but no longer exists, there are no current participants to be added for that team. For girls, total the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 5) For Column 5, calculate the percentage of participants that have been added in the last five years. For girls, take the number in Column 4, Row 4 and divide by the number in Column 2, Row 4. For boys, take the number in Column 4, Row 8 and divide it by the number in Column 2, Row 8.

Note: If the percentage of current participants added in the last five years is 25% or greater, compliance with test two may be possible. If less than 25%, then compliance with test three should be analyzed. **CAUTION:** 25% is not a formal compliance standard.

Principal's Signature: _____

Date: 4/7/04



2003-2004 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
ANNUAL VERIFICATION OF TITLE IX PROCEDURES

(To be submitted by April 15, 2004 along with other required forms)

APR 15 2004
The Bourbon Co. High School, Paris, Kentucky
(Name of High School) (City)

certifies to the Kentucky High School Athletic Association that the following is an accurate and true representation of the facts surrounding compliance with 20 U.S.C. Sections 1681-1688, et. Seq. (also known as Title IX)

I certify the following provisions in accordance with records at the school contained in the permanent Title IX file, and to the best of my knowledge have completed the following tasks. (All boxes must be checked)

- Established a gender equity committee at the high school. (list committee personnel and provide attachment if necessary)

Name	Address	Phone	Title
(see attached)			

- Scheduled a minimum of three meetings during the 2003-2004 school year on the following dates:

9/24/03, 1/20/04, 3/31/04, 5/12/04

- Designated the following person(s) as the Title IX coordinator for the school:

Kathy Johnston, Athletic Director, Bourbon Co. HS,
Name Title Address Phone
3343 Lexington Rd, Paris, Ky. 859-987-2185

- School personnel are continuing to make periodic reviews of the boys and girls athletics program reflected in the Corrective Action Plan.

- In addition to the above information, the above referenced school maintains a complete permanent file relative to Title IX records including copies of the self-assessment audit, all corrective action plans, and other related materials.

[Signature] Date April 7 20 04
Principal's Signature

[Signature] [Signature]
Superintendent Signature School Board Chairpersons' Signature

(Send original copy to KHSAA - Maintain duplicate in Title IX school folder)

Athletic Committee – Gender Equity

Kathy Johnston, Athletic Director

Nelson Faris, Baseball Coach

Brandon Salsman, Basketball Coach

Michael Bess, Girls and Boys Cross Country Coach

Cathy Frank, Golf Coach

Jeff Jett, Girls Soccer Coach

Tony Sosby, Fastpitch Softball Coach and parent

Mark Helton, Boys Tennis Coach

Laura Conley, Girls Tennis and Soccer Coach

Kip Williams, Girls and Boys Track Coach

Justin Ison, Volleyball Coach

John Townsend, Wrestling Coach

Mark Offutt, Parent and Site Base Council member

Kelly Hilander, Parent and Booster Club President

Drew Muntz, Principal

Sharon Rankin, Central Office person in charge of federal programs.

Address of members: Bourbon County High School
3343 Lexington Road
Paris, KY 40361

2003-2004
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1

KHSAA
 Form T1
 Rev. 8/03

Participation Opportunities Test One

		(Column 1)	(Column 2)	(Column 3)	(Column 4)
	Program	Enrollment	Percentage of Total Enrollment	Number of Interscholastic Participants (double and triple count)	Percentage of Total Participation
Row 1	GIRLS	365	47.28	230	52.27
Row 2	BOYS	407	52.72	210	47.73
Row 3	Totals	772	100%	440	100%

Instructions:

*Number of 8th grade students & below used in Column 3 and Column 4 calculations if applicable: 62

