



Kentucky High School Athletic Association
2280 Executive Drive ° Lexington, KY 40505 www.khsaa.org ° (859)299-5472 (859)293-5999 (fax)

TO: Superintendent, Principal and Athletic Director
KHSAA Member School

FROM: Darren Bilberry, Assistant Commissioner

DATE: December 17, 2008

SUBJECT: Annual Title IX Self-Audit Report Forms
2008-2009 School Year

Enclosed are the forms that are to be used in compiling the data required to be submitted by your school in your Annual Title IX Self-Audit. Please review the forms thoroughly since minor changes have been made from last year. As you know from previous Annual Self-Audit Report submissions over the last eight years, your 2008-09 Report is due to the Kentucky High School Athletic Association no later than April 15th, 2009.

For your annual convenience, these report forms are found on the KHSAA website, www.khsaa.org/titleix for your Report preparation.

If you have any questions, feel free to contact us.



KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
2008-2009 ANNUAL VERIFICATION OF TITLE IX PROCEDURES
 (To be submitted by April 15, 2009 along with other required forms)

KHSAA Form GE19
 F: Forms/GE19
 Rev. 12/08

The Riverside Christian High School, Lost Creek, 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, at least one copy of which must be maintained in the Principal's office, and to the best of my knowledge have completed the following tasks.

Established a gender equity committee at the high school. **(List committee personnel and provide attachment if necessary)**

Name	Address	Phone	Title
(Supt., Principal, Student, Parent, Coach, Etc.)			
Franc Roberts	Clayhale Ky	606-3359	Administrator
Beverly Burroughs	Lost Creek	606-3359	Principal
Derek Combs	Satlee	914	Student
Marilee Strong	Satlee	618	Student
Jeff Noble	Nest	918	Coach
James Taylor	Satlee	914	Coach

Scheduled a minimum of three meetings during the 2008-2009 school year on the following dates:

Dec 18 2008
Feb 12 2009
March 12 2009

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

Name	Title	Address	Phone
Paul Adams	AD	Lost Creek, Ky	606-335-0703

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

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.

Suzette J. Burroughs
 Principal's Signature

4/10/2009
 Date

Superintendent Signature

School Board Chairpersons' Signature

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

2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1

KHSAA
 Form T1
 Rev.12/08

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	17	57%	18	44%
Row 2	BOYS	13	43%	23	56%
Row 3	Totals	30	100%	41	100%

Instructions:

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

- 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 coaches to confirm the names of those individuals who are on the team as of the first **date of regular season competition**, and cross out the names of those who were cut from the team or quit the team prior to the first regular season 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 in 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: Beverly J. Bussanck Date: 4/10/09
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2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-1

KHSAA
 Form T1
 F:Forms/T1 Sample
 Rev. 10/08

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: _____

- 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 coaches to confirm the names of those individuals who are on the team as of the first **date of regular season competition**, and cross out the names of those who were cut from the team or quit the team prior to the first regular season 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 in 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).
- 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: Beverly J. Burrage Date: 4/10/09
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2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-2

KHSAA
Form T2
Rev. 12/08

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 2004-2005 School Year	Number of participants for the 2008-09 school year who are playing on teams added since the 2004-05 school year	Percent of Total Participation By Sex Added Since the beginning of the 2004-2005 School Year
GIRLS	Row 1	varsity:	4	18		
	Row 2	j.v.:	0			
	Row 3	frosh:	0			
	Row 4	total:	4	18		100%
BOYS	Row 5	varsity:	4	23		
	Row 6	j.v.:	0			
	Row 7	frosh:	0			
	Row 8	total:	4	23		100%

- 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: Beverly J. Burroughs Date: 4/10/09

2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-3

KHSAA
 Form T3
 Rev. 12/08

Participation Opportunities Test Three

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

	GIRLS (Yes / No)		BOYS (Yes / No)
1. 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 <u>intramural team</u> .	No		No
2 For a sport <u>not</u> currently offered, is there sufficient interest, based on the responses to your most recent Student Interest Survey, to form a viable <u>interscholastic team</u> for a sport not currently offered. If yes, what sport?	No		No
3. 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 <u>varsity team</u> not currently offered?	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 <u>junior varsity or freshman team</u> that is not currently offered?	No		No
5. If you answered YES to question (1), (2), (3), or (4), are there enough high schools in the geographic area offering the sport (at the appropriate level) to allow for the development of a reasonable schedule of competition?	No		No

Plans to Address Interest:

Principal's Signature : Lorely J. Bussough Date: 4/10/09



2008-2009
ACCOMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-4

KHSAA
 Form T4
 F:Forms/T4
 Rev.12/08

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:	4	18	100%
Row 2	j.v.:	0		
Row 3	frosh:	0		
Row 4	total:		18	100%
Boys				
Row 5	varsity:	4	23	100%
Row 6	j.v.:	0		
Row 7	frosh:	0		
Row 8	total:		23	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: Beverly J. Bussing Date: 4/10/09

**2008-2009
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 1
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount required)			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													
B basketball													
G softball													
B baseball													
G cross country													
B cross country													
G golf													
B golf													
G soccer													
B soccer													
G swimming													
B swimming													

1. Total expenditures on T-35 and T-36 on the 2008-2009 year report due by April 15, 2009, should reflect the total monies spent (rounded off to nearest dollar) for the entire school year of 2007-2008 ending June 30, 2008.

