



# Kentucky High School Athletic Association

To: Superintendent, Principal, and Athletic Director

From: Louis Stout, Commissioner   
Brigid L. DeVries, Executive Assistant Commissioner 

Date: June 19, 2001

Subject: Review of 2000-2001 Title IX Forms

Enclosed please find a copy of a review of the 2000-2001 Title IX Forms, submitted by your school. A copy of this information must be included in your permanent Title IX file at your school. 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 Staff may have requested a re-submission of some of the 2000-2001 Title IX forms or need additional information on your athletic programs. Please submit this information by the date requested if this is applicable.

Remember your permanent Title IX file at the school must be kept current with information pertaining to your athletics program. Copies of all KHSAA required documents should be part of this file and are subject to Open Records requests.

Should you need any further information, please do not hesitate to call anytime.

Memo

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

From: Louis Stout, Commissioner  
Brigid L. DeVries, Executive Assistant Commissioner

Date: June 14, 2001

RE: 2001 Title IX Forms Submission

School Brown Reviewed by Julian Tackett

The following is a status report regarding the required 2000 - 2001 Title IX submission of forms due in to the KHSAA office by April 15, 2001. Appropriate audit personnel have reviewed these forms and the following is a summary of this review.

I. Checklist of Forms properly submitted in a satisfactory manner:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> GE 19 (Annual Verification)   | <input type="checkbox"/> T-4 (Summary Program Chart 4)                                  |
| <input type="checkbox"/> T-1 (Summary Program Chart 1)            | <input checked="" type="checkbox"/> T-41 (Checklist -- Overall Interscholastic Program) |
| <input checked="" type="checkbox"/> T-2 (Summary Program Chart 2) | <input checked="" type="checkbox"/> T-60 (Corrective Action Plan)                       |
| <input type="checkbox"/> T-3 (Summary Program Chart 3)            | <input checked="" type="checkbox"/> T-63 (Interscholastic Survey Results)               |

II. Status

A.  2000 - 2001 Forms are satisfactory and no further information or action is necessary at this time.

It appears that forms other than T1, T3 and T4 are completed correctly.

B.  Errors have been noted with respect to the following forms and corrected copies are being returned to you for placement in your Title IX file to ensure proper submission in the future.

Form T1 is miscalculated, participation is 54.7% for female which would indicate proportionality

The miscalculation on T1 caused T3 to omit the answers related to Girls.

Form T4 does not check with Form T1. If athletes are double and triple counted as instructed, the sum of varsity, junior varsity and freshman participants on T4 should equal the number on T1. Subsequent calculations are therefore incorrect.

C.  The following forms were omitted and must be submitted by school representatives.

D.  Other Recommendation and Comments:

Forms T-1, T-3 and T-4 should be re-calculated and re-submitted for the record on or before July 31 based on a corrected T1 information and further understanding by athletic personnel.

Written policies related to athletics, including travel, scheduling and practice, would help alleviate any confusion within the program as to responsibilities and rights of the coaches. In the audit setting, there seem to even be factual contradiction as to travel and other benefits, and the Athletic Director would benefit from a unified approach, starting with a written manual.

Though correct in form and purpose, the form T60 (corrective action plan) appears to be skeletal at best, and does not seem to state the professed objectives of program expansion that were espoused during the audit.

**ACCOMMODATION OF INTERESTS AND ABILITIES**

**SUMMARY PROGRAM CHART 1**

**Participation Opportunities Test One**

Program	Enrollment (1)	Percentage of Total Enrollment (3)	Number of Interscholastic Participants (double and triple count) (4)	Percent of Total Participation (5)
GIRLS	99	55%	46	<del>45%</del> 54.7
BOYS	80	45%	38	30% 45.3
Totals (2)	179	100%	84 100%	75%

Instructions:

- 1) Determine the total number of girls enrolled.  
Determine the total number of boys enrolled.
- 2) Add the total number of girls and boys enrolled to determine total enrollment.
- 3) Calculate the percentage of total enrollment that is female. Calculate the percentage of total enrollment that is male.
- 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. 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 or cheerleaders). Calculate the same way for boys and girls.
- 5) Calculate the percentage of female participation (column 1) based on information from (column 4).  
Calculate the percentage of male enrollment (column 1) based on information from (column 4).

Note: While being within three percent is not a formal compliance standard; if the percent listed in column 5 is within 3% of column 3 then it provides a good target within which compliance is likely.

