




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
Muhlenberg North High School

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

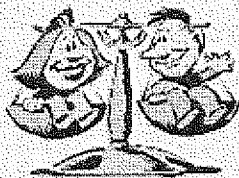
Date: September 9, 2005

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: September 9, 2005

School	Muhlenberg North High School	Reviewed by	Fran Edwards
--------	------------------------------	-------------	--------------

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 Expenses)
✓	T-1 (Summary Program Chart 1)	✓	T-36 (Budget Expenses)
✓	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:



**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 27 2005 at Muhlenberg North High School, Greenville, 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
Brad Phipps	301 North 5 th St. Central City, KY 42330	270-757-9692	Athletic Director
Brad Divine	301 Meadowhill Central City, KY 42330	270-754-4267	Head Girls Golf/Asst. Boys Basketball
Gloria Mercer	107 Fairway Dr. Central City, KY 42330	270-754-9271	Head Tennis/Parent/Teacher
Philip Oliver	151 Mayhugh Ln. Central City, KY 42330	270-754-2604	Head Football/Parent
Bill Perkins	Green Lea Subdivision Central City, KY 42330	270-754-5355	Parent
Kendra Pate	301 Stonebluff Ave. Central City, KY 42330	270-757-1948	Head Track Coach/Teacher
Amanda Eades	905 Broad St. Central City, KY 42330	270-754-3647	Student
Dustin Winslow	307 N. 4 th St. Central City, KY 42330	270-754-9795	Student

- Scheduled a minimum of three meetings during the 2004-2005 school year on the following dates:
August 9, 2004
October 15, 2004
February 23, 2004

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

Brad Phipps Athletic Director 301 N. 5th St. Central City, KY 42330 270-757-9692
 Name Title Address Phone

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

Mike Dearmond DPP PO Box 167 Greenville, KY 42345 270-338-2871
 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.

Derry A. Vennit
Principal's Signature

4/21/05 20
Date

Dale Judd
Superintendent Signature

4/22/05 Bob Norman
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

Participation Opportunities Test One

SAMPLE FORM

		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	429	52.1%	96	36.5%
Row 2	BOYS	394	47.9%	167	63.5%
Row 3	Totals	823	100%	263	100%

Instructions:

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

- 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 1, Column 3). In order to determine the total number of athletics participants, an individual should be counted each time he or she participates on a team. For example, if Jane Doe competes on the varsity volleyball team, the junior varsity volleyball team, the junior varsity basketball team, and the varsity softball team, she should be counted as four participants (**do not include club or intramural sports participants, cheerleaders, dance teams or pom squads**). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included. 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: Denny R. Vincent Date: 4/21/05

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	406	51.13	183	47.3
Row 2	BOYS	388	48.87	204	52.7
Row 3	Totals	794	100%	387	100%

Instructions:

*Number of 8th grade students & below used in Column 3 and Column 4 calculations if applicable: 82

- 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 1, Column 3). In order to determine the total number of athletics participants, an individual should be counted each time he or she participates on a team. For example, if Jane Doe competes on the varsity volleyball team, the junior varsity volleyball team, the junior varsity basketball team, and the varsity softball team, she should be counted as four participants (**do not include club or intramural sports participants, cheerleaders, dance teams, or pom squads**). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- 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: Denny R. Vincent Date: 4/21/05

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	
GIRLS	Row 1	varsity:	8	95	1	10	
	Row 2	j.v.:	4	61	0	0	
	Row 3	frosh:	2	27	1	20	
	Row 4	total:	14	183	2	30	16.4
BOYS	Row 5	varsity:	9	136	2	31	
	Row 6	j.v.:	5	49	1	11	
	Row 7	frosh:	2	19	1	10	
	Row 8	total:	16	204	4	52	25.5

- 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: *Dennis R. Vincent* Date: 4/21/05

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

KHSAA
 Form T3
 Rev. 10/04

Participation Opportunities Test Three

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

	GIRLS (Yes / No)		BOYS (Yes / No)
1. For a sport not currently played at the interscholastic level (varsity, junior varsity, or freshman) in your school, is there an intramural team offered for that sport?	No		No
2. For a sport <u>not</u> currently offered in your interscholastic athletics program, is there sufficient interest to form a viable interscholastic team based on participation on an intramural team or community recreation teams?	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?	No		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?			