2. Booster Club Funding/Contributions must be included in the above expenditures total. (Note: It is illegal for coaches to be paid by Booster Clubs - Reference KHSAA Bylaw 27)

Principal's Signature: *[Signature]* Date: 4/16/09

**2008-2009
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 required)		facilities improvements		publications (if sport-specific)	
	Expenditures		Expenditures		Expenditures		Expenditures		Expenditures		Expenditures	
	School	Booster	School	Booster	School	Booster	School	# of Coaches for all levels / # of Teams for all levels	School	Booster	School	Booster
G track												
B track												
G tennis												
B tennis												
G volleyball												
B wrestling												
G (list sport)												
B football												
G (list sport)												
B (list sport)												

1. Total expenditures on T-35 and T-36 on the 2008-2009 year report due by April 15, 2009, should reflect the total monies spent (rounded off to nearest dollar) for the entire school year of 2007-2008 ending June 30, 2008.

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

Indicate percentage of total expenditures for each gender: (If disparities are obvious, list on your Corrective Action Plan (T-60) what action you will take to correct the problem).

Gender	Expenditures	Percentage
Boys	\$	
Girls	\$	
Total:	\$	100%

Principal's Signature: *Shirley J. ...* Date: 4/10/09

2008-2009 KHSAA TITLE IX ATHLETICS AUDIT
Checklist - Overall Interscholastic Athletics Program

KHSAA
 Form T41
 Rev. 12/08

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. A review of T-35 and T-36 spending patterns might be helpful in completing this form.

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			
Any meals provided for home			

If an advantage is shown, corrective action should be shown on T-60 (Corrective Action Plan).

Principal's Signature: Beverly J. Burroughs Date: 4/10/08

2008-2009
TITLE IX

CORRECTIVE ACTION PLAN

SCHOOL NAME _____

DIRECTIONS:

1. For Column 1, indicate the intended area (Opportunities or Benefits) 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, 2009.

COLUMN 1	COLUMN 2	COLUMN 3
ITEM FOR CORRECTION/ IMPROVEMENT	SUGGESTED CHANGE/ ACTIVITIES	SCHOOL YEAR, COMPLETION DATE OF CORRECTION FOR PROJECT

Principal's Signature: Beverly J. Burroughs Date: 4/10/09



**2008-2009 INTERSCHOLASTIC
ATHLETICS SURVEY**
Summary of Student Responses

KHSAA
Form T63
Rev.12/08

School Name: _____

Enrollment
(9-12 Grade): 30 (SHOULD AGREE WITH FORM T-1, COLUMN 1, ROW 3)

Number of 9-11 Grade Students Surveyed: 35

Number of 8th Grade Students Surveyed: 8

Date: _____

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 this Summary Form (T-63) and mail this Summary Form only to the KHSAA by April 15, 2008. 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.

33 Number of Surveys
33 Total Returned (*A minimum of 80% return is expected*)
 _____ Grades Surveyed (*Should be grades 9-11 and 8th grade if school has a feeder system*)

How Was The Survey Administered? Home Room
 (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*)

9 Cross Country (Girls)
7 Cross Country (Boys)
9 Football (Boys)
3 Golf (Girls)
3 Golf (Boys)
9 Soccer (Girls)
6 Soccer (Boys)
8 Volleyball (Girls)

Winter Sport (List Total Number of Participation Responses)

Form T-63
Rev. 12/07

- 9 Basketball (Girls)
- 9 Basketball (Boys)
- 2 Indoor Track (Girls)
- 2 Indoor Track (Boys)
- 0 Swimming & Diving (Girls)
- 1 Swimming & Diving (Boys)
- 0 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

- 9 Baseball (Boys)
- 8 Fast Pitch Softball (Girls)
- 2 Tennis (Girls)
- 3 Tennis (Boys)
- 1 Track (Girls)
- 2 Track (Boys)

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

- 0 Archery
- 0 Field Hockey
- 1 Bowling
- 1 Gymnastics (Boys)
- 0 Gymnastics (Girls)
- 0 Ice Hockey
- 0 Lacrosse (Boys)
- 0 Lacrosse (Girls)
- 1 Rifle
- 0 Rodeo
- 1 Slow Pitch Softball
- 1 Volleyball (Boys)
- 0 Water Polo
- 0 Weightlifting

Number of Students who participate in Intramural Sports

(From Student Survey T-61 Question 5)

<u>Sport</u>	<u>Number</u>
<i>None</i>	

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

Form T-63
 Rev. 12/07

<u>Sport</u>	<u>Number</u>
None	

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

<u>Sport</u>	<u>Number</u>
None	

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

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

Student Suggestions to encourage participation

 Beverly J. Burroughs
 Principal's Signature

 4/10/09
 Date