- Determine the total number of girls enrolled, (place in Row 1, Column 1). Determine the total number of boys enrolled, (place in Row 2, Column 1).
- Add the total number of girls and boys enrolled to determine total enrollment, (place in Row 3, Column 1).
- Calculate the percentage of total enrollment that is female. (Divide Row 1, Column 1 by row 3, Column 1 and place in Row 1, Column 2.) Calculate the percentage of total enrollment that is male. (Divide Row 2, Column 1 by Row 3, Column 1 and place in Row 2, Column 2.) Note: Row 1, Column 2 plus Row 2, Column 2 should total 100%.
- Ask the head coaches to review the most updated eligibility or squad lists for their teams. Ask coaches to confirm the names of those individuals who are on the team as of the first **date of competition**, and cross out the names of those who were cut from the team or quit the team prior to the first competitive event. Determine the total number of interscholastic athletics participants that are girls, (and place in Row 1, Column 3). In order to determine the total number of athletics participants, an individual should be counted each time he or she participates on a team. For example, if Jane Doe competes on the varsity volleyball team, the junior varsity volleyball team, the junior varsity basketball team, and the varsity softball team, she should be counted as four participants (**do not include club or intramural sports participants, cheerleaders, dance teams, or pom squads**). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- Calculate the percentage of female participation. (Row 1, Column 3 divided by Row 3, Column 3 and place in Row 1, Column 4.) Calculate the percentage of male participation. (Row 2, Column 3 divided by Row 3, Column 3 and place in Row 2, Column 4.) Note: Row 1, Column 4 plus Row 2, Column 4 should total 100%.

Note: While being within three percent is not a formal compliance standard; if the percent listed in Row 1, Column 4 is within 3% of Row 1, Column 2, then it provides a good target within which compliance is likely.

Principal's Signature: [Signature]

Date: 4/7/04

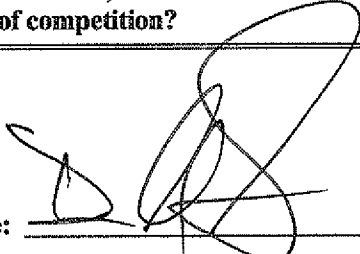
2003-2004
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 3

KHSAA
 Form T3
 Rev. 8/03

Participation Opportunities Test Three

FOR ANY QUESTION ANSWERED "YES" IDENTIFY THE RESPECTIVE SPORT(S).

	GIRLS (Yes / No)		BOYS (Yes / No)
1. For a sport not currently played at the interscholastic level (varsity, junior varsity, or freshman) in your school, is there an intramural team offered for that sport?	No		No
2. For a sport <u>not</u> currently offered in your interscholastic athletics program, is there sufficient interest to form a viable interscholastic team based on participation on an intramural team or community recreation teams?	No		No
3. For a sport <u>not</u> currently offered, is there sufficient interest to form a viable interscholastic team based on student responses from the interscholastic survey?	Yes		No
4. For a sport currently offered at the varsity level only, is there sufficient interest to form a viable team for a junior varsity, or freshman team that is not currently offered?	No		No
5. For a sport currently offered at the junior varsity or freshman level is there sufficient interest to form a varsity team not currently offered?	No		No
6. If you answered YES to question (1), (2), (3), (4), or (5), are there enough high schools in your geographic area offering the sport (at the appropriate level) to allow for the development of a reasonable schedule of competition?	Yes		/

Principal's Signature:  Date: 4/7/04

3. 9 responses of interest in girls golf, we will make it part of our plan to try & offer a team again for fall 2004.

2003-2004
ACCOMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 4

Levels of Competition Test One

		Column 1	Column 2	Column 3
Girls	Team Levels	Number of Teams Currently Offered	Number of Participants	Percentage of Participants at Each Level
Row 1	varsity:	9	100	43.48
Row 2	j.v.:	5	79	34.35
Row 3	frosh:	3	51	22.17
Row 4	total:	17	230	100%
Boys				
Row 5	varsity:	10	137	65.24
Row 6	j.v.:	5	57	27.14
Row 7	frosh:	1	16	7.62
Row 8	total:	16	210	100%

- 1) Column 1, list the number of interscholastic teams offered for girls and boys at each competitive level; varsity, junior varsity, and freshman. (Refer to Form T-2, Accommodation of Interests and Abilities, Summary Program Chart 2, Column 1.)
- 2) For Column 2, list the number of participants at each level. For girls, total the entries in Rows 1, 2, and 3 into Row 4. For boys, total the entries in Rows 5, 6, and 7 into Row 8. (Refer to Form T-2, Accommodation of Interests and Abilities, Summary Program Chart 2, Column 2.)
- 3) For Column 3, calculate the percentage of female and male participants at each level.
For girls' varsity, junior varsity, and frosh, respectively:
 - Divide Column 2, Row 1 by Column 2, Row 4, and place the percentage in Column 3, Row 1.
 - Divide Column 2, Row 2 by Column 2, Row 4, and place the percentage in Column 3, Row 2.
 - Divide Column 2, Row 3 by Column 2, Row 4, and place the percentage in Column 3, Row 3.
 For boys' varsity, junior varsity, and frosh, respectively:
 - Divide Column 2, Row 5 by Column 2, Row 8, and place the percentage in Column 3, Row 5.
 - Divide Column 2, Row 6 by Column 2, Row 8, and place the percentage in Column 3, Row 6.
 - Divide Column 2, Row 7 by Column 2, Row 8, and place the percentage in Column 3, Row 7.

