To: Superintendent, Principal, and Athletic Director

From: Brigid L. DeVries, Commissioner

Larry Boucher, Assistant Commissioner

Subject: 2002-2003 Annual Report Forms Submission

School: Pendleton 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

DATE: July 1, 2003

RE: 2003 Title IX Forms Submission

School Pendletor	a County High School		by   Phyllis Catlet	<b></b>
TOURDOL LECTURE COL	A COUNTY FINAL SCHOOL		wy a faivilla calle	
	INVESTIGATION OF THE PROPERTY	Land Committee C	reference are received associated for the first process of the first pro	

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.

1. 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)

### Status

А.	<b>√</b>	2002 – 2003 Forms are satisfactory and no further information or action is necessary at this time.
В.	e germana Se sa es de	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.
C.		The following forms were omitted and must be submitted by school representatives.
D.	✓	Other Recommendation and Comments:
		<ul> <li>The school did not have the required number of meetings of the Gender Equity Review Committee.</li> <li>The survey should not be randomly administered, but be administered to all students in grades 8-11. Only 23% of the student body was surveyed, and with 845 students enrolled, it would appear that there are more than 200 students in grades 9-11. The student body should be re-surveyed in the spring to assure that the interests of the students are being met. The present survey (of April 7<sup>th</sup>, 2003) is invalid. The school needs to initiate a method that provides a higher rate of return on surveys given to the student body.</li> </ul>



### **MEMORANDUM**

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

	/ /			
Re:	2003 Title IX Forms Submission	0	_	

The following is a status report regarding the required 2002-2003 Title IX submission of forms which were 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.

Reviewed by

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

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/ 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)	7	T-60 (Corrective Action Plan)
✓ T-4 (Summary Program Chart 4)		T-63 (Interscholastic Survey Results)

### II. Status

School

A. 2	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.
	The following forms were omitted and must be submitted by school representatives.
C.	1 Di A
D.	Other Recommendation and Comments: The School did Ray have the Preguesed much in meeting. The Sordy registry Commenter. The Rivery should not be randomly fally mented by the administred to cell shully in goden 8-1. Dal 23% by the shulet book was surveyed with 845 shullet enrolled it would experiment that they are more than 300 Andeats in goden 9-1/1 it would experiment the surveyed in the spring to source. That the
2	the win stronger to provide the mind of the stronger of the st
	Institute the students are being met, The from an my ( ) light, a high
	I hotum on surveys gren to The Aladed Rate, "



### 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 Pendleton County High School, Falmouth, 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

Address P. Address P. Address P. Address P. Address P. A. S. As Manuel P. A. S. Pendleton G. H.S. Pendleton G. H.S. Wonthen Ele.	654-3325 654-3355	le PRINCIPAL DIR. FESERAL PROG. Ath. DIR.
routh Butool Center Pendleton Co. H.S. Pendleton Co. H.S.	654-3325 654-3355	Die Federal Prog.
Pendleton G. H.S.		Ath. DIR.
UARIRERAD E 19	472 7341	CoAch
57 Clos Rd. Butler	909_4171 - 5.5.87	PARENT
BNN Ct. FAlmouth	454-3311 454-7019	5 th dent
e IX cooldinated	. FAINOUTE School	Centel 859-654-33
Title	Address	654-3350 Phone
action Plan. Hove information, the above	ve referenced school main	ntains a complete perma
ds including copies of the	sen-assessment audit, all	eorrective action plans,
	ing person(s) as the Title I  Title  e continuing to make per action Plan.	ing person(s) as the Title IX coordinator for the school  TY Cooldinate Relace Relace Co. H.S.  Title Address  e continuing to make periodic reviews of the boys

### 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
Row 1	GIRLS	417	49.3 %	164	45.7%
Row 2	BOYS	428	50,7%	195	54.370
Row 3	Totals	8 H5	100%	354	100%

Instructions:

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

- 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).
- 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 sqads). Calculate the same way for boys and girls. \* In addition, should 8<sup>th</sup> grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8<sup>th</sup> grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- Calculate the percentage of female participation. (Row 1, Column 3 divided by Row 3, Column 3 and place in Row 1, Column 4.)
  Calculate the percentage of male participation. (Row 2, Column 3 divided by Row 3, Column 3 and place in Row 2, Column 4.) Note: Row 1, Column 4 plus Row 2, Column 4 should total 100%.

