## MEMORANDUM

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

From:

Date:
May 18, 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: May 18, 2004

## RE: 2004 Title IX Forms Submission

| School | Pendleton County High School | Reviewed by | Phyllis Catlett |
| :--- | :--- | :--- | :--- |

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.

1. 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) |
|  | T-3 (Summary Program Chart 3) | $\checkmark$ | T-63 (Interscholastic Survey Results)) |
| $\checkmark$ | T-4 (Summary Program Chart 4) | $\checkmark$ | T-68 (Five Year Summary) |
| , | T-35 (Budget Expenses) |  |  |

11. Status

| A. |  | 2003 - 2004 Forms are satisfactory and no further information or action is necessary at <br> this time. |
| :--- | :---: | :--- |
| B. | $\checkmark$ | Errors have been noted with respect to the following forms: <br> Form T-3 <br> A corrected copy of this form has been returned to you for placement in your permanent <br> Title IX file to ensure proper submission in the future. |
| C. | $\checkmark$ | The following forms were omitted and must be submited by school representatives: |
| D. | Oter Recommendation and Comments: <br> It is recommended that students be placed on the Gender Equity Review <br> Committee, and that they be active members of the Committee. <br> Come survey indicates a strong interest in swimming; therefore, the answer of Form <br> T-3, number 3 should be answered "yes". <br> Form T-61 is the student survey and should not be submitted with this report. |  |

## Participation Opportunities Test Three

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

|  | GIRLS |
| :--- | :--- | :--- | :--- |
| (Yes / No) | 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? |  |

Principal's Siguature:
 Date: $\qquad$

## 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 162004

 The Pendletan County |fHigh school, FAlmouth
(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)
$\square$ Established a gender equity committee at the high school. (list committee personnel and provide attachment if necessary)


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


D1 Designated the following persons) as the Title IX coordinator for the school;
 School personnel are continuing to make periodic reviews of the boys and girls athletics program reflected in the Corrective Action Plan.
(0) 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.


Participation Opportunities Test One

|  | 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 | $42 /$ | $49 \%$ | 185 | 42.79 |
| Row 2 | BOYS | 438 | $51 \%$ | 248 | $5 \% 39$ |
| Row 3 | Totals | 859 | $100 \%$ | 433 | $100 \%$ |

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

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 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\%.
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 I, 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 $8^{\text {th }}$ 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 $8^{\text {th }}$ 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.
Principal's Signature:

0 who Date:

4-14-04
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## 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 <br> Total <br> Participation <br> By Sex Added <br> in Last 5 <br> Years |
| GIRLS | Row 1 <br> Row 2 <br> Row 3 <br> Row 4 | varsity: | 7 | 115 | 1 | 11 |  |
|  |  | j.v.: | 4 | 56 | 1 | 13 | 䜌䜌 |
|  |  | frosh: | 2 | 14 | 1 | 8 |  |
|  |  | total: | 13 | 185 | 3 | 32 | $17.3 \%$ |
| BOYS | Row 5 <br> Row 6 <br> Row 7 <br> Row 8 | varsity: | 8 | 133 | 1 | 39 |  |
|  |  | j.v.: | 4 | 77 | 1 | 30 | 4 |
|  |  | frosh: | 2 | 38 | 1 | 9 |  |
|  |  | total: | 14 | 248 | 3 | 78 | 31.50 |

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.


## ACCOMODATLON OF INTERESTS AND ABILITIES SUMMARY PROGRAM CHART 4

## Levels of Competition Test One



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 I 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: $\qquad$ $4-14-04$
BÜDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CEART 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 | 4000 | 13241 | 2300 | 2128 | 660 | 600 | 15021 | 13029 |  |  |  |  |
| B basketball | 6000 | 8157 | 2000 | 2064 | 650 | 600 | 14378 | 14378 |  |  |  |  |
| G softball | 1800 | 8525 | 1000 | 714 | 300 | 290 | 4514 | $45 / 4$ | 35,000 | 35,823 |  |  |
| B baseball | 1800 | 7506 | 1200 | 882 | 350 | 300 | 4514 | 4514 |  |  |  |  |
| G cross country | 300 | 450 | 500 | 427 | 150 | 342 | 160, 50 | 1661,50 |  |  |  |  |
| B cross country | 300 | 450 | 500 | 426 | 150 | 342 | 1661.50 | 1661.50 |  |  |  |  |
| G golf | 360 | 581 | 250 | 186 | 50 | 45 | 1038 | 1038 |  |  |  |  |
| B golf | 360 | 581 | 250 | 186 | 50 | 55 | $10.38^{\circ}$ | 1038 |  |  |  |  |
| G soccer | 2000 | 1604 | 1000 | 514 | 400 | 409 | 5198 | 5198 |  |  |  |  |
| B soccer | 2000 | 1505 | 800 | 195 | 400 | 392 | 5198 | 5198 |  |  |  |  |
| G swimming |  |  |  |  |  |  |  |  |  |  |  |  |
| B swimming |  |  |  |  |  |  |  |  |  |  |  |  |