Signature: Marcia J. McIntosh Date: March 2, 2001

**ACCOMMODATION OF INTERESTS AND ABILITIES**

**SUMMARY PROGRAM CHART 3**

**Participation Opportunities Test Three**

If girls are underrepresented in the interscholastic athletics program, answer the following questions for girls only. If boys are underrepresented in the interscholastic athletics program, answer the following questions for boys only.	GIRLS		BOYS
1. Is there an intramural team offered in a sport not now available in the interscholastic athletics program? (YES or NO)	○		NO
2. For a sport <u>not</u> currently offered, is there sufficient interest to form a viable interscholastic team based on participation on an intramural team or community recreation teams? (YES or NO)	○		YES
3. For a sport currently offered, is there enough interest to form a viable team for a junior varsity, freshman, or other interscholastic level that is not currently offered? (YES or NO)	○		NO
4. If you answered yes to question one, two, <u>or</u> three, are there enough other high schools in your school's normal competitive region offering the sport and competitive level of sport to constitute enough competition for a reasonable competitive schedule? (YES or NO)	○		YES

Signature: Marcia J. McArthur Date: March 8, 2001

**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 4**

**Levels of Competition Test One**

Team Levels		
	GIRLS	BOYS
<b>Total Number of Athletics Participants in All Levels</b>		
1. Number of Varsity Teams Offered	6	3
2. Number of Participants on all Varsity Teams	41	33
3. Percentage of Total Varsity Participants By Sex	42.5%	26.4%
4. Total Number of <del>Male</del> Participants At All Levels	78	55
5. Number of Junior Varsity Teams Offered	4	3
6. Number of Participants on all Junior Varsity Teams	37	12
7. Percentage of Total Junior Varsity Participants By Sex	36.6	9.6%
8. Number of Freshman Teams Offered	0	1
9. Numbers of Participants on all Freshman Teams	0	10
10. Percentage of Total Freshman Participants By Sex	0	8%

- 1) Determine the number of teams at the varsity, junior varsity, and freshman levels for boys and girls. (#1, 5, 8)
- 2) Determine the total number of participants for boys and girls at each competitive level. (#2, 6, 9)
- 3) Calculate the percentage of female and male participants at each level. (3, 6, 9)  
 Example: Take the total number of female participants from the Summary Program Chart 1 (form T-1) and divide it into the number of total participants for each level, varsity, junior varsity and freshman levels. Perform the same calculation for male participants. For example, if there are a total of 300 female participants, and 180 girls are on varsity teams, 80 girls on junior varsity teams, and 40 girls on freshman teams, then 60% of girls' participation opportunities are at the varsity level (180 divided by 300), 27% are at the junior varsity level (80 divided by 300), and 13% are at the freshman level (40 divided by 300). If there are a total of 400 male participants, and 250 participate at the varsity level, 100 boys participate on junior varsity teams, and 50 boys participate on freshman teams, then 63% of boys participate at the varsity level (250 divided by 400), 25% compete at the junior varsity level (100 divided by 400), and 13% compete at the freshman level (50 divided by 400).

Signature: Marcia J. Mator Date: March 7, 2001

Brown

**KENTUCKY HIGH SCHOOL  
ATHLETIC ASSOCIATION**

**TITLE IX**

**MEMBER SCHOOLS  
2000-2001 ANNUAL REPORT  
FORMS**

**Submitted to KHSAA  
By April 15, 2001**

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### KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION ANNUAL VERIFICATION OF TITLE IX PROCEDURES (To be submitted by April 15, 2001 along with other required forms)

The J. G. Brown High School, Louisville, 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 Title 20, U.S.C. Titles 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 provide attachment if necessary)

Name	Address	Phone	Title
Marcia J. Morton	2524 Standard	(502) 778-0836	Athletic Director
Faryl Edelen	406 Timberlake Trail	(502) 245-6143	Counselor
Lauri Wade	1805 Rosewood Ave	(502) 458-4825	Community Resource
G. Wayne Walker	4211 Dolphin Road	(502) 451-0459	Girls B.B. Coach
Terrance Whitfield	2710 Muse Mare	(502) 459-1752	Home School Coordinator

- Scheduled a minimum of three meetings during the 2000-2001 school year on the following dates:

May 17, 2000  
September 18, 2001  
April 6, 2001

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

Marcia J. Morton Athletic Director 2524 Standard Ave (502) 778-0836  
Name Title Address Phone

- School personnel is 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.

