



# 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  
Berea High School

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

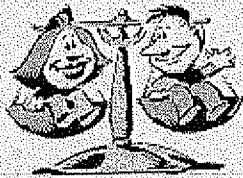
Date: June 6, 2005

Subject: 2004-2005 Title IX Annual Report Forms Submission

Enclosed please find a copy of Form T-65, the 2004-2005 KHSAA Title IX Annual Report Submission Status Report. 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 Team Members may have requested resubmission of some of the 2004-2005 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.



**KHSAA TITLE IX  
ANNUAL REPORT SUBMISSION  
STATUS REPORT  
2004-2005**

KHSAA  
Form T65  
Revised 4/05

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

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

DATE: June 6, 2005

|        |                   |             |                 |
|--------|-------------------|-------------|-----------------|
| School | Berea High School | Reviewed by | Phyllis Catlett |
|--------|-------------------|-------------|-----------------|

The following is a status report regarding the required 2004 - 2005 Title IX Annual Report submission of forms due into the KHSAA office by April 15, 2005. Appropriate KHSAA Audit Team 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-35 (Budget Chart)                                |
| ✓ | T-1 (Summary Program Chart 1) | ✓ | T-36 (Budget Chart)                                |
| ✓ | T-2 (Summary Program Chart 2) | ✓ | T-41 (Checklist - Overall Interscholastic Program) |
| ✓ | T-3 (Summary Program Chart 3) | ✓ | T-60 (Corrective Action Plan)                      |
| ✓ | T-4 (Summary Program Chart 4) |   |  |

II. Status

|    |   |  |
|----|---|--|
| A. | ✓ | 2004 - 2005 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. | ✓ | Other Recommendation and Comments: <ul style="list-style-type: none"> <li>▪ The school did address the volleyball interest on the Corrective Action Plan. What procedures have been taken to address this interest?</li> <li>▪ Thanks for all your hard work. Have a nice summer.</li> </ul> |



### 2004-2005 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION ANNUAL VERIFICATION OF TITLE IX PROCEDURES (To be submitted by April 15, 2005 along with other required forms)

APR 18 2005

The Berea Community High School, Berea, 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                       |
|-----------------|---------|-------|-----------------------------|
| Guy Colson      |         |       | School Board Attorney       |
| Donna Lovell    |         |       | Director of Pupil Personnel |
| Cecil Combs     |         |       | Athletic Director           |
| Casey Poynter   |         |       | Boys Track Coach            |
| Brenda Kidd     |         |       | Parent                      |
| Jonelle Csora   |         |       | Girls Softball Coach        |
| Chelsea Atwater |         |       | Student                     |

Scheduled a minimum of three meetings during the 2004-2005 school year on the following dates:  
February 21, 2005  
March 21, 2005  
April 18, 2005

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

|             |                   |                                   |              |
|-------------|-------------------|-----------------------------------|--------------|
| Cecil Combs | Athletic Director | #1 Pirate Parkway Berea, KY 40403 | 859-986-4911 |
| Name        | Title             | Address                           | Phone        |

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

|              |                             |                                    |              |
|--------------|-----------------------------|------------------------------------|--------------|
| Donna Lovell | Director of Pupil Personnel | # 3 Pirate Parkway Berea, KY 40403 | 859-986-8446 |
| 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.

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] \_\_\_\_\_  
Principal's Signature Date 4/14 2009

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

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

**2004-2005**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 1**

KHSAA  
 Form T1  
 Rev. 10/04

**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   | 168        | 55%                            | 133  | 44%                               |
| Row 2 | BOYS    | 137        | 45%                            | 171  | 56%                               |
| Row 3 | Totals  | 305        | 100%                           | 304  | 100%                              |

Instructions:

\*Number of 8<sup>th</sup> grade students & below used in Column 3 and Column 4 calculations if applicable: 29

- 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 8<sup>th</sup> 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<sup>th</sup> 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: 9/14/05

**2004-2005**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 2**

KHSAA  
Form T2  
Rev. 10/04

**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 |       |
| <b>GIRLS</b> | Row 1 | varsity:                          | 8                      | 86                                       | 1   | 21  |       |
|              | Row 2 | j.v.:                             | 3                      | 37                                       | 1   | 15  |       |
|              | Row 3 | frosh:                            | 1                      | 10                                       | 0   | 0   |       |
|              | Row 4 | total:                            | 12                     | 133                                      | 2   | 36  | 27.6% |
| <b>BOYS</b>  | Row 5 | varsity:                          | 9                      | 148                                      | 0   | 0   |       |
|              | Row 6 | j.v.:                             | 1                      | 15                                       | 0   | 0   |       |
|              | Row 7 | frosh:                            | 1                      | 8  | 0   | 0   |       |
|              | Row 8 | total:                            | 11                     | 171                                      | 0   | 0   | 0     |

