



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

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

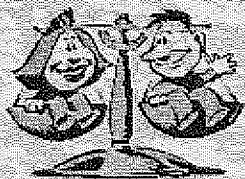
Date: August 25, 2003

Subject: 2002-2003 Annual Report Forms Submission

School: Metcalfe County High School

Enclosed please find a copy of Form T-65, The 2002-2003 Annual Report Forms Checklist. 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 2002-2003 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.



MEMORANDUM

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

FROM: Brigid L. DeVries, Commissioner
Larry Boucher, Executive Assistant Commissioner *LB*

DATE: July 24, 2003

RE: 2003 Title IX Forms Submission

School	Metcalfe County High School	Reviewed by	Gary Lawson
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The following is a status report regarding the required 2002 - 2003 Title IX submission of forms due in to the KHSAA office by April 15, 2003. 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:

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

II. Status

A.		2002 - 2003 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 and corrected copies are being returned to you for placement in your Title IX file to ensure proper submission in the future. <ul style="list-style-type: none"> • Form T-1 • Form T-41
C.		The following forms were omitted and must be submitted by school representatives.
D.	✓	Other Recommendation and Comments: <ul style="list-style-type: none"> • The opportunities area was omitted on Form T-41. Please correct this and place in your Title IX file. • It is suggested that each school have student representation on its Gender Equity Review Committee, and that they be active members of the Committee. • Also, at least one Gender Equity Review Committee meeting should be held during the fall sports season, one during the winter sports season, and one during the spring sports season.

**ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1**

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	199	48.4	(85) 111	42.7
Row 2	BOYS	212	51.6	(120) 149	57.3
Row 3	Totals	411	100%	(198) 260	100%

Instructions:

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

- 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 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- 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: Chris Hoff Date: 2/14/03

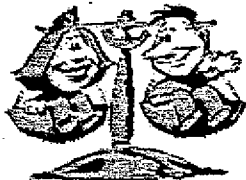
2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form T41
Rev. 9/02

Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO		
	(Respond based on Internal Evaluation by checking the appropriate column.)		
OPPORTUNITIES	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Accommodation of Interest and Abilities			
BENEFITS	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			✓
Tutoring			✓
Housing and Dining Facilities and Services			✓
Recruitment of Student Athletes			✓

Principal's Signature:  Date: 2/19/03



MEMORANDUM

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

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

Date: July 24, 2003

Re: 2003 Title IX Forms Submission

School	Metcalfe County	Reviewed by	GARY W. LAWSON
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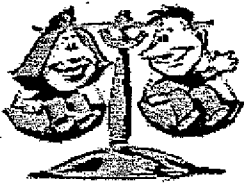
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II. Status

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C.	✓	The following forms were omitted and must be submitted by school representatives. T-41:
D.		Other Recommendation and Comments: <i>Errors were found on the T-1 form. The errors are corrected on the attachment. Please place the corrected data in your Title IX file. Also, the opportunities area was omitted on your T-41 form. Please correct this and place in your Title IX file. It is suggested by the</i>

K.H.S.A.A. that each school have student representation on its Gender Equity Committee. Also, at least one Gender Equity Committee meeting should be held during the fall sports season, one during the winter sports season, and one during the spring sports season.



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2002-2003
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1

KHSAA
 Form T1
 Rev. 9/02

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
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- 4) Ask the head coaches to review the most updated eligibility or squad lists for their teams. Ask coaches to confirm the names of those individuals who are on the team as of the first **date of competition**, and cross out the names of those who were cut from the team or quit the team prior to the first competitive event. Determine the total number of interscholastic athletics participants that are girls, (and place in Row 1, Column 3). In order to determine the total number of athletics participants, an individual should be counted each time he or she participates on a team. For example, if Jane Doe competes on the varsity volleyball team, the junior varsity volleyball team, the junior varsity basketball team, and the varsity softball team, she should be counted as four participants (**do not include club or intramural sports participants, cheerleaders, dance teams, or pom squads**). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
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Principal's Signature: Chris Hoop Date: 2/14/03

