



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
Greenwood High School

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

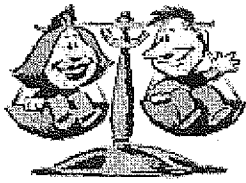
Date: June 9, 2004

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, Assistant Commissioner

DATE: June 7, 2004

RE: 2004 Title IX Forms Submission

School	Greenwood High School	Reviewed by	Gary W. Lawson
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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 forms:
C.		The following forms were omitted and must be submitted by school representatives:
D.	✓	<p>Other Recommendation and Comments:</p> <ul style="list-style-type: none"> ▪ All calculations appear to be correct. ▪ According to the data provided, it appears that the school is <u>not</u> meeting the standards established in any of the three tests for Opportunities for female athletes (Forms T-1, T-2 & T-3). At this point, it would appear that there is a definite need to seriously evaluate your offerings and/or level of participation. This evaluation should be pursued both by the school administration and the Gender Equity Review Committee. Future Corrective Action Plans should reflect this as a number one priority. ▪ It is recommended that students be placed on the Gender Equity Review Committee, and that they be active members of the Committee.



**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 Greenwood High School, Bowling Green, 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
Chris Gage	160 Collett View	B.G. Ky 42104 (270) 746-9458	Baseball Coach
Amy Helliwell	351 Veterans Ave.	B.G. Ky 42104 (270) 746-9715	Soccer Coach-G
Dan Martin	1617 Seminole Way	B.G. Ky 42103 (270) 842-2976	G/B Tennis Coach
Matt Osborne	1711 Glendale Drive	B.G. Ky 42104 (270) unlisted	G/B Track Coach
Todd Tolbert	187 Fox Run Way	B.G. Ky 42104 (270) 781-8548	Athletic Director
Ken Waddell	630 McElweiss Ct.	B.G. Ky 42101 (270) 746-0554	(G) Basketball Coach
Holly Whittinghill	450 Grinstead Way	B.G. Ky 42103 (270) 843-0963	Volleyball Coach

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

February 27, 2004
March 5, 2004
March 10, 2004

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

Randall Jackson Director of District-Wide Student and Support Services Warren County-Central Office
P.O. Box 51816
B.G. KY 42102-6810 (270)
Name Title Address Phone 781-5150

- 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.

Mark Day
Principal's Signature

3-25 2004
Date

[Signature]
Superintendent Signature

[Signature]
School Board Chairpersons' Signature

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

**ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1**

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	610	48.3%	240	39.8%
Row 2	BOYS	654	51.7%	363	60.2%
Row 3	Totals	1264	100%	603	100%

Instructions:

*Number of 8th grade students & below used in Column 3 and Column 4 calculations if applicable: 87

- 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:  Date: 3-25-04

**ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 2**

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	144	1(VB)	12	
	Row 2	j.v.:	5	63	1(VB)	10	
	Row 3	frosh:	3	33	1(VB)	11	
	Row 4	total:	17	240	3	33	13.8%
BOYS	Row 5	varsity:	9	232	0	0	
	Row 6	j.v.:	6	105	0	0	
	Row 7	frosh:	2	26	0	0	
	Row 8	total:	17	363	0	0	0%

- 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.
- 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.
- 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.
- 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.
- 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: 3-25-04

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

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?	Yes Slow Pitch Softball		Yes Wrestling
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 Slow Pitch Softball LaCrosse		Yes Wrestling LaCrosse
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?	Yes Tennis Track		Yes Tennis Track
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?	No 2,3 Yes, 9th or JV Tennis or Track		No 2,3 Yes, 9th or JV Tennis or Track

Principal's Signature: Mark A. Das Date: 3-25-04

**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	\$4,000	\$16,661	\$2,500	\$3,549	0	\$2,527	\$12,100	\$12,100	0	\$7,638	0	\$1,159
B basketball	\$4,000	\$44,674	\$2,500	\$3,590	0	\$450	\$12,100	\$12,100	0	0	0	\$7,638
G softball	\$3,000	\$25,663	\$2,200	\$3,215	0	\$561	\$12,100	\$12,100	0	0	0	\$609
B baseball	\$3,000	\$21,492	\$2,200	\$19,731	0	\$349	\$4,300	\$5,300	0	\$1,265	0	0
G cross country	\$750	\$5,458	\$2,500	\$2,450	0	\$2,408	\$4,300	\$4,300	0	\$10,026	0	0
B cross country	\$750	\$12,349	\$1,000	\$1,660	0	\$2,408	\$1,300	\$1,300	0	0	0	\$675
G golf	\$750	\$10,939	\$1,000	\$1,660	0	\$2,408	\$1,300	\$1,300	0	0	0	\$675
B golf	\$750	\$7,385	\$700	\$1,051	0	\$1,056	\$1,300	\$1,300	0	0	0	0
G soccer	\$4,000	\$6,009	\$700	\$950	0	\$1,056	\$1,300	\$1,200	0	0	0	0
B soccer	\$4,000	\$17,992	\$2,200	\$5,362	0	\$2,240	\$4,300	\$7,100	0	\$5,688	0	\$360
G swimming	\$500	\$4,731	\$700	\$950	0	\$3,791	\$4300	\$9,300	0	\$10,757	0	\$360
B swimming	\$500	\$4,731	\$700	\$950	0	\$290	\$650	\$2,275	0	0	0	0

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 \$ 322,446 % for boys 47.9 % for girls 51.1

(A154,411) (A168,035)

