



# 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  
Highlands High School

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

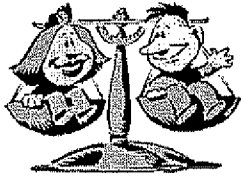
Date: July 25, 2006

Subject: 2005-2006 Title IX Annual Report Forms Submission

Enclosed please find a copy of Form T-65, the 2005-2006 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 2005-2006 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  
2005-2006**

KHSAA Form T65  
Revised 8/05

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

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

DATE: 7/21/2006

School	Highlands High School	Reviewed by	Gary W. Lawson
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The following is a status report regarding the required 2005 - 2006 Title IX Annual Report submission of forms due into the KHSAA office by April 15, 2006. 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:**

<b>X</b>	GE 19 (Annual Verification)	<b>X</b>	T-35 (Budget Expenses)
<b>X</b>	T-1 (Summary Program Chart 1)	<b>X</b>	T-36 (Budget Expenses)
<b>X</b>	T-2 (Summary Program Chart 2)	<b>X</b>	T-41 (Checklist – Overall Interscholastic Program)
<b>X</b>	T-3 (Summary Program Chart 3)	<b>X</b>	T-60 (Corrective Action Plan)
<b>X</b>	T-4 (Summary Program Chart 4)	<b>X</b>	T-63 (Interscholastic Survey Results)

**II. Status**

A.	<b>X</b>	2005 – 2006 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.	<b>X</b>	<p>Other Recommendation and Comments:</p> <p>All calculations appear to be correct and report is in good order. According to data submitted, the school is currently meeting the standard established in test #3 for the provision of athletic opportunities. The response in test #3 are supported by the responses on the most recent student survey. Expenditure data submitted on the report indicates that the school is currently spending approximately \$639 per male athlete as compared to approximately \$311 per female athlete. School administrators are requested to monitor athletic expenditures in an attempt to provide equity of benefits.</p>



**2005-2006 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION  
ANNUAL VERIFICATION OF TITLE IX PROCEDURES  
(To be submitted by April 15, 2006 along with other required forms)**

KHSAA  
Form GE19  
Rev. 9/05

The HIGHLANDS High School, FORT THOMAS, 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
ELGIN EMMONS	2400 MEMORIAL PARKWAY	859 781-5900 X 11121	PRINCIPAL
WILLIAM SCHLARMAN	"	X 11301	H BOYS BB COACH TEACHER
JAIME RICHEY	"	X 11123	H GIRLS BB COACH TEACHER
BRENDA STAGGS	"	X 11127	GUIDANCE
SALLY WALTERS		X 15102	TEACHER/CHEER COACH
RITA BYRD	25 N FT THOMAS AVE	859 781-3333-X 11013	ASST SUPERINTENDENT
BRAD FENNELL	58 MIAMI PARKWAY	859 781-7851	BOARD MEMBER

Scheduled a minimum of three meetings during the 2005-2006 school year on the following dates:

11/3/05

1/5/06

4/11/06

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

<u>Dale Mueller</u>	Athletic Director	2400 Memorial Parkway	859-781-5900x 11172
Name	Title	Address	Phone

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

<u>Rita Byrd</u>	Asst. Superintendent	25 N Ft. Thomas Ave	859-781-3333 x 10113
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.

*Elgin Emons*  
Principal's Signature

*Jerry Steiner*  
Superintendent Signature

4-11      2006  
Date

*Karen B. Allen*  
School Board Chairpersons' Signature

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

CHUCK THOMPSON 68 CANNON RIDGE 859-441-1913 BOARD MEMBER  
NANCY HASSMAN 95 ORCHARD HILL 859-441-4441 PARENT  
SCOTT EATON NKU L B NUNN DRIVE - 859-572-5193 PARENT  
JEFF STELLER 165 HIGHVIEW AVE - 859-781-5845 STUDENT  
KRISTIN PRATT - 4 RIDGEWAY - 859-781-7789 STUDENT

