



# Kentucky High School Athletic Association

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

## MEMORANDUM

To: Superintendent, Principal, and Athletic Director  
Clay County High School

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

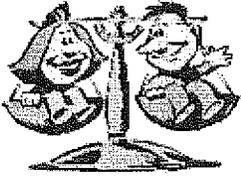
Date: May 24, 2004

Subject: 2003-2004 Title IX Annual Report Forms Submission

Enclosed please find a copy of Form T-65, The 2003-2004 Title IX 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 2003-2004 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, Assistant Commissioner

DATE: May 24, 2004

RE: 2004 Title IX Forms Submission

School	Clay County High School	Reviewed by	Fran Edwards
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The following is a status report regarding the required 2003 - 2004 Title IX submission of forms due in to the KHSAA office by April 15, 2004. 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-36 (Budget Expenses)
✓	T-1 (Summary Program Chart 1)	✓	T-41 (Checklist – Overall Interscholastic Program)
✓	T-2 (Summary Program Chart 2)	✓	T-60 (Corrective Action Plan)
✓	T-3 (Summary Program Chart 3)	✓	T-63 (Interscholastic Survey Results)
✓	T-4 (Summary Program Chart 4)	✓	T-68 (Five Year Summary)
✓	T-35 (Budget Expenses)		

II. Status

A.	✓	2003 – 2004 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.	✓	Other Recommendation and Comments: <ul style="list-style-type: none"> <li>▪ Perhaps it would be appropriate to review the expenditures for athletics. Based on the information provided in this report, \$521 is spent per individual male athlete and \$376 is being spent per female athlete. This appears to be a very large disparity in terms of the amount of money expended for males as compared to females.</li> </ul>

# 15



**2003-2004 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION  
ANNUAL VERIFICATION OF TITLE IX PROCEDURES  
(To be submitted by April 15, 2004 along with other required forms)**

APR 14 2004

The CLAY COUNTY High School, Manchester, 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
Dick Woods	128 Richmond Road	(606)598-2168	Asst. Superintendent
Donnie Gray,	128 Richmond Road	(606)598-2168	Athletic Director
Deann Allen,	128 Richmond Road	(606)598-2168	Title IX
Mike White,	415 Clay Co. High Rd	(606) 598-3737	Principal
Jayne Gilbert	415 Clay Co. High Rd	(606) 598-3737	Student
Trey Bowling	415 Clay Co. High Rd	(606) 598-3737	Student
Mike Jones	415 Clay Co. High Rd	(606) 598-3737	Coach
Jamie Gilbert	415 Clay Co. High Rd	(606) 598-3737	Coach
Jeanne Roberts	415 Clay Co. High Rd	(606) 598-3737	Parent
Linda Cornett	415 Clay Co. High Rd	(606) 598-3737	Vocational Coordinator
Tim Rogers	415 Clay Co. High Rd	(606) 598-3737	Teacher

- Scheduled a minimum of three meetings during the 2003-2004 school year on the following dates:  
January 21, 2004  
April 9, 2004  
May 10, 2004

- Designated the following person(s) as the Title IX coordinator for the school:  
Dr. Deann Stivers Allen Title IX Coordinator 128 Richmond Road (606) 598-2168

- 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.

Michael White  
Principal's Signature

April 5, 2004  
Date

Stephen Collier  
Superintendent Signature

Charles D. Smith  
School Board Chairpersons' Signature

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

**2003-2004**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 1**

KHSAA  
Form T1  
Rev. 8/03

**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	473	46.7	122	44.9
Row 2	BOYS	539	53.3	150	55.1
Row 3	Totals	1012	100%	272	100%

Instructions:

\*Number of 8<sup>th</sup> grade students & below used in Column 3 and Column 4 calculations if applicable: 19

- 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 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 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: Michael J White Date: April 7, 2004

**2003-2004**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 2**

KHSAA  
 Form T2  
 Rev. 8/03

**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
<b>GIRLS</b>	Row 1	varsity:	7	76	1	21	
	Row 2	j.v.:	2	25	1	11	
	Row 3	frosh:	2	21			
	Row 4	total:	11	122	2	32	26.2%
<b>BOYS</b>	Row 5	varsity:	7	107			
	Row 6	j.v.:	3	25			
	Row 7	frosh:	2	18			
	Row 8	total:	12	150			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: Michael J White Date: April 7, 2004

**2003-2004**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 3**

**Participation Opportunities Test Three**

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

	<b>GIRLS</b> (Yes / No)		<b>BOYS</b> (Yes / No)
<b>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?</b>	NO		NO
<b>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?</b>	NO		NO
<b>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?</b>	NO		NO
<b>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?</b>	NO		NO
<b>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?</b>	NO		NO
<b>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?</b>			

Principal's Signature: Michael J White Date: 4/7/04

**2003-2004**  
**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	76	62.3%
Row 2	j.v.:	2	25	20.5%
Row 3	frosh:	2	21	17.2%
Row 4	total:		122	100%
Boys				
Row 5	varsity:	7	107	71.3%
Row 6	j.v.:	3	25	16.7%
Row 7	frosh:	2	18	12.0%
Row 8	total:		150	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: Michael J White Date: 4/7/2004