2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form T41
Rev. 9/02

Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO (Respond based on Internal Evaluation by checking the appropriate column.)		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
OPPORTUNITIES			
Accommodation of Interest and Abilities			
BENEFITS			
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			✓
Tutoring			✓
Housing and Dining Facilities and Services			✓
Recruitment of Student Athletes			✓

Principal's Signature: Chris Hyatt Date: 2/14/03



**2002-2003 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
ANNUAL VERIFICATION OF TITLE IX PROCEDURES**
(To be submitted by April 15, 2003 along with other required forms)

The METCALFE COUNTY High School, Edmonton, 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
Chris Huffman	Edmonton	270-432-2481	Principal
Tim McMurtrey	Edmonton	270-432-0569	AD
Herbie Bunch	Edmonton	270-432-7254	Parent
Fry Garrett	Edmonton	270-432-2481	SBDM member
Mary Lou Feese	Edmonton	270-432-12051	COACH

Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates:

July 2002
Dec 2002
May 2003

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

Name	Title	Address	Phone
Tim McMurtrey	AD	1007 W. Stockton Edmonton 42129	270 432 0569

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.

Chris Huffman
Principal's Signature

2-4 2003
Date

Byron Jeffer
Superintendent Signature

Matt Smith
School Board Chairpersons' Signature

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

2002-2003
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1

KHSAA
 Form T1
 Rev. 9/02

Participation Opportunities Test One

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Principal's Signature: Chris Hugg Date: 2/14/03

ACCOMMODATION OF INTERESTS AND ABILITIESSUMMARY PROGRAM CHART 2Participation Opportunities Test Two

			Column 1	Column 2	Column 3	Column 4	Column 5
Program			Number of Teams Currently Offered	Number of Participants	Number of Teams Added in Last Five Years	Number of Participants Added in Last Five Years	Percent of Total Participation By Sex Added in Last 5 Years
GIRLS	Row 1	varsity:	7	80	1	15	
	Row 2	j.v.:	3	22	0	5	
	Row 3	frosh:	1	9	0	0	
	Row 4	total:	11	111	1	20	18.1%
BOYS	Row 5	varsity:	7	107	0	0	
	Row 6	j.v.:	3	30	0	0	
	Row 7	frosh:	1	12	0	0	
	Row 8	total:	11	149	0	0	0

- 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: Chris Hagg Date: 2/14/03

2002-2003
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 to form a viable interscholastic team based on student responses from the interscholastic survey?	NO		NO
4. For a sport currently offered at the varsity level only, is there sufficient interest 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 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?	NO		NO

Principal's Signature: Chris Hogg Date: 2/19/03

2002-2003
ACCOMODATION OF INTERESTS AND ABILITIES+
SUMMARY PROGRAM CHART 4

Levels of Competition Test One

		Column 1	Column 2	Column 3
Girls	Team Levels	Number of Teams Currently Offered	Number of Participants	Percentage of Participants at Each Level
Row 1	varsity:	7	86	72.1
Row 2	j.v.:	3	22	19.8
Row 3	frosh:	1	9	8.1
Row 4	total:		111	100%
Boys				
Row 5	varsity:	7	107	71.8
Row 6	j.v.:	3	30	20.1
Row 7	frosh:	1	12	8.1
Row 8	total:		149	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 1, Row 1 by Column 2, Row 4, and place the percentage in Column 3, Row 1.
 - Divide Column 1, Row 2 by Column 2, Row 4, and place the percentage in Column 3, Row 2.
 - Divide Column 1, 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 1, Row 5 by Column 2, Row 8, and place the percentage in Column 3, Row 5.
 - Divide Column 1, Row 6 by Column 2, Row 8, and place the percentage in Column 3, Row 6.
 - Divide Column 1, Row 7 by Column 2, Row 8, and place the percentage in Column 3, Row 7.

