

**KHSAA TITLE IX
ANNUAL REPORT SUBMISSION
STATUS REPORT
2010-2011**

KHSAA
Form T65
Revised
3/2011

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

FROM: Julian Tackett, Commissioner
Darren Bilberry, Assistant Commissioner

DATE: May 12, 2011

School	Highlands	Reviewed by	Gary W. Lawson
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The following is a status report regarding the required 2010 - 2011 Title IX Annual Report submission of forms due into the KHSAA office by April 15, 2011. 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:

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

II. Status

A.	x	2010-- 2011 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.	x	According to the 2010-2011 data, the school appears to be meeting the standards established in: <input type="checkbox"/> Test 1 (Athletic participation is proportionate to enrollment) <input type="checkbox"/> Test 2 (History and continuing practice of program expansion) <input checked="" type="checkbox"/> Test 3 (Full and effective accommodation of interests and abilities)
E.	x	Other Recommendation and Comments: The responses submitted on the T-3 form indicate that the standard established in test #3 for provision of athletic opportunities is being met. The school sponsors all K.H.S.A.A. sanctioned sports for girls at the varsity level. A total of 22 team opportunities are offered for both male and female participation. In relation to benefits, total athletic spending appears to be within acceptable parameters for provision of parity. Thanks for a good report.

KHSAA Emailer

select ademail as email_address,school as email_name from KHSAA_Schools,KHSAA.KHSAA_new_email_checked_schools where KHSAA_Schools.id=KHSAA.KHSAA_new_email_checked_schools.id AND KHSAA_new_email_checked_schools.user="dbilberry@khsaa.org" AND member="T" and (ademail is not null and ademail <> "") order by school

select prinemail as email_address,school as email_name from KHSAA_Schools,KHSAA.KHSAA_new_email_checked_schools where KHSAA_Schools.id=KHSAA.KHSAA_new_email_checked_schools.id AND KHSAA_new_email_checked_schools.user="dbilberry@khsaa.org" AND member="T" and (prinemail is not null and prinemail <> "") order by school

select superemail as email_address,school as email_name from KHSAA_Schools,KHSAA.KHSAA_new_email_checked_schools where KHSAA_Schools.id=KHSAA.KHSAA_new_email_checked_schools.id AND KHSAA_new_email_checked_schools.user="dbilberry@khsaa.org" AND member="T" and (superemail is not null and superemail <> "") order by school

- Below is a simulation of how your email will appear.
- You can manually modify the list of addressees in the "To:" box by deleting undesired addressees or adding new ones, one per line.
- You can modify the email subject in the "Subject:" box.
- When you're ready to send your email press the "Send" button. Do not close your browser window while emails are being sent.

From:	"Darren Bilberry, KHSAA" <dbilberry@khsaa.org>
To:	"Highlands" <dale.mueller@fortthomas.kyschools.us> "Highlands" <Brian.robinson@fortthomas.kyschools.us> "Highlands" <john.williamson@fortthomas.kyschools.us> gkboomers@hotmail.com
Subject:	Highlands 2010-2011 Title IX Annual Report Status Re
<input type="button" value="Send Email"/>	
<p>Enclosed please find a copy of Form T-65, the <u>2010-2011 KHSAA Title IX Annual Submission Status Report</u>. In addition, you may find an attachment with corrected copies of the forms submitted by your school personnel.</p> <p>Also, KHSAA Audit Team Members may have requested the resubmission of some of the 2010-2011 Annual Report Forms or need additional information on your athletic programs. Please submit this information by the date requested if this is applicable. Copies of 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.</p> <p>Should you need any further information, please do not hesitate to contact the appropriate Title IX Auditor listed on the T-65 form or Darren Bilberry at anytime. Thank You.</p>	

- **attachment; filename="Highlands.doc"**
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Email Messages

(Page 9 of 17)

Date: Tue, 07 Jun 2011 15:20:36 -0400
From: DBILBERRY (Darren Bilberry, KHSAA)
To: composed_email@khsaa.org
Reply-to: dbilberry@khsaa.org
Subject: Highlands 2010-2011 Title IX Annual Report Status Report

*** Attachment ~~omitted~~: Highlands.doc
Enclosed please find a copy of Form T-65, the 2010-2011 KHSAA Title IX Annual Submission Status Report. In addition, you may find an attachment with corrected copies of the forms submitted by your school personnel.

Also, KHSAA Audit Team Members may have requested the resubmission of some of the 2010-2011 Annual Report Forms or need additional information on your athletic programs. Please submit this information by the date requested if this is applicable. Copies of 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 contact the appropriate Title IX Auditor listed on the T-65 form or Darren Bilberry at anytime. Thank You.



