## MEMORANDUM

To: Superintendent, Principal, and Athletic Director Muhlenberg South High School

From: Brigid L. DeVries, Commissioner Larry Boucher, Assistant Commissioner 6
Date: June 15, 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 15, 2004

## RE: 2004 Title IX Forms Submission

| School | Muhlenberg South High School | Reviewed by | Fran Edwards |
| :--- | :--- | :--- | :--- |

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:

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


| II. Status |
| :--- |
| A. $\checkmark$ 2003-2004 Forms are satisfactory and no further information or action is necessary at <br> this time. <br> B.  Errors have been noted with respect to the following forms: |
| C. |
| D. |
| The following forms were omitted and must be submitted by school representatives: |

## 2003-2004 KENTUCKY FIGH SCHOOL ATHLETIC ASSOCIATION ANNUAL VERIFICATION OF TITLE IX PROCEDURES <br> (To be submitted by April 15, 2004 along with other required forms)

The $\qquad$ Muhlenberg South High School, Greenville
(City) (Name of High School)
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)

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


October 3, 2003
March 1, 2004
(4) Designated the following persons) as the Title IX coordinator for the school:
$\begin{array}{lcc}\text { Les Brady } & \text { Assistant Principal/ AD } & 111 \text { Paradise St., Greenville } 270 \text { 338-6033 } \\ \text { Name } & \text { Title }\end{array}$
Title Address Phone
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 DX records including copies of the self-assessment audit, all corrective action plans, and other related materials.



Superintendent Signature
School Board Chairpersons' Signature
(Send original copy to KHSAA - Maintain duplicate in Tulle LX school folder)

## Participation Opportunities Test One

|  |  | (Column 1) | (Cohumn 2) | (Column 3) | (Column 4) |
| :---: | :--- | :---: | :---: | :---: | :---: |
|  | Program | Enrollment | Percentage of <br> Total <br> Enrollment | Number of <br> Interscholastic <br> Participants <br> (double and <br> triple count) | Percentage of <br> Total <br> Participation |
| Row 1 | GIRLS | 332 | 50.3 | 189 | 46.4 |
| Row 2 | BOYS | 329 | 49.7 | 218 | 53.6 |
| Row 3 | Totals | 661 | $100 \%$ | 407 | $100 \%$ |

Instructions:
*Number of $8^{\text {th }}$ grade students ${ }^{2}$ below used in Column 3 and Column 4 calculations if
applicable: $\qquad$ 21

1) 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).
2) Add the total number of girls and boys enrolled to determine total enrollment, (place in Row 3, Column 1).
3) Calculate the percentage of total enroliment 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\%.
4) 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 soffball team, she should be counted as four participants (do not include club or intramural sports participants, cheerleaders, dance teams, or pom sqads). Calculate the same way for boys and girls. * In addition, should $8^{\text {th }}$ 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 $8^{\text {id }}$ 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.
5) 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.

$$
\text { Principal's Signature: Mou fhed Date: } y-9-0 y
$$

Participation Opportunities Test Two


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: $\qquad$ Date: $\qquad$

## Participation Opportunities Test Three

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

|  | GIRLS <br> (Yes / No) | BOYS <br> (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 not 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 - <br> Volleyball | No |
| 3. For a sport not currently offered, is there sufficient interest to form a viable interscholastic team based on student responses from the interscholastic survey? | No | 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 | No |

Principal's Signature: $\qquad$ Date: $\qquad$

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: | 8 | 105 | 55.6\% |
| Row 2 | j.v.: | 4 | 62 | 32.8\% |
| Row 3 | frosh: | 2 | 22 | 11.6\% |
| Row 4 | total: |  | 189 | $100 \%$ |
| Boys |  |  |  |  |
| Row 5 | varsity: | 9 | 141 | 64.7\% |
| Row 6 | j.v.: | 6 | 70 | 32.1\% |
| Row 7 | frosh: | 1 | 7 | 3.2\% |
| Row 8 | total: |  | 218 | $109 \%$ |

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: $\qquad$ Date: $y-9-0 y$

budgeted and actual expendriures - Program comparison chart
To Inclume booster club funding