Note: While being within three percent is <u>not</u> 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: 4-14-03

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

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 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:	8	106	2	23	oli 2000 menerali bili bili bili Maria da Garda Shelliya
	Row 2	j.v.:	4	50	1	10	
	Row 3	frosh:	1	8	1	8	
	Row 4	total:	13	164	4	41	25%
BOYS	Row 5	varsity:	7	95	-0-	-0-	
	Row 6	j.v.:	4	74	1	34	
	Row 7	frosh:	2	26	2	13	
	Row 8	total:	13	195	3	47	24.12

- 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.
- 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. <u>CAUTION</u>: 25% is <u>not</u> a formal compliance standard.

Principal's Signature: Date: 4-14-03

### 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	BOYS
	(Yes / No)	(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?	Yes	Yes
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	1/es
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?		1/es

#5-	Footb	All Will	Play	VARSITY	2003 SeASO	N
# 3	Boys	WREstlin	<i>f</i> '	GIRLS	yyMNAStics	
		ure: John			Date: 4-14-03	

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

### **Levels of Competition Test One**

		Column 1	Column 2	Column 3
	Team	Number of Teams	Number of	Percentage of
Girls	Levels	Currently Offered	Participants	Participants at Each Level
Row 1	varsity:	8	106	64.6 %
Row 2	j.v.:	4	50	30,5 %
Row 3	frosh:	1	8	4.98
Row 4	total:		164	100%
Boys				
Row 5	varsity:	7	95	48.7 %
Row 6	j.v.:	Н	24	48.7 Z 38.0 Z
Row 7	frosh:	2	26	13.3%
Row 8	total:		195	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-/4-03

KHSAA Form T35 REV. 10/02

2002-2003

# BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART

TO INCLUDE BOOSTER CLUB FUNDING

	equipm supl	equipment and supplies	travel	vel	awards	ırds	coaches' salaries ( to include supplemental and extended employment)	salaries clude ntal and ded ment)	facil improv	facilities improvements	publications (if sport-specific)	ons (if ecific)
	В	H	В	Œ	Я	E	В	Ħ	В	Ħ	B	I
G basketball	3000	3000 7878 2200	2200	4868	009	099	13629	13629	101	-0-	пон	380
B basketball	3000	3000 8206 1500	1500	1532	009	959	12821	12827 12821	-0-	-0-	COH	379
G softball	3000	3000 6771	2001	096	300	300	4280	4280 4280 3000	3000	2649	Ġ	1
B baseball	3000	5300	00H1	2023	300	300	4280	4280	1200	1387	101	
G cross country	0001	989	OZH	HBA	150	150	1568	1568	-0-	-0-	0	\
B cross country	0001	989	OLH		150	150	8951	1568	101	101	9	   
G golf	300	350	250	146	25	50	984	484	-0-	101	0	)
B golf	300	561	286	1203	50	50	984	486	-0-	101	0	
G soccer	1300	1433	200	72H	HOO	HOD	4947	4947	-0-	0	0	)
B soccer	1200		500	725	дан	Hoo	4828	4838	100	-0-	۹۱	١
G swimming				3	-N	A.			it.			1
B swimming					7	¥.						1

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.

Roys Golf Advanced TO State Meet.

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.

ダイ ひとんん

4-14-03 Date:

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KHSAA Form T36 REV, 10/02

## BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2 TO INCLUDE BOOSTER CLUB FUNDING 2002-2003

Teams	equipment and supplies	ent and olies	travel	vel	awards	rds	coaches' (to in suppleme exter employ	coaches' salaries (to include supplemental and extended employment)	facilities improvements	ities ements	publications (if sport-specific)
	æ	因	8	E	В	E	В	I	B	E	B
G track	250	69	500	335	150	150	945	945	50,000 50,000	50,000	10 -
B track	250	69	500	335	150	150	944	hh6	50,000 50,000	50,000	101
G tennis	300	388	250	117	125	125	504	504	0	, \	-0-
B tennis	200	288	200	117	125	135	504	504	10.	,	0
G volleyball					stacted		2003	2002-2003 School	Yesh-		
B wrestling	1NA										
G (list sport)	NA										
B (football)				- 51	5tARted 2007-2003 School Year	2002	2003	School	Yerk		8
G (list sport)	174					T T T T T T T T T T T T T T T T T T T					
B (list sport)	NA										

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. Equipo 4 New Teach 2001-02.

