

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

North Laurel High School

From:

Brigid L. DeVries, Commissioner

Larry Boucher, Assistant Commissioner

Date:

May 18, 2004

Subject:

2003-2004 Title IX Annual Report Forms Submission

Enclosed please find a copy of Form T-65, <u>The 2003-2004 Title IX Annual Report Forms Checklist</u>. 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: May 18, 2004

RE: 2004 Title IX Forms Submission

0-11 1 1 1 1 1 1 1 1	Reviewed by Fran Edwards
School North Laurel High School	Reviewed by TiFran Edwards
Concert Note in Education	ineners, intall cawalas

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)	1	T-41 (Checklist – Overall Interscholastic Program)
✓	T-2 (Summary Program Chart 2)	✓	T-60 (Corrective Action Plan)
√	T-3 (Summary Program Chart 3)	1	T-63 (Interscholastic Survey Results))
V	T-4 (Summary Program Chart 4)	1	T-68 (Five Year Summary)
•	T-35 (Budget Expenses)		

II. Status

	Q LG LG G	
A.		2003 – 2004 Forms are satisfactory and no further information or action is necessary at this time.
В.		Errors have been noted with respect to the following forms:
IJ.		
C.		The following forms were omitted and must be submitted by school representatives:
D.	√	Other Recommendation and Comments:
		On May 5, 2004, Athletic Director Jack Cupp and I had a phone conversation regarding the information included on Forms T-35 & T-36. Mr. Cupp indicated that he would forward revised copies of the forms. As of May 17, 2004, KHSAA offices have not received the forms and it is requested that Forms T-35 & T-36 be resubmitted to the KHSAA no later than June 15, 2004.

2003-2004 BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART TO INCLUDE BOOSTER CLUB FUNDING

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			- 18				////			1.11	' / ' '	

²⁰⁰²⁻²⁰⁰³ ending June 30, 2003. 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

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Copyright 10 Good Sports, Inc., Title IX and Gender Equity Specialists. All rights reserved.	4: Indicate percentage of total expenditures for each gender: Total Expenditures \$ 73,440
Date: April 12,	% for boys 49,
2004	_ % for girls _

^{2. &}quot;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.

BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2 TO INCLUDE BOOSTER CLUB FUNDING 2003-2004

oo 5	KHSAA

Teams	equipment and supplies	ent and plies	travel	vel	awards	rds	coaches' salaries (to include supplemental and extended employment)	aches' salaries (to include pplemental and extended employment)	facilities improvements	itics ements	publications (i sport-specific)	publications (if sport-specific)
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²⁰⁰²⁻²⁰⁰³ ending June 30, 2003. 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

Principal's Signature:	4. Indicate percentage of total expenditures for each gender: Total Expenditures \$
Musla 14	tures for each gender:
Ishbar &	Total Expenditures \$
Date:	48,000
april	% for boys 80
12 2004	20%
	% for girls

Date: Upril 12, 2004

 [&]quot;B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
 Booster Club Funding/Contributions must be included in the expenditures total.



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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)

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	1 hc	(Name of Hig	gh School)	High School,	(City)	<u> </u>	писку
er	tifies to the Kentu	icky High Scl	nool Athletic Asso	ciation that the follo	wing is an accu	rate and true r	
ac	ts surrounding co	mpliance with	n 20 U.S.C. Section	ns 1681-1688, et. Se	q. (also known :	as Title IX)	
ſ c	ertify the follow	wing provis	ions in accords	nce with records	at the school	contained i	n the normanant
Γiι	tle IX file, and	to the best	of my knowled	ge have complete	ed the followi	ng tasks. (A	ll boxes must be
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	□ Designate	a mie Tollow	ing person(s) as	the Title IX coordi		월	606
	JACK Name	Cupp	A.O.	¥	215 Laur	el Rd	864-6896
	Name	<i></i>	<i>H.O.</i> Title		Address	\PI	none
	"""	•				1	
	School reflected in the	personnel a	re continuing to:	make periodic rev	iews of the bo	ys and girls	athletics program
	reflected in the	Confective 2	Action Plan.				Section 164 Sectio
	☐ In addit	ion to the al	ove information	, the above referen	iced school ma	aintains a cor	nnlete nermanent
	file relative to	Title IX reco	rds including cop	pies of the self-asse	ssment audit,	all corrective	action plans, and
	other related ma	aterials.			•		r,
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	Shuld	Shelar	L a	ord 12	2004		
	Principal's Sign	ature	Date				
	Valta 1	lucia.	- 	عر للف	X		
٨	Superintendent		Scho	ol Board Chairpe	sons' Signatur	e	
		(Send	original copy to KHSA	4 - Maintain duplicate (1	Thtle IX school fol	der)	