Principal's Signature: _____

Date: _____

4/7/04

**2003-2004
BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment)		facilities improvements		publications (if sport-specific)	
	B	E	B	E	B	E	B	E	B	E	B	E
G basketball	7200.	7482.	2100.	1093.	300.	297.	13500	13500			400.	250.
B basketball	9500.	8092.	2200.	1915.	300.	297.	13500	13500			400.	250.
G softball	7500.	7900.	1500.	1141.	300.	276.	5500	5500				
B baseball	4200.	4253.	1600.	1478.	300.	276.	5924	5924				
G cross country	800.	570.	400.	282.	200.	133.	1600.	1600.				
B cross country												
G golf												
B golf	800.	689.	250.	103.	100.	83.	1600	1600				
G soccer	2000.	1545.	1500.	1187.	300.	288.	5700	5700			1000.	200.
B soccer	3200.	3169.	1800.	1381.	300.	287.	5700	5700				
G swimming	800.	775	100.	0	100.	78.	1600.	1600.				
B swimming	800.	775	100.	0	100.	78.						

1. Budget and expenditures on this 2003-2004 year report due by April 15, 2004, should reflect the total monies budgeted and spent for the entire year of 2002-2003 ending June 30, 2003. 430.20

2. "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures. 396.44

3. Booster Club Funding/Contributions must be included in the expenditures total. 57.6%

4. Indicate percentage of total expenditures for each gender: Total Expenditures \$ 157,776. % for boys % for girls 42.3%

Principal's Signature: _____ Date: 4/7/04

35,200 9180 2093 51,624 1400.

42203=0
42203=0

**2003-2004
BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2
TO INCLUDE BOOSTER CLUB FUNDING**

Teams	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment)		facilities improvements		publications (if sport-specific)	
	B	E	B	E	B	E	B	E	B	E	B	E
G track	90	65.00	1200	930	300	228	4000	4000				
B track												
G tennis	250	175	300	212	150	174	1000	1000				
B tennis	250	175	300	212	150	174	1000	1000				
G volleyball	2500	2225	1500	1112	350	267	5500	5500				
B wrestling	2100	2120	2500	2873	300	281	5500	5500				
G (list sport)												
B (football)	9200	9831	1200	860	350	267	18000	18000				
G (list sport)												
B (list sport)												

1. Budget and expenditures on this 2003-2004 year report due by April 15, 2004, should reflect the total monies budgeted and spent for the entire year of 2002-2003 ending June 30, 2003.
 2. "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
 3. Booster Club Funding/Contributions must be included in the expenditures total.
 4. Indicate percentage of total expenditures for each gender: Total Expenditures \$ _____ % for boys _____ % for girls _____

Principal's Signature:  Date: 4/7/04

13177
6000
12911
30,200

2003-2004
TITLE IX

CORRECTIVE ACTION PLAN

SCHOOL NAME
Bowling Co.

To complete this form, indicate the intended area which needs corrective action, the suggested change and time table for implementation. You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2004.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
1. Girls BKB game scheduling	50% of home games on prime time	June 2004
2. Girls Golf	Offer girls golf as based on survey results	Aug. 2004
3. Athletic facility weight room	develop schedule based on priority need & sports in season & upcoming sports	Aug - 2004 / Dec. - 2004 / Feb. - 2004 / April 2005
4. Baseball & softball salary schedule	have equitable pay amounts of head & assts.	April 2004 (completed)
5. Practice schedule for GBB	reduce # of games on Monday as to avoid Sunday practices	Aug. - 2004

For all areas currently identified as items for correction, an intended corrective action explanation is needed. THIS FORM SHALL BE TYPED.