1. Badget and expenditures on this $\mathbf{2 0 0 3 - 2 0 1 4}$ year report due by April 15,2004 , should reflect the totat monies bodgeted and spent for the entire year of 2002-2003 ending June 36, 2 203.
2. "B" is for budgeted dollar amounts and " E " is for actual dolizar expenditures.
3. Booster Club Funding/Contributions must be inctuded in the expenditures total. 4. Indicate percentage of total expenditures for exch gender: Total Expenditures $\$$ Principafy Signature: Mat 1

| 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 | T | B | E | B | E |
| G Erack | 200 | 276 | 500 | 221 | 100 | 278 | 750 | 750 | 150 | 150 | NA | NA |
| B traek | 200 | 276 | 500 | 221 | 100 | 278 | 750 | 750 | 150 | 150 | NA | NA |
| G tennis | 500 | 930 | 400 | 575 | 100 | 57 | 1,125 | 1,125 | 150 | 150 | NA | NA |
| B tennis | 500 | 945 | 400 | 575 | 100 | 48 | 1,125 | 1,125 | 150 | 150 | NA | NA |
| G volleyball | NA | NA | NA- | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| B wrestling | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| G (list sport) | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| B (foothall) | 8,000 | 8,939 | 3,500 | 3265 | 150 | 308 | 12,800 | 12,800 | 250 | 326 | NA | NA |
| G (list sport) | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |
| B (list sport) | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA | NA |

1. Budget and expenditures on this 2003-2004 year report die by April 15, 2004, shoufd reflect the total monies budgeted and spent for the entire year of亲
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 tota
$\%$ for boys $63 \%$ for girls 37
Date: $\quad 4-9$
4. Indicate percentage of total expenditures for each gender: Total Expenditures $\$ 120,816$ Principal's Signature: Yyah jorath

Checklist - Overall Interscholastic Athletics Pragram


[^0]"
$\frac{\text { 2003-2004 }}{\text { TITE IX }}$
CORRECTIVE ACTION PLAN
SCHOOL NAME
Muhlenberg South High
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.
 THIS FORM SHALL BE TYPED.
Date: 4-9-04
Copyright 1999, Good Sports, Inc., Titte IX and Gender Equity Specialists. All rights reserved.

1. Is the School District offering the interscholastic sport(s) you want to play?
$-321$ Yes
$\overline{1} 1$, ice hockey 11 , rugby 4 , equestrian 1 , bowling 2 .
_215 $\qquad$ I am not interested in athletics
2. During the fall season, which interscholastic sport would you like to play?

| 65 | Football |
| :--- | :--- |
| -103 | Girls' Volleyball |
| -11 | Boys' Volleyball |
| -19 | Boys' Cross-Country |
| 23 | Girls' Cross-Country |
| 16 | Girls' Field Hockey |
| -28 | Boys' Golf |
| -13 | Girls' Golf |
| -33 | Boys' Soccer |
| 56 | Girls' Soccer |
| 200 | I would not participate |

3. During the winter season, which interscholastic sport would you like to play?

| -65 | Boys' Basketball |
| :--- | :--- |
| -38 | Girls' Basketball |
| -12 | Boys' Swimming \& Diving |
| -27 | Girls' Swimming \& Diving |
| $-36 \quad$ Boys' Wrestling |  |
| -44 | Girls' Gymnastics |
| -29 | Boys' and Girls' Indoor Track |
| $230 \_$I would not participate |  |

4. During the spring season, which interscholastic sport would you like to play?

| -34 | Boys' Track |
| :--- | :--- |
| -22 | Girls' Track |
| -44 | Girls' Tennis |
| -13 | Boys' Tennis |
| 39 | Girls' Slow Pitch Softball |
| -39 | Girls' Fast Pitch Softball |
| -61 | Boys' Baseball |
| 139 | I would not participate |

5. Do you participate in intramural sports? If you do, which sports(s)?
$\qquad$ Yes 377 _N
6. Which intramural sports, if any, would you like to see added?