Marcia J. Morton  
(School Authorized Signature)

Athletic Director  
Position (Principal, Designated Rep)

March 22, 2001  
(Date)

Stephen Danahoe  
(Superintendent Signature)

Paul Ann Stoddard  
(School Board Chairperson)

**ACCOMMODATION OF INTERESTS AND ABILITIES**

**SUMMARY PROGRAM CHART 1**

**Participation Opportunities Test One**

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BOYS	80	45%	38	30%
Totals (2)	179	100%	100%	75%

Instructions:

- 1) Determine the total number of girls enrolled.  
Determine the total number of boys enrolled.
- 2) Add the total number of girls and boys enrolled to determine total enrollment.
- 3) Calculate the percentage of total enrollment that is female. Calculate the percentage of total enrollment that is male.
- 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. 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 or cheerleaders). Calculate the same way for boys and girls.
- 5) Calculate the percentage of female participation (column 1) based on information from (column 4).  
  
Calculate the percentage of male enrollment (column 1) based on information from (column 4).

Note: While being within three percent is not a formal compliance standard; if the percent listed in column 5 is within 3% of column 3 then it provides a good target within which compliance is likely.

Signature: Marcia J. Sinton Date: March 2, 2001



**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 2**

**Participation Opportunities Test Two**

Program	Number of Teams Currently Offered (1)	Number of Teams Added in Last Five Years (2)	Number of Participants Added in Last Five Years (3)	Percent of Total Participation By Sex (4)
GIRLS	varsity: 6	1	2	4.3%
	j.v.: 5	0	0	0
	frosh: 1	0	0	0
	other:			
	total: 12	1	2	4.3%
BOYS	varsity: 3	0	0	0
	j.v.: 3	0	0	0
	frosh: 1	0	0	0
	other:			0
	total: 7	0	0	0

- 1) Calculate the number of interscholastic teams offered for girls at each competitive level (for example, varsity, junior varsity, and freshman levels).
- 2) Calculate the number of interscholastic teams that have been added in the last five years at each competitive level.
- 3) Determine the total number of participants that are currently on the teams that were added in the last five years.
- 4) Calculate the percentage of participants that have been added in the last five years. For example, if girls' varsity soccer (22 participants), junior varsity soccer (18 participants), junior varsity golf (8 participants), and freshman softball (15 participants) have been added in the last five years, then 63 participation opportunities have been added for girls. If the total number of female participants in the program is 300, taken from form T-1, column 4 then 21% of the current opportunities (63 of 300) have been added in the last five years. Note: The total number of male/female participants should be the same as item 4 on Summary Program Chart 1 on form T-1.

Note: If the percentage of current female 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. The count shall be taken on the first day of competition for students that are officially members of the team.

Signature: Maura J. Morton Date: March 2, 2001

## 2000-2001 KHSAA TITLE IX ATHLETICS AUDIT

### Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM (Compliance)
Opportunities	✓		
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			N/A
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			N/A
Publicity			✓
Support Services			✓
Athletic Scholarships**			N/A
Tutoring**			✓
Housing and Dining Facilities and Services**			N/A
Recruitment of Student Athletes**			N/A

\*\* Athletic scholarships, tutoring specifically for athletes, housing and dining facilities and services, and recruitment of student athletes are usually not relevant at the high school level.

Signature: Marcia J. Morton Date: March 13, 2001

School Year: 2000-2001  
 Signature: M. [unclear] [unclear]  
 Date: March 22, 2001

### TITLE IX CORRECTIVE ACTION PLAN

To utilize this form indicate the intended area which needs corrective action and the suggested change time table for implementation. You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2001.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
Add more Sports	Add Boys and Girls Soccer Add Boys and Girls Tennis	December 2000 - July 16, 2001 March 2001 - July 16, 2001

INTERSCHOLASTIC ATHLETICS SURVEY  
Summary Of Student Responses

Instructions:

1. Summarize the Student Athletics Interest Surveys 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 the Summary Form (T-64) and mail the Summary Form only to the KHSAA by April 15, 2001. Do not mail the original.