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
2010-2011 ANNUAL VERIFICATION OF TITLE IX
PROCEDURES**

(To be submitted by April 15, 2011 along with other required forms)

Postmarked
4-19-11
KHSAA Form GE19
Rev. 10/10
dk

Highlands _____ High School, Fort Thomas _____ Kentucky **APR 20 2011**
(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:

I. 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.)
Brian Robinson	2400 Memorial Parkway	859-815-2600	Principal
Rita Byrd	25 N Ft Thomas Ave	859-815-2011	Asst. Superintendent
Dale Mueller	2400 Memorial Parkway	859-815-2607	AD
Mike Flynn	2400 Memorial Parkway	859-240-2223	Principal/Coach
Jaime Richey	2400 Memorial Parkway	859-815-2652	Teacher/Coach
Scott Eaton	NKU LB Nunn Dr	859-572-5193	AD@NKU
Lori Hopkins	2400 Memorial Parkway	859-815-2521	Band Director
Brad Fennell	58 Miami Ave	859-781-7851	Parent/Bd Member
Patrick Towles			Student
Jamie DeLong	2400 Memorial Parkway	859-816-7400	Cheer Sponsor

II. Scheduled a minimum of three meetings during the 2010-2011 school year on the following dates:

January 25, 2011
March 9, 2011
April 14, 2011

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

Name	Title	Address	Phone
Dale Mueller	AD	2400 Memorial Parkway	859-815-2607

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

Name	Title	Address	Phone
Rita Byrd	Assistant Superintendent	25 N Ft. Thomas Ave	859-815-2011

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

[Signature]
Superintendent Signature

4/14 2011
Date

[Signature]
School Board Chairpersons' Signature

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



**2010-2011
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART (Form T-1)**

KHSAA Form T1
Rev. 10/10

Participation Opportunities: Test One - Proportionality

		(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	372	47.1%	317	43.6%
Row 2	BOYS	418	52.9%	410	56.4%
Row 3	Totals	790	100%	727	100%

Instructions: *Number of 8th grade students & below used in Column 3 and Column 4 calculations: 63

- 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 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: 4/14/11



**2010-2011
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART (FORM T-2)
PARTICIPATION OPPORTUNITIES: TEST TWO - PROGRAM
EXPANSION**

		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 2006-2007 School Year	Current Number of Participants for the 2010-2011 school year who are playing on teams added since the 2006-2007 School Year	Percent of Total Participation By Sex Added Since the beginning of the 2006-2007 School Year
GIRLS Row 1	varsity:	9	142	0	0	
Row 2	j.v.:	8	82	0	0	
Row 3	frosh:	5	93	1	8	
Row 4	total:	22	317	1	8	2.5%
BOYS Row 5	varsity:	9	205	0	0	
Row 6	j.v.:	8	103	0	0	
Row 7	frosh:	5	102	1	17	
Row 8	total:	22	410	1	17	4.1%

- For Column 1, list the number of interscholastic teams offered for girls and boys at each competitive level (varsity, junior varsity, and freshman). For girls, total each of the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 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.
- 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.
- 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.
- 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 for the underrepresented sex (most likely girls), 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: _____

4/14/11



**2010-2011
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART (FORM T-3)**

KHSAA Form T3
Rev. 10/10

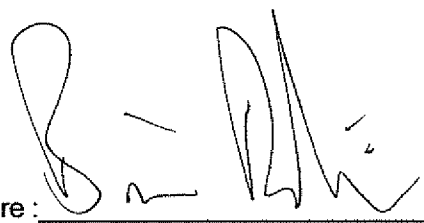
Participation Opportunities Test Three Full Accommodation

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

	GIRLS (Yes / No)		BOYS (Yes / No)
1. Based on the responses from your most recent student survey, is there sufficient interest to form a viable interscholastic team for a sport not currently offered? If yes, what sport?	No		No
2. For a sport not currently offered at the varsity level, is there sufficient interest based on your most recent Student Interest Survey to form a viable team for an interscholastic freshman team or junior varsity team?	No		No
3. For a sport currently offered at the interscholastic Junior Varsity or freshmen level, is there sufficient interest, based on your most recent Student Interest Survey, to form a varsity team?	No		No
4. If you answered YES to question (1), (2), or (3), 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
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

Remember, test three – full accommodation means addressing the unmet interest of the underrepresented sex (most likely girls), not the overrepresented sex (most likely boys).

