## MEMORANDUM

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

From: Brigid L. DeVries, Commissioner Larry Boucher, Assistant Commissioner $\mathcal{Y} \%$ -
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.


## MEMORANDURA

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 | Pulaski County 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 (Interscholastic 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. |
| :--- | :---: | :--- |
| 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. | $\checkmark$ | Other Recommendation and Comments: <br> $\quad$ The Annual Report was well prepared. |

## 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)

The $\qquad$ High School, $\qquad$ Somerset (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
Gilbert Wilson ; 511 University Dr. Somerset, Ky. 42503 606-679-1574 PCHS Athletic Director Committee Chairman
Mike Deaton; 511 University Dr. Somerset, Ky. 42503. 606-679-1574 PCHS Principal Committee Vice Chairman Larry Bryson; 318 West Dixie Street; London, Ky. 40741; 606-878-7125 School Board Attorney
Barry Daulton; 3404 Amber Court; Somerset, Ky. 42503 606-679-7088 PCHS Parent - Site Based Council Jesse Carter; 825 Elrod Road; Somerset, Ky. 42503 606-274-4790 PCHS Male Student Athlete Representative Dee Dee Faulkner; 570 Blaze Valley Road; Somerset, Ky. 42501 606-679-5320 PCHS Parent Representative Brian Elliott; 511 University Dr. Somerset, Ky. 42503 606-679-1574 PCHS Faculty Representative Dennis Reynolds; 2031 Old Salts Road; Somerset, Ky. 42503 606-423-2125 PCHS Parent Representative Steven Butcher; 501 University Dr. Somerset, Ky. 42503 606-679-1574 Pulaski County Schools Title IX Coordinator
Stephen Byrd; 511 University Dr. Somerset, Ky. 42503 606-679-1574 PCHS Faculty and Cite Based Council Rep. Jim Wilson; 135 Deerfield Lane; Somerset, Ky. 42501 606-678-5865 Pulaski County School Board Member Kylie Meece; 1625 E. Mount Vernon St. 42503 606-679-1077 PCHS Female Student Athlete Representative Judy Carter; 825 Elrod Road; Somerset, Ky. 42503 606-274-4790 PCHS Parent Representative
Scheduled a minimum of three meetings during the 2003-2004 school year on the following dates: Tuesday, October 28, 2003
Thursday, February 26, 2004
Wednesday, April 7, 2004
Designated the following person(s) as the Title IX coordinator for the school:
Steven Butcher Title IX Coordinator Pulaski County Schools 501 University Dr. Somerset, Ky. 42503606 -679-1123

| Name | Title | Address | Phone |
| :--- | :--- | :--- | :--- |

School personnel are continuing to make periodic reviews of the boys and girls athletics program reflected in the Corrective Action Plan.
$\square$ 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 | Eurollment | 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 | 471 | $51 \%$ | 223 | $46 \%$ |
| Row 2 | BOYS | 459 | $49 \%$ | 260 | $54 \%$ |
| Row 3 | Totals | (Column 1) |  |  |  |

Instructions:
*Number of $8^{\text {th }}$ grade students \& below used in Column 3
and Column 4 calculations if
applicable: $\qquad$ 36 $\qquad$

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 I by Row 3, Column I 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 softball 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 $8^{\text {th }}$ 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.


[^0]
## 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 <br> Participants <br> Added in <br> Last Five <br> Years | Percent of <br> Total <br> Participation <br> By Sex Added <br> in Last 5 <br> Years |
| GIRLS | Row 1 | varsity: | 9 | 135 | 2 | 19 |  |
|  | Row 2 <br> Row 3 | j.v.: | 5 | 66 | 1 | 15 | . |
|  |  | frosh: | 2 | 22 | 1 | 10 |  |
|  | Row 4 | total: | 16 | 223 | 4 | 44 | 19.19 |
| BOYS | Row 5 | varsity: | 9 | 163 | 1 | 1 |  |
|  | Row 6 | j.v.: | 5 | 70 | 0 | 0 | $4$ |
|  | Row 7 | frosh: | 2 | 27 | 0 | 0 |  |
|  | Row 8 | total: | 16 | 260 | 1 | 1 | 10.4\% |

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 gitls, 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.