- 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: 4/14/05

**2004-2005  
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) |
|-----------------|------------------------|---|--------------|---|-------------------------|----------------------------------|
|                 | Expenditures           | Expenditures  | Expenditures | Expenditures  | Expenditures            | Expenditures                     |
| G basketball    | 14200                  | <i>Board Pays Travel</i><br><br><i>paid by MALE Dept.</i> |              | 15300   |                         |                                  |
| B basketball    | 12700                  |   |              | 15300   |                         |                                  |
| G softball      | 4000                   |   |              | 3800  |                         |                                  |
| B baseball      | 1200                   |   |              | 3800  |                         |                                  |
| G cross country | 1900                   |   |              | 1100  |                         | 0                                |
| B cross country | 1900                   |   |              | 1100  |                         | 0                                |
| G golf          | 1000                   |   |              | 1300  |                         |                                  |
| B golf          | 1000                   |   |              | 1300  |                         |                                  |
| G soccer        | 2400                   |   |              | 5300  |                         |                                  |
| B soccer        | 5700                   |   |              | 5300  |                         |                                  |
| G swimming      | 400                    |   |              | 1100  |                         |                                  |
| B swimming      | 400                    |   |              | 1100  |                         |                                  |

1. Total expenditures on T-35 and T-36 on the 2004-2005 year report due by April 15, 2005, should reflect the total monies spent (rounded off to nearest hundred) for the entire year of 2003-2004 ending June 30, 2004.
2. Booster Club Funding/Contributions must be included in the expenditures total.

Principal's Signature: *[Signature]* Date: 4/14/05

**2004-2005  
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) |
|----------------|------------------------|--------------|--------------|---|-------------------------|----------------------------------|
|                | Expenditures           | Expenditures | Expenditures | Expenditures  | Expenditures            | Expenditures                     |
| G track        | 600                    |              |              | 2200  |                         |                                  |
| B track        | 600                    |              |              | 2200  |                         |                                  |
| G tennis       | 100                    |              |              | 1400  |                         |                                  |
| B tennis       | 300                    |              |              | 1400  |                         |                                  |
| G volleyball   | 0                      |              |              | 0   |                         |                                  |
| B wrestling    | 0                      |              |              | 0   |                         |                                  |
| G (list sport) | 0                      |              |              | 0   |                         |                                  |
| B (football)   | 5700                   |              |              | 14000   |                         |                                  |
| G (list sport) | 0                      |              |              | 0   |                         |                                  |
| B(list sport)  | 0                      |              |              | 0   |                         |                                  |

*Board Pays Travel*  
*financed by Wash. Dist.*

1. Total expenditures on T-35 and T-36 on the 2004-2005 year report due by April 15, 2005, should reflect the total monies spent (rounded off to nearest hundred) for the entire year of 2003-2004 ending June 30, 2004.  
 2. Booster Club Funding/Contributions must be included in the expenditures total.  
 3. Indicate percentage of total expenditures for each gender: Total Expenditures \$131,100.00  
 57% for boys \$4137  
 43% for girls \$4237

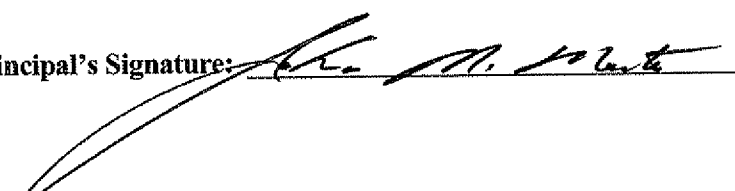
Principal's Signature: *[Signature]* Date: *4/14/05*

**2004-2005**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 3**

**Participation Opportunities Test Three**

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

|   | <b>GIRLS</b><br>(Yes / No) |  | <b>BOYS</b><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 <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, based on your most recent Student Interest Survey, to form a viable interscholastic team based on student responses from the interscholastic survey? If yes, what sport? | Yes /<br>Volleyball        |  | NO                        |
| 4. For a sport currently offered at the varsity level only, is there sufficient interest, based on your most recent Student Interest Survey, 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, based on your most recent Student Interest Survey, 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:  Date: 4/14/05