Principal's Signature: Dennis A. Vincent Date: 4/21/05

2004-2005
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	95	51.9
Row 2	j.v.:	4	61	33.3
Row 3	frosh:	2	27	14.8
Row 4	total:		183	100%
Boys				
Row 5	varsity:	9	136	66.7
Row 6	j.v.:	5	49	24.0
Row 7	frosh:	2	19	9.3
Row 8	total:		204	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: Dennis R. Vincent Date: 4/21/05

**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	\$9,000	\$4,100	\$1,00	\$13,300		
B basketball	\$13,800	\$4,300	\$400	\$13,300		
G softball	\$19,200	\$2,400	\$200	\$4,500	\$3,500	
B baseball	\$17,900	\$2,000	\$600	\$4,500	\$1,000	
G cross country	\$850	\$250	\$200	\$1,000		
B cross country	\$850	\$250	\$200	\$1,000		
G golf	\$3,800	\$0	\$100	\$1,500		
B golf	\$4,700	\$160	\$100	\$1,500		
G soccer	\$1,900	\$500	\$100	\$4,000	\$600	
B soccer	\$1,700	\$800	\$200	\$4,000	\$600	
G swimming	\$900	\$0	\$100	\$750		
B swimming	\$900	\$0	\$100	\$750		

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: *D. Perryman of Vincent* Date: 4/21/05

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	\$2,300	\$900	\$300	\$750		
B track	\$2,300	\$900	\$300	\$750		
G tennis	\$300	\$450	\$100	\$1,500		
B tennis	\$300	\$450	\$100	\$1,500		
G volleyball						
B wrestling						
G (list sport)						
B (football)	\$7,400	\$1,100	\$100	\$13,300	\$600	
G (list sport)						
B (list sport)						

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 \$ 184,600 % for boys 57 % for girls 43

Principal's Signature: William K. Vincent Date: 4/21/05

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
OPPORTUNITIES			
Accommodation of Interest and Abilities			✓
BENEFITS			
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			✓
Tutoring			✓
Housing and Dining Facilities and Services			✓
Recruitment of Student Athletes			✓

Principal's Signature: Dennis P. Vincent Date: 4/21/05

SCHOOL NAME _____

2004-2005
TITLE IX

CORRECTIVE ACTION PLAN

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 ITEM FOR CORRECTION/ IMPROVEMENT	COLUMN 2 SUGGESTED CHANGE/ ACTIVITIES	COLUMN 3 TIME TABLE FOR CORRECTIVE ACTION/ COMPLETION
Participation of Female Athletes	Encourage more females to play multiple sports.	Ongoing
Soccer Field Improvements	A grant in the amount of \$20,625 was received and will be used to improve the existing field. This will benefit the girls and boys soccer programs.	Fall of 2005
Addition of a sport for Female students that will offset football.	Addition of a Volleyball program for females at the intramural or JV level.	Sign-ups offered during April of 2005 and team formation during the summer of 2005.

Principal's Signature: Denny R. Vincent

Date: 4/21/05

MUHLENBERG NORTH HIGH SCHOOL

501 Robert Draper Way
Greenville, KY 42345
Phone: (270) 338-0040
Fax: (270) 338-2442

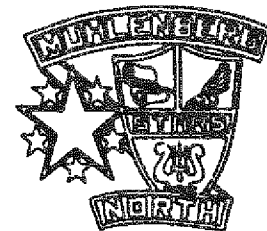
DENNY R. VINCENT
Principal

BRAD PHIPPS
Asst. Prin./Athletic Dir.

MARK EADES
Asst. Principal

NANCY STOVALL
Guidance Counselor

GAYLE MILLS
Guidance Counselor



Monday, April 25, 2005

Title IX Narrative

Contained within the report is a summary of the expenditures of each sport. In the softball and baseball account there was some discrepancy. If an audit team were to look at the official report maintained by the school this would be evident. The softball account reflected a \$27,000 plus total for expenditures while the baseball account showed a total of \$2,600. This was a glaring difference but not a true reflection of the amount of money spent by baseball.

The error is due to the fundraising program administered by the softball coach. In order to go to Florida and play in a tournament for Spring Break the players must raise the majority of the funds. The baseball coach is out of the building and does not participate in the fundraising activity. The softball coach has always overseen the program and for the last couple of years the baseball team has participated. The handling of money used for the Spring Break trip by the softball coach created the discrepancy. He kept all the proceeds in the softball account and just before the trip deposited them into the Baseball/Softball Trip account. This fact was not reflected on the baseball report but remains on the softball report.

The softball team still spent more in total than the baseball team but the balance shown on the report is a more accurate reporting of the total expenditures for each sport. This error is the reason for the tardiness of the report. I felt it was more important to get it correct than just get the paper work finished. I contacted Mr. Boucher on Monday April 18th to report the error and get guidance.

Sincerely,

A handwritten signature in black ink, appearing to read "Brad Phipps", written over a horizontal line.

Brad Phipps
Athletic Director
MNHS