Plans to Address Interest:

Principal's Signature:  Date: 4/14/11



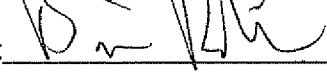
**2010-2011
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART (FORM T-4)**

KHSAA Form T4
Rev. 10/10

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:	9	142	44.8%
Row 2	j.v.:	8	82	25.9%
Row 3	frosh:	5	93	29.3%
Row 4	total:		317	100%
Boys				
Row 5	varsity:	9	205	50.0%
Row 6	j.v.:	8	103	25.1%
Row 7	frosh:	5	102	24.9%
Row 8	total:		410	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: 4/14/11



**2010-2011
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 1 (FORM T-35)
TO INCLUDE BOOSTER CLUB FUNDING**

KHSAA Form T-35
REV. 10/10

Sports	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	
	School	Booster	School	Booster		School	# Coaches for all levels / # Teams for all levels	School	Booster	School	Booster	School
G basketball	6075	6067	3463	0	721	0	20989	0	1438	0	0	0
B basketball	10350	6204	2204	0	1061	0	20989	0	1438	0	0	0
G softball	14317	8082	1946	0	849	0	11113	0	2115	0	0	0
B baseball	14350	5608	2551	0	620	0	11113	387	1438	0	0	0
G cross country	0	0	960	0	363	0	2153	0	0	0	0	0
B cross country	0	0	960	0	363	0	2153	0	0	0	0	0
G golf	2441	984	785	0	391	0	2451	0	0	0	0	0
B golf	1102	0	1696	0	152	0	2451	0	0	0	0	0
G soccer	7861	610	4480	0	485	0	10337	0	1938	0	0	0
B soccer	3686	610	3379	0	494	2421	10337	0	1938	0	0	0
G swimming	1295	0	1990	0	560	0	4306	0	0	0	0	0
B swimming	675	0	1768	0	570	0	4306	0	0	0	0	0

1. Total expenditures on T-35 and T-36 on the 2010-2011 year report due by April 15, 2011 of each school year, should reflect the total monies spent (rounded off to nearest dollar) for the entire school year of 2009-2010 ending June 30, 2010.

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: _____

Date: _____

Verification Code: e26858b5c920b1b1c85b104776d6e2 2011-04-12 12:57:00



**2010-2011
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2 - (Form T36)
TO INCLUDE BOOSTER CLUB FUNDING**

KHSAA Form T36
REV. 10/10

Sports	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	# Coaches for all levels / # Teams for all levels	School	Booster	School	Booster	School	Booster
G track	6083	0	763	0	883	0	8563	4/2	0	0	0	0	0	0
B track	561	0	594	0	353	0	8563	3/2	0	0	0	0	0	0
G tennis	1574	112	2788	0	100	0	2451	1/1	0	0	0	0	0	0
B tennis	830	112	2038	0	100	0	2451	1/1	0	0	0	0	0	0
G volleyball	2808	3867	5148	0	630	0	8252	3/3	0	0	1438	0	0	0
B wrestling	0	0	0	0	0	0	0		0	0	0	0	0	0
G	0	0	0	0	0	0	0		0	0	0	0	0	0
B football	47199	500	18475	0	2893	3000	59017	15/3	387	4313	326	0	0	0
G	0	0	0	0	0	0	0		0	0	0	0	0	0
B	0	0	0	0	0	0	0		0	0	0	0	0	0

1. Total expenditures on T-35 and T-36 on the 2010-2011 year report due by April 15, 2011, should reflect the total monies spent (rounded off to nearest dollar) for the entire school year of 2009-2010 ending June 30, 2010.

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	\$ 269,116	59.1% (56)
Girls	\$ 186,025	40.9% (44)
Total:	\$ 455,141	100% (100)

Principal's Signature: _____ Date: _____

Verification Code: 09484706991c88a5e10c76a421563 2011-04-12 13:16:40



**2010-2011 KHSAA TITLE IX ATHLETICS AUDIT (Form T-41)
Checklist - Overall Interscholastic Athletics Program**

KHSAA Form T41
Rev. 10/10

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			X
BENEFITS			
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
Housing and Dining			X
Tutoring			X
Athletic Scholarships			X

If an advantage/inequity is indicated, corrective action should be shown on the Corrective Action Plan, Form T-60

Principal's Signature: _____

Date: _____

[Handwritten Signature] *4/14/11*



**2010-2011 TITLE IX
CORRECTIVE ACTION PLAN
(FORM T-60)**

SCHOOL NAME Highlands

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, 2011.

COLUMN 1 SPECIFIC ITEM FOR CORRECTION/ IMPROVEMENT	COLUMN 2 PLAN FOR SUGGESTED CHANGE	COLUMN 3 START DATE AND COMPLETION DATE OF CORRECTIVE ACTION
repair gym roof that houses girls and boys basketball and volleyball	repair roof	Start: June 2011 Complete: August 2011
Install new gym floor for girls and boys basketball and volleyball	install floor	Start: april 2012 Complete: july 2012

Principal's Signature: *[Signature]* Date: 4/14/11