**2004-2005**  
**ACCOMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 4**

**Levels of Competition Test One**

|              |                    | <b>Column 1</b>                          | <b>Column 2</b>               | <b>Column 3</b>                                 |
|--------------|--------------------|--|-------------------------------|---|
| <b>Girls</b> | <b>Team Levels</b> | <b>Number of Teams Currently Offered</b> | <b>Number of Participants</b> | <b>Percentage of Participants at Each Level</b> |
| Row 1        | varsity:           | 8  | 86                            | 65%   |
| Row 2        | j.v.:              | 3  | 37                            | 28%   |
| Row 3        | frosh:             | 1  | 10                            | 7%  |
| Row 4        | total:             | 12                                       | 133                           | 100%  |
| <b>Boys</b>  |                    |  |                               |   |
| Row 5        | varsity:           | 9  | 148                           | 87%   |
| Row 6        | j.v.:              | 1  | 15                            | 8%  |
| Row 7        | frosh:             | 1  | 8                             | 5%  |
| Row 8        | total:             | 11                                       | 171                           | 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: \_\_\_\_\_

**2004-2005 KHSAA TITLE IX ATHLETICS AUDIT**  
**Checklist - Overall Interscholastic Athletics Program**

KHSAA  
 Form T41  
 Rev. 10/04

**DIRECTIONS:**

For the Areas of Compliance (Opportunities and Benefits) listed on the left hand side of the page, place a checkmark under the appropriate column identifying whether your school provided an advantage to the Girls' Program, or to the Boys' Program or to Neither Program.

| Areas of Compliance:                              | ADVANTAGE TO:  |               |                 |
|---|----------------|---------------|-----------------|
|   | GIRLS' PROGRAM | BOYS' PROGRAM | NEITHER PROGRAM |
| <b>OPPORTUNITIES</b>                              |                |               |                 |
| Accommodation of Interest and Abilities           | X              |               |                 |
| <b>BENEFITS</b>                                   |                |               |                 |
| Equipment and Supplies                            |                |               | X               |
| Scheduling of Games and Practice Time             |                |               | X               |
| Travel and Per Diem Allowances                    |                |               | X               |
| Coaching  |                |               | X               |
| Locker Rooms, Practice and Competitive Facilities |                |               | X               |
| Medical and Training Facilities and Services      |                |               | X               |
| Publicity   |                |               | X               |
| Support Services                                  |                |               | X               |
| Athletic Scholarships                             |                |               | X               |
| Tutoring  |                |               | X               |
| Housing and Dining Facilities and Services        |                |               | X               |
| Recruitment of Student Athletes                   |                |               | X               |

Principal's Signature:  Date: 4/14/05

2004-2005  
TITLE IX

CORRECTIVE ACTION PLAN

SCHOOL NAME  
BEREA HIGH SCHOOL

**DIRECTIONS:**

1. For Column 1, indicate the intended area which needs corrective action in order to achieve gender equity. For Column 2, write the suggested change or activities that will correct the area in need of alteration. For Column 3, include the estimated completion date for the changes or activities.
2. It is possible to attain compliance with Title IX and no longer need "corrective" action. However, the KHSAA strongly encourages compliant schools to identify items for improvement (Column 1), activities to accomplish the improvement (Column 2) and a timetable for completion (Column 3) that will strengthen the athletic program.
3. You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2005.

| COLUMN 1<br>ITEM FOR CORRECTION/<br>IMPROVEMENT         | COLUMN 2<br>SUGGESTED CHANGE/<br>ACTIVITIES  | COLUMN 3<br>TIME TABLE FOR CORRECTIVE ACTION/<br>COMPLETION                 |
|---|--|---|
| Weight Room Equipment                                   | Equipment will be bought that will be beneficial to both male and female athletes.                         | Improvements will be made as funds are available for the years 2004 - 2006. |
| Playing surface of football and soccer fields enhanced. | Funding will be sought to apply Crumb Rubber to the natural grass field to allow teams to host more games. | To be completed and ready for use by July 2005.                             |
| Prime Scheduling for Boys and Girls                     | Scheduling will be done to assure boys and girls basketball have ample prime time games scheduled.         | 2005 - 2006 Seasons   |
|   |  |   |
|   |  |   |
|   |  |   |
|   |  |   |
|   |  |   |
|   |  |   |

Principal's Signature:  Date: 4/14/05