OTHERS ATTENDING MEETING  
KEVIN NIEPORTE - SOFTBALL COACH  
LORI HOPKINS - BAND DIRECTOR

**2005-2006**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 1**

KHSAA  
 Form T1  
 Rev. 9/05

**Participation Opportunities Test One**

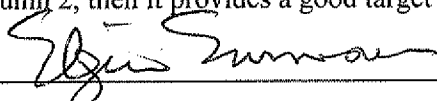
		(Column 1)	(Column 2)	(Column 3)	(Column 4)
	Program	Enrollment	Percentage of Total Enrollment	Number of Interscholastic Participants (double and triple count)	Percentage of Total Participation
Row 1	GIRLS	413	51.2	286	46.7
Row 2	BOYS	393	48.8	326	53.3
Row 3	Totals	806	100%	612	100%

Instructions:

\*Number of 8<sup>th</sup> grade students & below used in Column 3 and Column 4 calculations if applicable: 73

- 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:  Date: 4-11-2006

**2005-2006**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 2**

KHSAA  
 Form T2  
 Rev. 9/05

**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 Since the beginning of the 2001-2002 School Year	Number of Participants Added Since the beginning of the 2001-2002 School Year	Percent of Total Participation By Sex Added Since the beginning of the 2001-2002 School Year
<b>GIRLS</b>	Row 1	varsity:	9	136	0	0
	Row 2	j.v.:	8	84	0	0
	Row 3	frosh:	4	66	1	19
	Row 4	total:	21	286	1	19
<b>BOYS</b>	Row 5	varsity:	9	144	0	0
	Row 6	j.v.:	8	98	0	0
	Row 7	frosh:	4	84	1	20
	Row 8	total:	21	326	1	20

- 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.

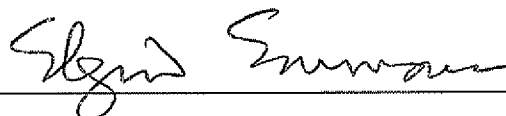
Principal's Signature:  Date: 4-11-2006

**2005-2006**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 3**

**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?	N/A		N/A

Principal's Signature:  Date: 4-11-2006

**2005-2006**  
**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:	9	136	48
Row 2	j.v.:	8	84	29
Row 3	frosh:	4	66	23
Row 4	total:		286	100%
<b>Boys</b>				
Row 5	varsity:	9	144	44
Row 6	j.v.:	8	98	30
Row 7	frosh:	4	84	26
Row 8	total:		326	100%

- 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.)
- 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.)
- 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: \_\_\_\_\_

*[Handwritten Signature]*      *4-11-2006*



**2005-2006  
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART I  
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount needed)		facilities improvements		publications (if sport-specific)	
	Expenditures		Expenditures		Expenditures		Expenditures		Expenditures		Expenditures	
	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster
G basketball	3340		4285		331		17700					
B basketball	1981		5362		314		17508					
G softball	3910		936		177		7833		533			
B baseball	6220		5214		273		7628		369			
G cross country	44		1648		1067		4290					
B cross country	1069		1648		670		4290					
G golf	504		100		170		2030					
B golf	455		302		135		2070					
G soccer	369		280		474		8545		2548			
B soccer	6510		1778		561		8412		2310			
G swimming	438		252		410		3356.50					
B swimming	438		250		310		3356.50					

- Total expenditures on T-35 and T-36 on the 2005-2006 year report due by April 15, 2006, should reflect the total monies spent (rounded off to nearest hundred) for the entire school year of 2004-2005 ending June 30, 2005.
- Booster Club Funding/Contributions must be included in the expenditures total.

Principal's Signature: *[Signature]* Date: 4-11-2006

2005-2006

**ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2  
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount needed)		facilities improvements		publications (if sport-specific)	
	Expenditures		Expenditures		Expenditures		Expenditures		Expenditures		Expenditures	
	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster
G track	2036		3727		468		7185					
B track	2867		3343		648		7363					
G tennis	484		489		110		2154					
B tennis	282		470		205		2154					
G volleyball	204		2924		344		6612					
B wrestling												
G (list sport)												
B football	47521		13419		4602		42689		4614			
G (list sport)												
B (list sport)												

1. Total expenditures on T-35 and T-36 on the 2005-2006 year report due by April 15, 2006, should reflect the total monies spent (rounded off to nearest hundred) for the entire school year of 2004-2005 ending June 30, 2005.