Date: March 27, 2001  
Completed By: Marcia J. Martin

Fall Sports (List Total Number of Participation Responses)

34 Football  
34 Girls' Volleyball  
7 Boys' Volleyball  
7 Boys' Cross-Country  
4 Girls' Cross-Country  
12 Girls' Field Hockey  
8 Boys' Golf  
7 Girls' Golf  
18 Boys' Soccer  
9 Girls' Soccer

Winter Sport (List Total Number of Responses)

17 Boys' Basketball  
24 Girls' Basketball  
9 Boys' Swimming & Diving  
7 Girls' Swimming & Diving  
4 Boys' Wrestling  
13 Girls' Gymnastics  
9 Boys' Indoor Track  
9 Girls' Indoor Track

Spring Sport (List Total Number of Responses)

9 Boys' Track  
6 Girls' Track  
22 Girls' Tennis  
10 Boys' Tennis  
15 Girls' Slow Pitch Softball  
9 Girls' Fast Pitch Softball  
11 Boys' Baseball

Other Sports (From Survey Question 10)

Name of Sport	Number of Students Interested In Participating
Rugby	4
Boxing / Boys-n-Girls	8
Table Tennis	15
Wall Climbing	10
Fishing	2
Handball	1
Equestrian	7

Number of Students who participate in Intramural Sports. (From Survey Question 5)

Sport	Number
Soccer	20
Tennis	15
Basketball	30
Volleyball	30

List Intramural Sports students are interested in adding: (From Survey Question 6)

Sport	Number
Soccer	25
Wall Climbing	8
Table Tennis	15
Basketball	45

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

Sport	Number
Soccer	23
Equestrian	7
Wall Climbing	8
Basketball	40

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

Response	Number
<u>6</u> I prefer other activities such as band, chorus, etc.	
<u>24</u> I don't have time	
<u>2</u> The practice schedules and game times are inconvenient	
<u>12</u> The sport I like isn't offered	
<u>3</u> It's too expensive	
<u>3</u> I prefer to participate in club or intramural sports	
<u>8</u> Working	
<u>18</u> Other	
<u>Not interested. Do not like Sports.</u>	

Student Suggestions to encourage participation

Those who want to participate will.

More pep rallies

Advertise more

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Marcia G. Moton  
Signature

March 22, 2001  
Date

TO: Jim Watkins, CAA  
Director

FROM: Marcia J. Watkins Athletic Director  
Brown, High School

SUBJECT: **SPRING INSURANCE PREMIUM**

DATE: April 1, 2001

Enclosed please find our check in the amount of \$ \_\_\_\_\_ to cover the premium for our spring athletics as indicated below:

Boys' Track:	_____ @	\$ 5.00 Tryout =	\$ _____
	<u>10</u> @	\$ 10.00 Final Roster =	\$ <u>*</u>
Girls' Track:	_____ @	\$ 5.00 Tryout =	\$ _____
	<u>9</u> @	\$ 10.00 Final Roster =	\$ <u>*</u>
Boys' Tennis:	_____ @	\$ 5.00 Tryout =	\$ _____
	_____ @	\$ 10.00 Final Roster =	\$ _____
Girls' Tennis:	_____ @	\$ 5.00 Tryout =	\$ _____
	_____ @	\$ 10.00 Final Roster =	\$ _____
Baseball:	_____ @	\$ 5.00 Tryout =	\$ _____
	_____ @	\$ 10.00 Final Roster =	\$ _____
Softball:	_____ @	\$ 5.00 Tryout =	\$ _____
	_____ @	\$ 10.00 Final Roster =	\$ _____
LATE WINTER	_____ @	\$ 5.00 Tryout =	\$ _____
SPORTS FEES	_____ @	\$ 10.00 Final Roster =	\$ _____
		TOTAL PREMIUM:	\$ _____

MAKE CHECK PAYABLE TO: **TREASURER, JCPS**  
 Mail check and form to: Jim Watkins, CAA, Director  
 Academics/Activities/Athletics  
 VanHoose Education Center  
 P.O.Box 34020  
 Louisville, KY 40232-4020

JRW:cc  
Inc.SprSp.

\* Please note, all student-athletes participated in a fall sport of some kind.  
 Marcia J. Watkins

TO: Stuart Ferguson  
The Underwriters Group

FROM: Marvin Morton Athletic Director  
Brown High School

SUBJECT: SPRING INSURANCE NOTIFICATION

DATE: APRIL 1, 2001

Listed please find the number of individuals per sport for current athletics and activities as indicated:

Boys' Track: 10

Girls' Track: 9

Boys' Tennis \_\_\_\_\_

Girls' Tennis \_\_\_\_\_

Baseball \_\_\_\_\_

Softball \_\_\_\_\_

TOTAL PARTICIPANTS: 19

MAIL NOTIFICATION FORM TO:

JIM WATKINS, CAA, DIRECTOR  
ACADEMICS/ACTIVITIES/ATHLETICS  
VANHOSE EDUCATION CENTER  
P.O. BOX 34020  
LOUISVILLE, KY 40232-4020

JRW:cc