

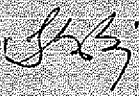


Kentucky High School Athletic Association

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

MEMORANDUM

To: Superintendent, Principal, and Athletic Director
Hopkinsville High School

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

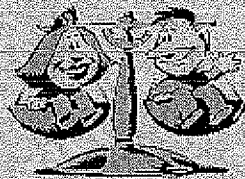
Date: July 14, 2004

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, Executive Assistant Commissioner

DATE: July 14, 2004

RE: 2004 Title IX Forms Submission

School	Hopkinsville High School	Reviewed by	Gordon Bocock
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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.	✓	<p>Other Recommendation and Comments:</p> <ul style="list-style-type: none"> On Forms T-35 & T-36, although the overall package of total expenditures appears to be in line, there are some glaring differences that need a documented explanation: 1) there is an over \$1,000 difference in boys'/girls' basketball equipment and supplies, 2) there is an almost \$4,000 difference in boys' baseball/girls' softball equipment and supplies, and 3) there is almost a \$1,000 difference in the boys'/girls' golf travel. It was stated to the Gender Equity Review Committee during the school visit that, at times, certain areas would be out of balance (as above). No later than August 2, 2004, school personnel should provide written documentation that explains the large expenditures for boys and compared to girls in the aforementioned areas. Nice job on this year's report!



2003-2004 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION

ANNUAL VERIFICATION OF TITLE IX PROCEDURES

APR 16 2004

(To be submitted by April 15, 2004 along with other required forms)

The Hopkinsville High School, Hopkinsville, 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
Rick Roberts	1695 Petsch Lane	270-889-5127	Athletic Director/Teacher
Peggy Kemp	239 Remington Drive	270-886-6784	Principal
Trevor Hooks	611 Park Ave. A-4	270-886-1723	Teacher
Lydia Bravard	15000 Overton Rd	270-269-2583	Student
Josh Artis	630 Hugh Hunter Rd	270-640-3783	Student
Scott Marks	109 Donna Drive	270-886-6545	Teacher/Coach
Wanda Shakeenab	637 Appomattox Ct	931-905-0784	Teacher
Karen Mohon	506 Woodvale Drive	270-886-8304	Teacher Assistant
Tim Huddleston	1059 Pyle Lane	270-228-2005	Assistant Principal
Andrew Self	200 Glass Avenue	270-887-1300	Lawyer for C.C.S.S.
Sarah Kranz	200 Glass Avenue	270-887-1300	D.P.P.
Karen Dougherty	200 Glass Avenue	270-887-1300	Board Member of C.C.S.S.

- ☒ Scheduled a minimum of three meetings during the 2003-2004 school year on the following dates:
October 6, 2003
November 24, 2003
February 26, 2004

- ☒ Designated the following person(s) as the Title IX coordinator for the school:

Rick Roberts	Athletic Director/Teacher	1695 Petsch Lane	270-889-5127
Name	Title	Address	Phone

- ☒ 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.

Peggy M. Kemp
Principal's Signature

April 13 2004
Date

Bob Leming
Superintendent Signature

Bruce L. Linn
School Board Chairpersons' Signature

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	428	45% ✓	213	43% ✓
Row 2	BOYS	528	55% ✓	277	57% ✓
Row 3	Totals	956 ✓	100%	490 ✓	100%

Instructions:

*Number of 8th grade students & below used in Column 3 and Column 4 calculations if applicable *75

- 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).
- 3) 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%.
- 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.
- 5) 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: Larry J. Kemp Date: 4-13-04

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
GIRLS	Row 1	varsity:	9	119	0	0	
	Row 2	j.v.:	4	66	0	0	
	Row 3	frosh:	2	28	0	0	
	Row 4	total:	15	213	0	0	0
BOYS	Row 5	varsity:	10	166	0	0	
	Row 6	j.v.:	4	62	0	0	
	Row 7	frosh:	3	49	0	0	
	Row 8	total:	17	277	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: Roggy L. Kemp **Date:** 4-14-04

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).

	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?	NA		NA

Principal's Signature: Larry D. Kemp Date: 4-13-04

2003-2004
ACCOMMODATION 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:	9	119	56%
Row 2	j.v.:	4	66	31%
Row 3	frosh:	2	28	13%
Row 4	total:	15	213	100%
Boys				
Row 5	varsity:	10	166	60%
Row 6	j.v.:	4	62	22%
Row 7	frosh:	3	49	18%
Row 8	total:	17	277	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: Peggy H. Kemp Date: 4-13-04

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		2652.40		4923.26		137.50	17123.00	17123.00		0		36.25
B basketball		4065.71		2500.00		528.00	17123.00	17123.00		0		36.25
G softball		3165.11		1347.00		241.10	7355.00	7355.00		90.00		0
B baseball		7027.10		1551.97		355.00	7355.00	7355.00		100.28		0
G cross country		150.00		126.00		37.50	1865.50	1865.50		0		0
B cross country		150.00		126.00		100.00	1865.50	1865.50		0		0
G golf		130.50		115.74		12.50	1245.50	1245.50		0		0
B golf		157.50		1056.47		125.00	1245.50	1245.50		0		0
G soccer		7200.08		176.57		75.00	6305.00	6305.00		178.48		0
B soccer		4446.91		221.29		75.00	6305.00	6305.00		178.48		0
G swimming		962.86		474.70		75.00	3152.50	3152.50		0		18.13
B swimming		977.85		474.70		75.00	3152.50	3152.50		0		18.12

1. 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.
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.
4. Indicate percentage of total expenditures for each gender: Total Expenditures \$ _____ % for boys _____ % for girls _____