2003-2004 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	527	48.9	154	49.6
Row 2	BOYS	5"5"/	51.1	157	50.4
Row 3	Totals	1073	100%	3/1	100%

Instructions:

8 501

*Number of 8th grade students & below used in Column 3 and 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).
- Add the total number of girls and boys enrolled to determine total enrollment, (place in Row 3, Column 1). 2)
- 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 sqads). 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, 5) 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 ithin 3% of Row 1, Column 2, then it provides a good target within which compliance is likely.

Date: Upril 12, 2004

2003-2004 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	94		25	
	Row 2	j.v.:	4	38		16	a a temporario Control de la Control
	Row 3	frosh:	/	77-	_D	0	5 (20)
	Row 4	total:	13	15-4	9_	41	.2690
BOYS	Row 5	varsity:	8	101	D	0	a a special
	Row 6	j.v.:	4	38	Ø	0	
	Row 7	frosh:	2	18	0	0	The State of the S
	Row 8	total:	14	157	Ó	Ó	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.
- 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.
- 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: Skul Subbard Date: April 12, 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).

	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?	<i>Yo</i>	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?	Vo	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:	Shuld	Subbard	Date:	fril	12,2004
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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:	8	94	67
Row 2	j.v.:	Lţ	38	14 25
Row 3	frosh:	1	9.5	14
Row 4	total:		154	100%
Boys				
Row 5	varsity:	8	101	64
Row 6	j.v.:	4	38	24
Row 7	frosh:	2	18	12
Row 8	total:	region 1 2 2 2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3	157	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:	Pluis	Schal	Date: April	12,2004
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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	
OPPORTUNITIES				
Accommodation of Interest and Abilities			لسا	
BENEFITS				
Equipment and Supplies			L	
Scheduling of Games and Practice Time			<u> </u>	
Travel and Per Diem Allowances				
Coaching			de la companya de la	
Locker Rooms, Practice and Competitive Facilities			1	
Medical and Training Facilities and Services				
Publicity			V	
Support Services				
Athletic Scholarships			NA	
Tutoring			N/A	
Housing and Dining Facilities and Services			V/B	
Recruitment of Student Athletes			N/A	

Principal's Signature:_	Luo	Lebart	Date: april	1Z 2004
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North haurel

2003-2004 TITLE IX

KHSAA Form T60 Rev. 8/03

CORRECTIVE ACTION PLAN

this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2004. To complete this form, indicate the intended area which needs corrective action, the suggested change and time table for implementation. You may copy

rrective action explanation is needed.	For all areas currently identified as items for correction, an intended corrective action explanation is needed	For all areas currently idea
	+	
04 + 03	promotion	AT Female Athletic event
For 11 in with the	Special Heat Time	Improve Attendance
TIME TABLE FOR CORRECTIVE ACTION	SUGGESTED CHANGE	ITEM FOR CORRECTION

• THIS FORM SHALL BE TYPED.

Principal's Signature:

Date: Upril 12, 2004

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2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses

School Name	North Gaurel High School
School Enrollment	1078
Date	3-18-04
Completed By	JACK CUPP

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 <u>Summary Form only</u> 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.

847	Number of Surveys
792	Total Returned (A minimum of 80% return is expected)
9-11	Grades Surveyed

How Was The Survey Administered? $\underline{English}$ \underline{Cagseg} (e.g. was it given in all English classes, or all home rooms, or advisce/advisor?)