**2003-2004  
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		4,326.55				211.45		14,000.				
B basketball		4,492.73		1,263.83		426.61		14,000.				
G softball		179.00		160.87		359.82		11,000.				
B baseball		2,621.23		103.08		432.30		14,000.				
G cross country												
B cross country												
G golf												
B golf		245.81		1,665.99		135.70		3,700.				
G soccer												
B soccer												
G swimming												
B swimming												

- Budget and expenditures on this 2003-2004 year report due by April 15, 2004, should reflect the total monies budgeted and spent for the entire year of 2002-2003 ending June 30, 2003.
- "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
- Booster Club Funding/Contributions must be included in the expenditures total.
- Indicate percentage of total expenditures for each gender: Total Expenditures \$ \_\_\_\_\_ % for boys \_\_\_\_\_ % for girls \_\_\_\_\_

**Principal's Signature:** *Margaret J. White* **Date:** \_\_\_\_\_  
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2003-2004

KHSAA  
Form T36  
REV. 8/03

**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				84.02		227.96		1,800.				
B track								1,800.				
G tennis		235.20		806.00		403.00		2,850.				
B tennis		235.20		806.00		403.00		2,850.				
G volleyball		2,752.		1,970.		805.00		3,380.				
B wrestling												
G (list sport)												
B (football)		7,280.		2,272.		1,415.		14,000.				
G (list sport)												
B (list sport)												

- Budget and expenditures on this 2003-2004 year report due by April 15, 2004, should reflect the total monies budgeted and spent for the entire year of 2002-2003 ending June 30, 2003.
- "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
- Booster Club Funding/Contributions must be included in the expenditures total.
- Indicate percentage of total expenditures for each gender: Total Expenditures \$ 124,119.35 % for boys 63 % for girls 37

Principal's Signature: *Margaret J White* Date: April 12, 2004

## 2003-2004 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA  
Form T41  
Rev. 8/03

### 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
<b>OPPORTUNITIES</b>			
Accommodation of Interest and Abilities			✓
<b>BENEFITS</b>			
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			NA
Tutoring			NA
Housing and Dining Facilities and Services			NA
Recruitment of Student Athletes			NA

Principal's Signature: Michael J. White Date: 4/7/2004

SCHOOL NAME

CLAY COUNTY HIGH

2003-2004  
TITLE IX

CORRECTIVE ACTION PLAN

KHSAA  
Form T60  
Rev. 8/03

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, 2004.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
Continue to monitor the recommendations made by the Title IX Audit Committee:	Increase the number of girls prime time games by three	During the 2004-2005 season
	Continue to post weight room schedule	Continuous
	Add a trainer for Spring sports	By the beginning of the 2005 season
	Meet with students interested in soccer and wrestling to see if there is an interest	May 2005

For all areas currently identified as items for correction, an intended corrective action explanation is needed. THIS FORM SHALL BE TYPED.

Principal's Signature: *Michael J. White*

Date: April 7, 2004

**2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY**  
Summary of Student Responses

<b>School Name</b>	CLAY COUNTY HIGH SCHOOL
<b>School Enrollment</b>	1012
<b>Date</b>	March 2004
<b>Completed By</b>	Deann Allen and Donnie Gray

**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, 2004. 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.

  800   Number of Surveys  
  732   Total Returned (*A minimum of 80% return is expected*)  
  8-11   Grades Surveyed

How Was The Survey Administered? During advisor/advisee for grade 9-11, 7<sup>th</sup> period for 8<sup>th</sup>

**Fall Sports (List Total Number of Participation Responses)**

  18   Cross Country (Girls)  
  23   Cross Country (Boys)  
   7   Field Hockey (Girls)  
 153  Football (Boys)  
  18  Golf (Girls)  
  30  Golf (Boys)  
  81  Soccer (Girls)  
  52  Soccer (Boys)  
 120  Volleyball (Girls)  
   9  Volleyball (Boys)

**Winter Sport (List Total Number of Participation Responses)**

  85   Basketball (Girls)  
 203  Basketball (Boys)  
  64  Gymnastics (Girls)  
  35  Indoor Track (Girls)  
  26  Indoor Track (Boys)  
 103  Swimming & Diving (Girls)  
  32  Swimming & Diving (Boys)  
  75  Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

75 Baseball (Boys)  
30 Fast Pitch Softball (Girls)  
40 Slow Pitch Softball (Girls)  
52 Tennis (Girls)  
14 Tennis (Boys)  
23 Track (Girls)  
20 Track (Boys)

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

Name of Sport	Number of Students Interested In Participating
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

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

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

<u>Sport</u>	<u>Number</u>
Soccer	17
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

<u>Sport</u>	<u>Number</u>
Basketball	132
_____	_____
_____	_____
_____	_____
_____	_____

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

<u>Response</u>	<u>Number</u>
_____ 24 I prefer other activities such as band, chorus, etc.	
_____ 173 I don't have time	
_____ 54 The practice schedules and game times are inconvenient	
_____ 41 The sport I like isn't offered	
_____ 23 It's too expensive	
_____ 14 I prefer to participate in club or intramural sports	
_____ 56 Working	
_____ 83 Other	

Student Suggestions to encourage participation

- Develop intramural league
- \_\_\_\_\_ No practice on Wednesday night or Sunday
- \_\_\_\_\_ Let everyone have a chance
- \_\_\_\_\_ Make it fun
- \_\_\_\_\_
- \_\_\_\_\_


4/7/2004

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**Principal's Signature**
**Date**