## ACCOMMODATION OF INTERESTS AND ABILITIES

## SUMMARY PROGRAM CHART 3

## Participation Opportunities Test Three

FOR ANY QUESTION ANSWERED "YES" IDENTIFY THE RESPECTIVE SPORTS).


Principal's Signature:


Date:


## ACCOMODATION 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 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.
$\bullet$
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 Cobain 2, Row 8, and place the percentage in Column 3, Row 7.


Date:


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the total monies budgeted and spent for the entire year of
\% for boys $\quad$._ for girls
Date:

|  | 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 | 2250 | 7812.30 | none | 8325.90 | 300 | 739.72 | 14,500 | none | none | none | none | 72.50 |
| B basketball | 2250 | 5247.73 | none | 7728.12 | 300 | 1593.25 | 14,500 | none | none | none | none | 72.50 |
| G softball | 1750 | 6094.63 | none | 1363.60 | 200 | 1344.00 | 6,000 | none | none | none | none | 34.50 |
| B baseball | 1750 | 6024.90 | none | 1672.61 | 200 | 192.00 | 6,000 | none | none | none | none | 34.50 |
| G cross country | 1200 | 714.19 | none | 1230.63 | 200 | 956.18 | 3,250 | none | See next |  | none | 48.50 |
| B cross country | 1200 | 714.19 | none | 1230.63 | 200 | 1056.18 | 3,250 | none | See next |  | none | 48.50 |
| G golf | 500 | 503.35 | none | 988.48 | 100 | 75.00 | 1,250 | none | none | none | none | 50 |
| B golf | 500 | 420.00 | none | 576.03 | 100 | 70.00 | 1,250 | none | none | none | none | 50 |
| G soccer | 1200 | 3164.71 | none | 303.83 | 200 | 641.08 | 6,000 | none | none | none | none | 50 |
| B soccer | 1200 | 3358.13 | none | 815.58 | 200 | 677.00 | 6,000 | none | none | none | none | 50 |
| G swimming | 500 | 400.00 | none | 38.50 | 100 | 93.00 | 1,250 | none | none | none | none | 0 |
| B swimming | 500 | 107.25 | none | 38.50 | 100 | 15.25 | 1,250 | none | none | none | none | 0 |



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


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
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2. Budget and expenditures o

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[^1]PULASKI COUNTY ETGH SCHOOL 2002-2003 Financial Report

| Sport | Girls | Boys |
| :---: | :---: | :---: |
| G BASKETBALL | \$31,450.42 |  |
| B BASKETBALL |  | \$29,141.60 |
| G SOFTBALL | \$14,836.73 |  |
| B BASEBALL |  | \$13,924.01 |
| G CROSS COUNTRY | \$6,199.50 |  |
| B CROSS COUNTRY |  | \$6,299.50 |
| G GOLF | \$2,866.83 |  |
| B GOLF |  | \$2,366.03 |
| G SOCCER | \$10,159.62 |  |
| B SOCCER |  | \$10,900.71 |
| G SWIMMING | \$1,781.50 |  |
| B SWIMMING |  | \$1,411.00 |
| G TRACK | \$5,618.42 |  |
| B TRACK |  | \$5,618.42 |
| G TENNIS | \$1,706.96 |  |
| B TENNIS |  | \$1,706.95 |
| G VOLLEYBALL | \$6,173.46 |  |
| B FOOTBALL |  | \$36,993.97 |
| TOTAL | \$80,793.44 | \$108,362.18 |
| TOTALS WITHOUT Football | \$80,793.44. | \$71,368.22 |

This report reflects the coaches salaries.