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.
A< Drect
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| 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 | 250 | $3 / 2$ | 400 | 379 | 150 | 191 | 996 | 996 |  |  |  |  |
| B track | 250 | $3 / 2$ | 400 | 379 | 150 | 191 | 996 | 996 |  |  |  |  |
| G tennis | 350 | 127 | 500 | 125 | 125 | 121 | 531.50 | 531.50 |  |  |  |  |
| B tennis | 350 | 127 | 500 | 125 | 125 | 121 | 531,50 | 531,50 |  |  |  |  |
| $G$ volleyball | 20000 | 22712 | 500 | 471 | 400 | 389 | 3320 | 3320 | 20,000 | 20399 |  |  |
| B wrestling |  |  |  |  |  |  |  |  |  |  |  |  |
| G (list sport) |  |  |  |  |  |  |  |  |  |  |  |  |
| $B$ (football) | 50,000 | 58295 | 900 | 815 | 500 | 476 | 12157 | $12 / 57$ |  |  |  |  |
| 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 $\$ 265,907$ DWCx REV. $8 / 9$

## Checklist - Overall Interscholastic Athletics Program


Principal's Signature:
 Date: $\qquad$
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 |
| :---: | :---: | :---: |
| Wire moke remple conches odll fill A ll coaching positions | As positions ane Auailable And qualified Fem, iles Apply | $2004-05$ |
| schedule more prime Time Gares for Girls Basketball | sehedule 3 rore prime Time Grres | 2004-05 |
| AARticipation in Girls sponts | Have Gorches facoudrace More penticipation in sports | 2004-05 |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| - |  |  |

## Principal's Signature: GRENTE

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1. Is the School District offering the interscholastic sport(s) you want to play? Q)

No, I want to play $\qquad$
I am not interested in athletics
2. During the fall season, which interscholastic sport would you like to play?
334 Football
346 Girls' Volleyball
40 Boys' Volleyball
426 Boys' Cross-Country
417 Girls' Cross-Country
413 Girls' Field Hockey
411 Boys' Golf
428 Girls' Golf
402 Boys' Soccer
391 Girls' Soccer
234 I would not participate
3. During the winter season, which interscholastic sport would you like to play? Boys' Basketball
Girls' Basketball
385 Boys' Swimming \& Diving
Girls' Swimming \& Diving
Boys' Wrestling
Girls' Gymnastics
Boys' and Girls' Indoor Track
312 I would not participate
4. During the spring season, which interscholastic sport would you like to play?

5. Do you participate in intramural sports? If you do, which sports(s)?

$\qquad$
6. Which intramural sports, if any, would you like to see added?

7. Do you participate in non-school sport activities? If you do, which sport (s)?
166 Yes $\qquad$
8. Are you currently participating in interscholastic athletics during any season?

I prefer other activities such as band, chorus, etc.
161 I don't have time
The practice schedules and game times are inconvenient The sport I like isn't offered
110 It's too expensive
111 I prefer to participate in club or intramural sports 150 Working
47 Other
9. Do you have any suggestions to encourage participation?

$\qquad$
$\qquad$
$\qquad$
10. Please list OTHER SPORTS you are interested in participating in and the sports season.


## 2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY <br> Summary of Student Responses



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.

550 Number of Surveys
450 Total Returned (A minimum of $80 \%$ return is expected)
9-11 Grades Surveyed

Fall Sports (List 'Total Number of Participation Responses)
412 Cross Country (Girls)
4126 Cross Country (Boys)
413 Field Hockey (Girls)
334 Football (Boys)
428 Golf (Girls)
411 Golf (Boys)
391 Soccer (Girls)
4102 Soccer (Boys)
346 Volleyball (Girls)
409 Volleyball (Boys)


Winter Sport (List Total Number of Participation Responses)


Summary Page No. 1

# 2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY 



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.

550 Number of Surveys
N56 Total Returned (A minimum of $80 \%$ return is expected)
q-11 Grades Surveyed
How Was The Survey Administered? Home hooms GRples 9-11 (e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)
44 Cross Country (Girls)
$\frac{40}{43}$ Cross Country (Boys)
$\frac{\text { Field Hockey (Girls) }}{79}$ Football (Boys)
$\frac{28}{45}$ Golf (Girls)
$\frac{65}{49}$ Soccer (Girls)
$\frac{\text { Soccer (Boys) }}{110}$ Volleyball (Giris)
47 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)
$\frac{10}{75}$ Basketball (Boys)
75 Gymnastics (Girls)
$\frac{121}{121}$ Indoor Track (Girls)
121 Indoor Track (Boys)
71 Swimming \& Diving (Boys)
Summary Page No. 1

Spring Sport (List Total Number of Participation Responses)
101 Baseball (Boys)
62 Fast Pitch Softball (Girls)
60 Slow Pitch Softball (Girls)
48 Tennis (Girls)
$4 \square$ Tennis (Boys)
48 Track (Girls)
4 Track (Boys)

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


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


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


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


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

G2 I prefer other activities such as band, chorus, etc.
I don't have time
The practice schedules and game times are inconvenient
The sport I like isn't offered
It's too expensive
11 I prefer to participate in club or intramural sports
150 Working
47 Other

## Student Suggestions to encourage participation