Principal's Signature: Mark Adams

Date: 3-25-04

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	\$750	\$5,851	\$1,500	\$1,758	\$535	\$340	\$1,300	\$3,150	0	0	0	0
B track	\$750	\$5,851	\$1,500	\$1,758	\$535	\$340	\$1,300	\$3,150	0	0	0	0
G tennis	\$500	\$1,313	\$500	\$659	\$313	\$313	\$1,300	\$1,300	0	0	0	0
B tennis	\$500	\$1,313	\$500	\$659	\$313	\$313	\$1,300	\$1,300	0	0	0	0
G volleyball	\$1,000	\$12,031	\$2,000	\$3,408	\$837	\$503	\$4,300	\$4,300	0	0	0	0
B wrestling	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
G (list sport)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
B (football)	\$10,000	\$23,001	\$2,200	\$3,750	\$5,500	\$15,900	\$25,900	\$25,900	0	\$6,200	0	\$750
G (list sport)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
B (list sport)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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 \$ 115,336 % for boys 69.3 % for girls 30.7

Principal's Signature: Mick Adams Date: 3-25-04


(\$79,881) (\$35,455)

2003-2004 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form T41
Rev. 8/03

Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO (Respond based on Internal Evaluation by checking the appropriate column.)		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
OPPORTUNITIES			
Accommodation of Interest and Abilities			✓
BENEFITS			
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			N/A ✓
Tutoring			N/A ✓
Housing and Dining Facilities and Services			N/A ✓
Recruitment of Student Athletes			N/A ✓

Principal's Signature: 

Date: 3-25-04

Greenwood H.S.

CORRECTIVE ACTION PLAN

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
Volleyball Locker room needed	Transfer P.E. locker room to Volleyball team.	September 2003 to Nov. 2003 Locker room will be upgraded 2003-04 and 2004-05.
"Prime-Time" Games	Girls/Boys Basketball games will alternate. (6:00PM/7:30PM)	This will be implemented during the 2004-05 school year.
Volleyball - over budget in travel	Monitor trips to prevent the volleyball team from overspending.	The travel budget will be more closely monitored during 2004-05.
Uniforms	Develop a specific uniform purchase plan for male/female sports.	To be implemented during the 2004-05 school year.
Coaching - prepare for more immediate filling of a vacancy.	Plan for a new coach to be hired when they leave in the middle of the season. (Girls Basketball)	Work with Head Coach and Principal to implement during the 2004-05 season.
Female Participation	Evaluate girls sports to improve female participation.	A.P. will work with Girls Head Coach to get more female student-athletes.

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

Principal's Signature: *M. Adams* Date: 3-25-04

2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY
Summary of Student Responses

School Name	<i>Greenwood High School</i>
School Enrollment	<i>1264</i>
Date	<i>3/15/04</i>
Completed By	<i>Todd Tolbert, Athletic Director</i>

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.

1000 Number of Surveys
834 Total Returned (*A minimum of 80% return is expected*)
9, 10, 11 Grades Surveyed

How Was The Survey Administered? *It was given to all 9, 10, 11 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)

25 Cross Country (Girls)
28 Cross Country (Boys)
29 Field Hockey (Girls)
142 Football (Boys)
12 Golf (Girls)
35 Golf (Boys)
58 Soccer (Girls)
58 Soccer (Boys)
108 Volleyball (Girls)
20 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

76 Basketball (Girls)
132 Basketball (Boys)
66 Gymnastics (Girls)
71 Indoor Track (Girls) } *survey listed as boy's and girl's indoor track; not separate.*
71 Indoor Track (Boys) }
37 Swimming & Diving (Girls)
23 Swimming & Diving (Boys)

61 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

- 74 Baseball (Boys)
- 33 Fast Pitch Softball (Girls)
- 65 Slow Pitch Softball (Girls)
- 69 Tennis (Girls)
- 36 Tennis (Boys)
- 58 Track (Girls)
- 77 Track (Boys)

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

Name of Sport	Number of Students Interested In Participating
<u>LaCrosse</u>	<u>48</u>
<u>Hockey (Inline)</u>	<u>25</u>
<u>Rugby</u>	<u>25</u>
<u>Paintball</u>	<u>15</u>
<u>Disc Golf</u>	<u>14</u>
<u>Bowling</u>	<u>12</u>
<u>Girls Football</u>	<u>12</u>
<u>Pickle Ball</u>	<u>10</u>

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

Sport	Number
<u>Intramural sports are not offered at Greenwood High School.</u>	

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

Sport	Number
<u>Intramural sports are not offered at Greenwood High School.</u>	

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

Sport	Number
Basketball	107
Softball	61
Soccer	45
Baseball	28
Volleyball	17
Bowling	15

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

Response	Number
----------	--------

117 I prefer other activities such as band, chorus, etc.

166 I don't have time

56 The practice schedules and game times are inconvenient

49 The sport I like isn't offered

54 It's too expensive

35 I prefer to participate in club or intramural sports

95 Working

104 Other

no interest in sports at all, admittedly not into fitness, do not want to practice daily, concentrating on academics, were cut or did not make the team.

Student Suggestions to encourage participation

1. Provide more information/communication about try-outs and about each sport.
2. Offer more sports.
3. Lower the cost for athletes' participation.
4. Allow more players to make the teams/squads larger - less cuts.
5. Promote the fitness benefits more and the ability to meet people/more friends.


Principal's Signature

3-25-04
Date