Principal's Signature:  Date: 2/14/03

**2002-2003
BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment)		facilities improvements		publications (if sport-specific)	
	B	E	B	E	B	E	B	E	B	E	B	E
G basketball	3500	2549					5000	5000				
B basketball	3500	2466					5000	5000				
G softball	2000	1671					2300	2300				
B baseball	2000	1546					2300	2300				
G cross country	250	23					500	500				
B cross country	250	27					500	500				
G golf	250	118					500	500				
B golf	250	118					500	500				
G soccer												
B soccer												
G swimming												
B swimming												

1. Budget and expenditures on this 2002-2003 year report due by April 15, 2003, should reflect the total monies budgeted and spent for the entire year of 2001-2002 ending June 30, 2002.
2. "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
3. Booster Club Funding/Contributions must be included in the expenditures total.

Principal's Signature: *Charm D...* Date: 2/19/03

2002-2003

KHSAA
Form IS6
REV. 10/02

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

Teams	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment)		facilities improvements		publications (if sport-specific)	
	B	E	B	E	B	E	B	E	B	E	B	E
G track	250	100					500	500				
B track	250	100					500	500				
G tennis	250	167					500	500				
B tennis	250	154					500	500				
G volleyball	2000	1290					2500	2500				
B wrestling												
G (list sport)												
B (football)	3500	2862					5000	5000				
G (list sport)												
B (list sport)												

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Principal's Signature:  Date: 2/14/03

2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form T41
Rev. 9/02

Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO (Respond based on Internal Evaluation by checking the appropriate column.)		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
OPPORTUNITIES			
Accommodation of Interest and Abilities			
BENEFITS			
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			✓
Tutoring			✓
Housing and Dining Facilities and Services			✓
Recruitment of Student Athletes			✓

Principal's Signature: Chris Hyatt Date: 2/14/03

2001-2002
TITLE IX
CORRECTIVE ACTION PLAN

School Name: Metcalfe Co. High
 School Year: 2002 - 2003
 Principal's Signature: Chris Bluff
 Date: 2/19/03

To complete this form, indicate the intended area which needs corrective action, the suggested change and 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, 2002.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
TRACK	Develop committee to explore parsing of TRACK	July 2003

• An explanation (status report) is needed for all areas identified previously as items for correction as well as all areas currently identified as items for correction. This form shall be typed.

Principal's Signature: Chris Bluff Date: 2/19/03

2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses

School Name: METCALFE Co. HIGH
School Enrollment: 411
Date: 2/12/03
Completed By: CHRIS HUFFMAN

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 the Summary Form (T-63) and mail the Summary Form only to the KHSAA by April 15, 2003. 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.

337 Number of Surveys

312 Total Returned

9-12 Grades Surveyed

How Was The Survey Administered? All English Classes

(e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

9 Cross Country (Girls)
10 Cross Country (Boys)
3 Field Hockey (Girls)
32 Football (Boys)
7 Golf (Girls)
17 Golf (Boys)
12 Soccer (Girls)
11 Soccer (Boys)
19 Volleyball (Girls)
1 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

~~25~~ 31 Basketball (Girls)
31 Basketball (Boys)
7 Gymnastics (Girls)
1 Indoor Track (Girls)
1 Indoor Track (Boys)
12 Swimming & Diving (Girls)
7 Swimming & Diving (Boys)
3 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

- 22 Baseball (Boys)
- 18 Fast Pitch Softball (Girls)
- 7 Slow Pitch Softball (Girls)
- 12 Tennis (Girls)
- 8 Tennis (Boys)
- 11 Track (Girls)
- 12 Track (Boys)

Other Sports (From Student Survey T-61 Question 10)

Name of Sport	Number of Students Interested In Participating
SOCCER	19
Swimming	7
Baseball	
Hockey	6

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

Sport	Number

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

Sport	Number

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

<u>Sport</u>	<u>Number</u>

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

<u>Response</u>	<u>Number</u>
21 I prefer other activities such as band, chorus, etc.	21
101 I don't have time	101
76 The practice schedules and game times are inconvenient	76
11 The sport I like isn't offered	11
5 It's too expensive	5
6 I prefer to participate in club or intramural sports	6
105 Working	105
12 Other Don't like sports	12

Student Suggestions to encourage participation

Chris [Signature]
 Principal's Signature

2/12/02
 Date