Principal's Signature: Sagey W. Kemp **Date:** 4-13-04

2003-2004
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		825.29		248.00		249.50	4204.00	4204.00	0			0
B track		1002.97		298.00		249.50	4204.00	4204.00	0			0
G tennis		698.03		75.44		75.00	1660.00	1660.00	0			0
B tennis		723.15		75.44		100.00	1660.00	1660.00	0			0
G volleyball		2429.25		993.70		549.00	6305.00	6305.00	0			0
B wrestling		947.50		700.00		0	6305.00	6305.00	0			36.25
G (list sport)												
B (football)		9735.65		600.00		1528.00	20860.00	20860.00	0			96.00
G (list sport)												
B (list sport)												

1. 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.
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.
4. Indicate percentage of total expenditures for each gender: Total Expenditures \$ 205,959.61 % for boys 58% % for girls 42%

Principal's Signature: Debbie J. Kemp Date: 4-13-04

Explanation of Miscellaneous Expenses Related to 2002-2003
Budget/Expenditures

Other Expenses for each sport include: summer camps, team meals, coaching clinic expenses, and state tournament expenses. I am listing these expenses because I feel they are Title IX worthy. There was not a specific Title IX category to record these type of expenses. These expenses are as follows:

Football	\$1087.36	B-Tennis	\$25.00
B-Basketball	\$805.00	G-Tennis	\$25.00
G-Basketball	\$4573.00	Volleyball	\$3411.01
Wrestling	\$0	B-Soccer	\$6365.00
Baseball	\$360.00	G-Soccer	\$778.29
Softball	\$260.00	B-Track	\$0
G-XC	\$0	G-Track	\$0
B-XC	\$0	B-Golf	\$0
G-Swimming	\$35.49	G-Golf	\$0
B-Swimming	\$35.48		

Total Expenditures

Girl Sports	\$86,767.18	\$86,767.18	
Boy Sports	\$119,192.43 (with Football)	\$85,285.42	(without Football)
All Sports	\$205,959.61 (with Football)	\$172,052.60	(without Football)

2003-2004 KHSAA TITLE IX ATHLETICS AUDITKHSAA
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
OPPORTUNITIES			X
Accommodation of Interest and Abilities			X
BENEFITS			X
Equipment and Supplies			X
Scheduling of Games and Practice Time			X
Travel and Per Diem Allowances			X
Coaching			X
Locker Rooms, Practice and Competitive Facilities			X
Medical and Training Facilities and Services			X
Publicity			X
Support Services	NA	NA	NA
Athletic Scholarships	NA	NA	NA
Tutoring	NA	NA	NA
Housing and Dining Facilities and Services	NA	NA	NA
Recruitment of Student Athletes	NA	NA	NA

Principal's Signature: Peggy J. Kemp Date: 4-13-04

SCHOOL NAMEHopkinsville High School2003-2004TITLE 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
Booster Club Spending	To communicate Title IX rules and regulations to better control spending activities of the Booster Clubs.	2004-2005 School Year

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

Principal's Signature: Loggy J. KempDate: 4-13-04

2003-2004 INTERSCHOLASTIC ATHLETICS STUDENT SURVEY

KHSAA
Form T61
Rev. 8/03

1. Is the School District offering the interscholastic sport(s) you want to play?
361 Yes
76 No, I want to play bowling, pool, boxing, girl's football, hockey, martial arts, and lacrosse.
191 I am not interested in athletics
2. During the **fall season**, which interscholastic sport would you like to play?
125 Football
57 Girls' Volleyball
16 Boys' Volleyball
12 Boys' Cross-Country
21 Girls' Cross-Country
21 Girls' Field Hockey
22 Boys' Golf
15 Girls' Golf
40 Boys' Soccer
52 Girls' Soccer
64 I would not participate
3. During the **winter season**, which interscholastic sport would you like to play?
92 Boys' Basketball
55 Girls' Basketball
20 Boys' Swimming & Diving
30 Girls' Swimming & Diving
40 Boys' Wrestling
34 Girls' Gymnastics
41 Boys' and Girls' Indoor Track
279 I would not participate
4. During the **spring season**, which interscholastic sport would you like to play?
52 Boys' Track
49 Girls' Track
40 Girls' Tennis
27 Boys' Tennis
33 Girls' Slow Pitch Softball
28 Girls' Fast Pitch Softball
53 Boys' Baseball
305 I would not participate
5. Do you participate in intramural sports? If you do, which sports(s)?
81 Yes _____
518 No _____
6. Which intramural sports, if any, would you like to see added?
Women's wrestling, Volleyball, Lacrosse

7. Do you participate in non-school sport activities? If you do, which sport(s)?
187 Yes Soccer, Tennis, Basketball, Roller Hockey, Church Leagues, Bowling
377 No

8. Are you currently participating in interscholastic athletics during any season?
174 Yes (Outside of School)
389 No Why don't you participate in interscholastic athletics?
60 I prefer other activities such as band, chorus, etc.
107 I don't have time
35 The practice schedules and game times are inconvenient
28 The sport I like isn't offered
18 It's too expensive
16 I prefer to participate in club or intramural sports
55 Working
65 Other

9. Do you have any suggestions to encourage participation?

*Make coaches more visible
*More specific tryouts dates/locations/etc.
*Less expensive sports
*Advertise on T.V./Radio/Newspaper

10. Please list OTHER SPORTS you are interested in participating in and the sports season.

Sport	Season

OPTIONAL	
Name	
Age	
Male	
Female	

(check one)