2. Booster Club Funding/Contributions must be included in the expenditures total.

Indicate percentage of total expenditures for each gender:

Gender	Expenditures	Percentage
Boys	\$208,400	70%
Girls	\$89,000	30%
<b>Total:</b>	<b>\$297,400</b>	<b>100%</b>

Principal's Signature: [Signature] Date: 4-11-2006

## 2005-2006 KHSAA TITLE IX ATHLETICS AUDIT


KHSAA  
Form T41  
Rev. 9/05

### Checklist - Overall Interscholastic Athletics Program

**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: 4-16-2006

SCHOOL NAME

2005-2006  
TITLE IX

HIGHLANDS

CORRECTIVE ACTION PLAN

**DIRECTIONS:**

- 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.
- 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.
- You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2006.

COLUMN 1	COLUMN 2	COLUMN 3
ITEM FOR CORRECTION/ IMPROVEMENT	SUGGESTED CHANGE/ ACTIVITIES	TIME TABLE FOR CORRECTIVE ACTION/ COMPLETION
INCREASED INTEREST IN SOCCER	ADDED FRESHMAN SOCCER TEAMS	ADDED FALL OF 2005
	INCREASED SOCCER COACHES PAY	ADDED FALL OF 2005
IMPROVE FAST-PITCH SOFTBALL TEAM	ADD AN ADDITIONAL PAID COACHES POSITION	ADDED FALL OF 2005
	PHASE I OF SOFTBALL FIELD RENOVATION NEW SURFACE NEW OUTFIELD AND SIDE FENCE IMPROVE BACKSTOP AND IMPROVE SURROUNDING	COMPLETED SPRING OF 2006
	PHASE II OF SOFTBALL RENOVATIONS IMPROVE STANDS	EXPECTED SPRING OF 2007

*Edmund Sumner*

Principal's Signature:

Date:

4-11-2006



2005-2006 INTERSCHOLASTIC  
ATHLETICS SURVEY  
Summary of Student Responses

KHSAA  
Form T63  
Rev. 9/05

School Name: HIGHLANDS HIGH SCHOOL

School Enrollment: 806 (SHOULD AGREE WITH FORM T-1)

Date: APRIL 11, 2006

Completed By: DALE MUELLER

**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 this Summary Form (T-63) and mail this Summary Form only to the KHSAA by April 15, 2006. 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.

806 Number of Surveys  
514 Total Returned (*A minimum of 80% return is expected*)  
9-12 Grades Surveyed (*Should be grades 9-11 and 8<sup>th</sup> grade if school has a feeder system*)

How Was The Survey Administered? ENGLISH DEPARTMENT  
(e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

**KHSAA Sanctioned Fall Sports** (*List Total Number of Participation Responses*)

40 Cross Country (Girls)  
23 Cross Country (Boys)  
97 Football (Boys)  
24 Golf (Girls)  
32 Golf (Boys)  
94 Soccer (Girls)  
41 Soccer (Boys)  
71 Volleyball (Girls)  
177 I would not participate

**Winter Sport** (*List Total Number of Participation Responses*)

43	Basketball (Girls)
70	Basketball (Boys)
51	Indoor Track (Girls)
48	Indoor Track (Boys)
57	Swimming & Diving (Girls)
15	Swimming & Diving (Boys)
59	Wrestling (Boys)
205	would not participate

**Spring Sport** (*List Total Number of Participation Responses*)

78	Baseball (Boys)
31	Fast Pitch Softball (Girls)
20	Slow Pitch Softball (Girls)
78	Tennis (Girls)
28	Tennis (Boys)
86	Track (Girls)
66	Track (Boys)
177	would not participate

**Non-KHSAA Sanctioned Sports** (*From Student Survey T-61 Question 10*)

74	Archery
65	Field Hockey
87	Bowling
36	Boys' Gymnastics
96	Girls' Gymnastics
120	Ice Hockey
95	Boys' Lacrosse
103	Girls' Lacrosse
74	Rifle
108	Rodeo
35	Boys' Volleyball
110	Water Polo
101	Weightlifting
74	would not participate

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

<u>Sport</u>	<u>Number</u>
Basketball	37
Soccer	27
Volleyball	6
Track	9
Swimming/Diving	9
Tennis	5