Volleyball_12 basketball 10 football 7 kickball 7 lacrosse 6 slow pitch 1
7. Do you participate in non-school sport activities? If you do, which sport(s)?

| 148 | Yes |
| ---: | ---: |
| -327 | No |

8. Are you currently participating in interscholastic athletics during any season?
$\qquad$
_ No Why don't you participate in interscholastic athletics?
147 _ I prefer other activities such as band, chorus, etc.
$108 \quad$ I don't have time
21 ___ The practice schedules and game times are inconvenient
44 ___ The sport I like isn't offered
16 It's too expensive
16 I prefer to participate in club or intramural sports
$70 \quad$ Working
35 Other
not interested, not athletic, too embarrassed, doesn't like coach.
9. Do you have any suggestions to encourage participation?

Offer different sports, have intramurals, more sports in P.E., make admissions cheaper, Better uniforms, better equipment, should be cheaper.
10. Please list OTHER SPORTS you are interested in participating in and the sports season.

| Sport Season |  |
| :--- | :--- |
| Basebail 2 | Boxing 1 |
| Gymnastics 2 | Soccer 5 |
| Hunting 3 | Hockey 2 |
| Softball 23 | Running 1 |
| Volleyball 15 | Biking 1 |
| Basketball 8 | Motor cross 1 |
| Football 2 | Pool 1 |
| Paint ball 2 | Swimming 2 |
|  |  |



## 2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses

| School Name | Muhlenberg South High School |
| :---: | :---: |
| School Enrollment | 661 |
| Date | $3-25-04$ |
| Conapleted By | Les Broady |

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.
$\qquad$
$\qquad$ Number of Surveys

- 650 $\qquad$ Total Returned (A minimum of $80 \%$ return is expected)
-9-12__ Grades Surveyed
How Was The Survey Administered? Passed out during a CAPPS meeting.
(e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

| -23 | Cross Country (Girls) |
| :--- | :--- |
| -19 | Cross Country (Boys) |
| -16 | Field Hockey (Girls) |
| -65 | Football (Boys) |
| -13 | Golf (Girls) |
| -28 | Golf (Boys) |
| -56 | Soccer (Girls) |
| -33 | Soccer (Boys) |
| -103 | Volleyball (Girls) |
| -11 | Volleyball (Boys) |

Winter Sport (List Total Number of Participation Responses)
38 Basketball (Girls)
65 _ Basketball (Boys)
44 Gymnastics (Girls)
_12__Swimming \& Diving (Boys)

Spring Sport (List Total Number of Participation Responses)
61 Baseball (Boys)
$39 \ldots \quad$ Fast Pitch Softball (Girls)
39 Slow Pitch Softball (Girls)
$44 \quad$ Tennis (Girls)
13 ___ Tennis (Boys)
22 ___Track (Girls)
34 ___Track (Boys)

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

| Name of Sport |  | Number of Students Interested In Participating |
| :---: | :---: | :---: |
| Paintball | -3 |  |
| lacrosse | 25 |  |
| volleyball | - 50 |  |
| boxing | -7 |  |
| wrestlilng | 11 |  |
| ice hockey | 11 |  |
| rugby | 4 |  |
| bowling | -2 |  |

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

Sport
Basketball
Football
kickball
volleyball
lacrosse
slow pitch

Number


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

| Sport |  | Number |
| :---: | :---: | :---: |
| Basketball | 8 |  |
| Football | 7 |  |
| kickball | 5 |  |
| volleyball | 13 |  |
| lacrosse | 4 |  |
| slow pitch | 2 |  |

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

Sport basketball rodeo volleyball softball
baseball

| 15 | Number |
| :---: | :---: |
| 2 |  |
| 14 |  |
| 12 |  |

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

| Response | yes |
| :---: | :---: |

147 __ I prefer other activities such as band, chorus, etc.
108 _ I don't have time
$21 \ldots$ The practice schedules and game times are inconvenient
_44__ The sport I like isn't offered
16 It's too expensive
_16__I prefer to participate in club or intramural sports
_70__ Working
35 Other

Student Suggestions to encourage participation
Offer different sports, have intramurals, more sports in pe, make admissions cheaper, better
Uniforms and equipment, sports should be cheaper.
Muh Stinh
$4-9-04$
Principal's Signature
Date


[^0]:    Principal's Signature: $\qquad$ Date: $\qquad$