## 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 | TLME TABLE FOR CORRECTIVE ACTION |  |
| :--- | :--- | :--- | :--- |
|  | The only sports that Pulaski Co. does not offer are <br> Field Hockey, Gymnastics, and Wrestling. | We do not have enough interest in Field Hockey. When our <br> students learn that wrestling is not what they see on T $V$ and <br> that it is very heard work, much of their interest diminishes. |  |
|  | Our location in Southern Kentucky is a major travel <br> problem for these sports. | Gymnastics is offered in part in P E classes, dance and <br> cheerleading. |  |
|  |  |  |  |
|  |  |  |  |

- For all areas currently identified as items for correction, an intended corrective action explanation is needed. THIS FORM SHALL BE TYPED.
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1. Is the School District offering the interscholastic sport(s) you want to play?
$\qquad$ Yes
No, I want to play $\qquad$
$\qquad$ I am not interested in athletics
2. During the fall season, which interscholastic sport would you like to play?
$\qquad$ Football
Girls' Volleyball
Boys' Volleyball
$\ldots$ Boys' Cross-Country Girls' Cross-Country
___ Girls' Field Hockey
___ Boys' Golf
___ Girls' Golf
___Boys' Soccer
___ Girls' Soccer
___ I would not participate
3. During the winter season, which interscholastic sport would you like to play?


Girls' Basketball
Boys' Swimming \& Diving
___ Girls' Swimming \& Diving
____ Boys' Wrestling
Girls' Gymnastics
Boys' and Girls' Indoor Track
____ I would not participate
4. During the spring season, which interscholastic sport would you like to play?
___ Boys' Track
___ Girls' Track
___Girls' Tennis
___ Boys' Tennis
___ Girls' Slow Pitch Softball
___ Girls' Fast Pitch Softball
Boys' Baseball
$\qquad$ I would not participate
5. Do you participate in intramural sports? If you do, which sports(s)?
$\qquad$ Yes $\qquad$
$\square$ No
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)?
$\ldots$ Yes $\qquad$
$\qquad$ No
8. Are you currently participating in interscholastic athletics during any season?
$\qquad$ Yes
No Why don't you participate in interscholastic athletics?
I prefer other activities such as band, chorus, etc.
$\qquad$ I don't have time
The practice schedules and game times are inconvenient The sport I like isn't offered It's too expensive
_I I prefer to participate in club or intramural sports __ Working
$\qquad$ Other
9. Do you have any suggestions to encourage participation?
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$
10. Please list OTHER SPORTS you are interested in participating in and the sports season.

| (e) Spont | Seasem |
| :---: | :---: |
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Survey Page No. 2

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

| School Name | Pulaski County High School |
| :---: | :---: |
| School Enrollment | 930 |
| Date | February 24, 2004 |
| Completed By |  |

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.
$\qquad$ Number of Surveys
_954__ Total Returned (A minimum of $80 \%$ return is expected)
8-11__ Grades Surveyed
How Was The Survey Administered? $1^{\text {st }}$ period
(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)
28 _ Cross Country (Boys)
27__ Field Hockey (Girls)
__184__Football (Boys)
26__Golf (Girls)
33_Golf (Boys)
92__ Soccer (Girls)
_48__Soccer (Boys)
__147__ Volleyball (Girls)
__10_ Volleyball (Boys)
Winter Sport (List Total Number of Participation Responses)
_ 93__ Basketball (Girls)
_159___Basketball (Boys)
___86___Gymnastics (Girls)
_ $67 \ldots$ Indoor Track (Girls)
__67__Indoor Track (Boys)
73__Swimming \& Diving (Girls)
_ $20 \_$_ Swimming \& Diving (Boys)

Spring Sport (List Total Number of Participation Responses)
_118___Baseball (Boys)
_ 81 __ Fast Pitch Softball (Girls)
68._Slow Pitch Softball (Girls)

76__Tennis (Girls)
_ 24__Tennis (Boys)
_ 57__ Track (Girls)
_ 56__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)

| Sport <br> No Intramurals | Number |
| :--- | :--- | :--- |
| $\square$ | $\square$ |

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

| Sport <br> Baseball | Number |
| :--- | :--- |
| Softball | 53 |
| Soccer | -24 |
| Gymnastics | -17 |
| Volleyball | -23 |
|  | -5 |

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

59 I prefer other activities such as band, chorus, etc.
__201__I don't have time
_46 The practice schedules and game times are inconvenient
54__The sport I like isn't offered
_ 41 __It's too expensive
$17 \ldots$ I prefer to participate in club or intramural sports
77__ Working
_64__O_Other

Student Suggestions to encourage participation



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