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:

KRONG

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### 2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA Form T41 Rev. 9/02

### Checklist - Overall Interscholastic Athletics Program

Areas of Compliance		ADVANTAGE TO on Internal Evalua 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			V
Coaching	_		V
Locker Rooms, Practice and Competitive Facilities	New Field 2004 (softball)	13 Aseb All Field	
Medical and Training Facilities and Services	,		
Publicity			
Support Services			<b>V</b>
Athletic Scholarships			NA
Tutoring			Ess V
Housing and Dining Facilities and Services			NA NA
Recruitment of Student Athletes			NA

Principal's Signature: John DW Ce	Date: 4-/4-03
7	•

KHSAA Form T60 Rev. 10/02

School Name: Pendleton Co. High School

School Year: 2002-03

Principal's Signature: John Date: June 24, 2003

2002-2003

### CORRECTIVE ACTION PLAN TITLE IX

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, 2003.

TIME TABLE FOR CORRECTIVE ACTION	Freshman and J.V. teams competed '02 the varsity will compete '03 Volleyball competed J.V. and varsity '02	Girls' basketball scheduled 9 in '03 and will have 8 in '04.  Continue to increase the number of games for golf and softball	New field for the '04 season	Contract with KORT for trainer services.	As new construction is considered, dressing areas will be recommended	Policy was approved and in place for '02-03 school year.	Each year the female students will be encouraged to participate in the different sports.	rose identified aravionely as items for correction as well as all areas annountly
SUGGESTED CHANGE	Football (boys) Volleyball (girls)	Schedule more games on Friday and Saturday Schedule more girls' golf and softball games	New Field under construction	Contract of service for games and will promote the need for student trainers	Add dressing facilities for all outdoor sports	S.B.D.M. should adopt a banner display policy	Coaches and staff work to increase the number of female participates	d for all areas identified aroxions vs its
ITEM FOR CORRECTION	Additions of more sports teams	Schedule adequate number of games for girls' teams	Softball field renovation/upgrade	Athletic trainer	Outdoor dressing facilities	Banner display policy	Female participation	An explanation (status renort) is needed for all a

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:

OL DWB

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2002-2003	INTERSCHOL	ASTIC ATHI	ETICS	SURVEY
#VV# #VVJ		2 K 2 K 1 K 2 C K 1 L L L L	1112 1 1 1 2 2 1 1	LIS. IN V 12 I

2002-2003 INTERSCHOLASTIC ATHLETIC	CS SURVEY
School Name: Perdleta County High School	
School Enrollment: 843	•
Date: APR. 17, 2003 Completed By: Tom Woofter	
Completed Bý: Tom Woofter	
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 sp	orts 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	
KHSAA by April 15, 2003. Do not mail the student survey	
Forms should be maintained in your files in the event they	are requested subsequently.
200 Number of Surveys	
132 Total Returned	
9-11 Grades Surveyed	
	n / /
How Was The Survey Administered? English Classe	er - Kandomly
(e.g. was it given in all English classes, or all home rooms, or advisee/ad	lvisor?)
Fall Sports (List Total Number of Participation Responses)	
Cross Country (Girls)	
Cross Country (Boys)	
Field Hockey (Girls)	
<b>39</b> Football (Boys) <b>4</b> Golf (Girls)	
Golf (Glis)	
27 Soccer (Girls)	
Soccer (Boys)	
32 Volleyball (Girls)	
Winter Sport (List Total Number of Participation Responses)	
22 Basketball (Girls) 33 Basketball (Boys)	
كخ Basketball (Boys)	

29 Gymnastics (Girls) 16 Indoor Track (Girls) 16 Indoor Track (Boys)

**31** Wrestling (Boys)

37 Swimming & Diving (Girls)

Swimming & Diving (Boys)

Spring Sport (List Total Number of P  22 Baseball (Boys)  23 Fast Pitch Softbal  31 Slow Pitch Softbal  19 Tennis (Girls)  10 Tennis (Boys)  12 Track (Girls)  7 Track (Boys)	ll (Girls)	Responses)
Other Sports (From Student Survey T	-61 Questio	on 10)
Name of Sport  Gikls Swimming Field Hockey of Whestling  Gynnastics O'Slow Pitch	37 32 31 29 21	Number of Students Interested In Participating
Number of Students who participate i (From Student Survey T-61 Question		il Sports.
Sport Church Lenzue: Basketball Softball	6	Number
List Intramural Sports students are int (From Student Survey T-61 Question		·
Sport BASKetball Softball	6	Number

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

Sport Church Baskelbal	Number
CHURCH 13 AST CHUPS	(9
Church Softball	11
Church Vollarball	6
Bowling	2

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

	Response	Number		
	I don't have  H5 The practice  H0 The sport I I  H2 It's too expe	schedules and game times ike isn't offered	are inconvenient	
Student Sugge	Working Other  stions to encourage par			
Better	E Coaches E Experse	to Participate		 <del></del>
Less	Practice ti			