Principal's Signature:  Date: 4/7/04

2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY
Summary of Student Responses

School Name	Bourban County High
School Enrollment	772
Date	4/7/04
Completed By	Kathy Johnston

Instructions:

1. Summarize the Student Athletics Interest Surveys Form T-61 by listing the total number of responses on the line next to each sport.
2. Under the Other Category please provide a listing of the sports as well as the number of students who are interested in participating.
3. Please sign and date the Summary Form (T-63) and mail the Summary Form only to the KHSAA by April 15, 2004. Do not mail the student surveys (Form T-61). However, these Forms should be maintained in your files in the event they are requested subsequently.

817 Number of Surveys

722 Total Returned (A minimum of 80% return is expected) ^{88%}

8-11 Grades Surveyed

How Was The Survey Administered? Homerooms

(e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

11 Cross Country (Girls)
8 Cross Country (Boys)
14 Field Hockey (Girls)
118 Football (Boys)
9 Golf (Girls)
27 Golf (Boys)
37 Soccer (Girls)
44 Soccer (Boys)
56 Volleyball (Girls)
4 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

53 Basketball (Girls)
110 Basketball (Boys)
52 Gymnastics (Girls)
15 Indoor Track (Girls)

14 Indoor Track (Boys)
45 Swimming & Diving (Girls)
11 Swimming & Diving (Boys)
28 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

80 Baseball (Boys)
62 Fast Pitch Softball (Girls)
19 Slow Pitch Softball (Girls)
41 Tennis (Girls)
17 Tennis (Boys)
21 Track (Girls)
31 Track (Boys)

Other Sports (From Student Survey T-61 Question 10)

Name of Sport	Number of Students Interested In Participating
<u>Lacrosse - 19</u>	_____
<u>Gymnastics - 11</u>	_____
<u>Hunting - 5</u>	<u>Motorcross - 1</u>
<u>Hockey - 8</u>	<u>Powder Puff FB - 7</u>
<u>Rodeo - 3</u>	_____
<u>Paintball - 2</u>	_____
<u>Martial Arts - 1</u>	_____
<u>Boxing - 1</u>	_____

Number of Students who participate in Intramural Sports.
(From Student Survey T-61 Question 5)

<u>Sport</u>	<u>Number</u>
<u>Basketball - 14</u>	_____
<u>Softball - 18</u>	_____
<u>Soccer - 14</u>	_____
<u>Swimming - 13</u>	_____
<u>Gymnastics - 12</u>	_____
<u>Baseball - 13</u>	_____

List Intramural Sports students are interested in adding:
(From Student Survey T-61 Question 6)

<u>Sport</u>	<u>Number</u>
<u>Lacrosse - 11</u>	<u>Bowling - 14</u>
<u>Racquetball - 3</u>	<u>Boxing - 4</u>
<u>Ice Skating - 13</u>	<u>Ice Hockey - 8</u>
<u>Gymnastics - 13</u>	<u>Rodeo - 1</u>
<u>Badminton - 3</u>	<u>Rugby - 1</u>
<u>Paintball - 6</u>	<u>Basketball - 7</u>
<u>Girls football - 6</u>	

Participation in Non-School Sports Activities
(From Student Survey T-61 Question 7)

163 total participants in non-school act.

Sport	Number
Aqua BKB - 14	Rodeo - 3
Horseback Riding - 3	Paintball - 3
Softball - 11	Dance - 6
Volleyball - 5	Gymnastics - 4
Judo Soccer - 8	Shooting - 2
Swim - 4	Martial Arts - 2
Wrestling - 2	Skating - 4

Reasons for not participating in interscholastic athletics.
(From Survey Question 8)

Response	Number
45 I prefer other activities such as band, chorus, etc.	
98 I don't have time	
33 The practice schedules and game times are inconvenient	
37 The sport I like isn't offered	
30 It's too expensive	
17 I prefer to participate in club or intramural sports	
42 Working	
95 Other	

Student Suggestions to encourage participation

More trips	
playing school day	better publicize tryouts
have prizes	make more fun
practice during day	less money needed
gym fees all year	

Principal's Signature

Date

4/7/04