Fall Sports (List Total Number of Participation Responses)

- 19 Cross Country (Girls)
- 20 Cross Country (Boys)
- ょ/ Field Hockey (Girls)
- 136 Football (Boys)
- ______Golf (Girls)
- <u>18</u> Golf (Boys)
- 18 Soccer (Girls)
- 15' Soccer (Boys)
- 54 Volleyball (Girls)
- 15 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

- 130 Basketball (Girls)
- 153 Basketball (Boys)
- 26 Gymnastics (Girls)
- 나 Indoor Track (Girls)
- ょり Swimming & Diving (Girls)
- 10 Swimming & Diving (Boys)

I Wrestling (Boys)

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

Sport Painthall	Number 7.5
Societ	30
baseball	15

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

Response	Number
<u>570</u> I don't have tir <u>57</u> The practice so <u>15</u> The sport I like <u>10</u> It's too expense	hedules and game times are inconvenient isn't offered
Student Suggestions to encourage partic	pation
No practice	
Less Homew.	or K
Change Coac	hes
Principal's Signature	Date

<u>2003-2004</u> <u>BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2</u> TO INCLUDE BOOSTER CLUB FUNDING

Teams	equipment and supplies	ent and olies	tra	travel	BAAB	awards	coaches' (to in suppleme	coaches' salaries (to include upplemental and	facil improv	facilities improvements	publications (if sport-specific)	publications (if sport-specific)
							extended employment)	ental and laded //ment)				
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G track	200	650	200	385	0	0	1500	1500	0	0	0	0
B track	9 9	620	200	385	0	0	1570	1500	Ö	0	0	0
G tennis	9.75	275	400	530	0	0	875	873	0	0	0	0
B tennis	4 7 7	275	600	565	0	O	\$15	875	0	0	0	0
G volleyball	700	680	600	640	0	0	4,000	4 5/20	0	0	O.	0
B wrestling	0	0	Ó	0	0	0	0	0	O	0	<i>></i>	0
G (list sport)	0	0	ô	0	0	Ò	B	O	C. S.	0	0	0
B (football)	12,400	13,130	1700,	1685	0	ø	2050E	20.50	O	0	0	0
G (list sport)	0	0	0	0	Ø	0	0 ,	0	0	0	3	The state of the s
B (list sport)	0	0	0	0	0	0	0	0	0	0	0	0

3. Booster Club Funding/Contributions must be included in the expenditures total.	2. "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.	2002-2003 ending June 30, 2003.	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
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Principal's Signature:	4. Indicate percentage of to
Shull Husbard	otal expenditures for ea
Walterd	4. Indicate percentage of total expenditures for each gender: Total Expenditures \$_
Date:	のまたんた。
6-11-04	% for boys 80 % for girls 20

<u>2003-2004</u> <u>BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART</u> TO INCLUDE BOOSTER CLUB FUNDING

	equipment and supplies	ent and plies	travel	vel	awards	ırds	coaches' salari (to include supplemental au extended employment)	coaches' salaries (to include upplemental and extended employment)	facilities improvements	ities ements	publications (if sport-specific)	tions (if pecific)
	В	Œ	В	E	В	Ŧ	В	H	В	邑	В	Ħ
G basketball	4200	4157	1700	1240			13,500	3,500 13,500	0	0	3	C
B basketball	42.00	7814		1710			2500	13,500	0	0	0	Ö
G softball	2000	1950		1250			6000	6,000	6	0	0	0
B baseball	2000	1975	1	1060				61000	0	O	0	Ö
G cross country	500	284	350	350			600	600	5	9	0	المنتقل المنت
B cross country	500	460	350	350			000	600	0	B	Ŋ	Comments of the Comments of th
G golf	9.75	287	400	385	: :		600	600	O	0		0
B golf		218	troo	390				000	0	0	0	Accepted to
G soccer	880	768	80	718			4000	4,000	0	0	0	0
B soccer		7//	700	685			4,000	4,000	0	0	>	0
G swimming												
B swimming												

²⁰⁰²⁻²⁰⁰³ ending June 30, 2003. 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

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4. Indicate percentage of total expenditures for each gender: Total Expenditures \$ / 2 #	3. Booster Club Funding/Contributions must be included in the expenditures total.
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Copyright 1999, Good Sports, Inc., Title IX and Gender Equity Specialists. All rights reserved.	Principal's Signature: Med Holder	4. Indicate percentage of total expenditures for each gender: Total Expenditures \$ 73181
	Date: 6-11-04	% for boys 49,9
		% for girls 50, 1