

### 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

Western High School

From: Brigid L. DeVries, Commissioner

Larry Boucher, Assistant Commissioner

Date: July 13, 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 13, 2004

RE: 2004 Title IX Forms Submission

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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.

1. Checklist of Forms properly submitted in a satisfactory manner:

1	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)
<b>✓</b>	T-35 (Budget Expenses)	

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Α.		2003 – 2004 Forms are satisfactory and no further information or action is necessary at
5 S S S S S S S S S S S S S S S S S S S	gir A	<u>this time.</u>
B.	- ✓	Errors have been noted with respect to the following forms:
		▼ Form T-1
	40.5	• Form T-2
4.01500		Corrected copies of these forms have been returned to you for placement in your
	-6-5-3-3-B	permanent 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:
		According to responses and data provided, the school is currently meeting the
		standards established in Test # 3 for Opportunities. The report, other than the
		errors mentioned in "Section B" appears accurate.
		<ul> <li>Please note that the school's Forms T-35 &amp; T-36 show exactly the same amount of</li> </ul>

money budgeted as expended

### 2003-2004 <u>ACCOMMODATION OF INTERESTS AND ABILITIES</u> <u>SUMMARY PROGRAM CHART 1</u>

**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	289	39,8%	104	(1.1% 35.b
Row 2	BOYS	437	60.2%	231) 188	68.9% 64.4
Row 3	Totals	726	100%	(335) 292	100%

Instructions:

\*Number of 8<sup>th</sup> 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).
- 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%.
- 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, 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: Stephen Broko Date: 4.9.04

### 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	69	2	13	
	Row 2	j.v.:	3	35	0	0	
	Row 3	frosh:	0	0	0	0	
	Row 4	total:	11	104	2	13	12.5%
BOYS	Row 5	varsity:	9	134	1	20	
	Row 6	j.v.:	2	26	0	0	2 (M. 1) (1) (1)
	Row 7	frosh:	2	28	1	17	
	Row 8	total:	13	188	2	37	(11.9% 19.6

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

Principal's Signature: Maplen Breks Date: 4.9.04



APR 18 2004

### 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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	ed a geno nt if neces:		committee	at the high sel	nool. (list comm	nittee person	nnel and provide
Name		Add		Phone	Ti		
					216 502-448-8219		
					40220 502-671-72 239-8317 Teacher		Coacn
Jim Ashby 3	031 Likens	Avenue Lo	uisville, Kent	ucky 40211 502-	778-9399 Parent/	Booster Club	
					02-368-5777 Pare	nt/Booster Cl	lub
Students: S	emor-Ebony		ınıor-Louis A hman-Megan	shby, Sophomo Feather	re-Alan Barnes,		
				during the 2003 March 23, 200	-2004 school year 04	r on the folk	owing dates:
Design	nated the f	ollowing pe	erson(s) as th	e Title IX coord	linator for the sch	nool:	
Kevin Salye Name	r Athletic	Director	5910 Trappo Title	ers Ridge Circle	Louisville, Kent Address	ucky 40216	502-448-8219 Phone
☑ Sch reflected in				nake periodic re	eviews of the boy	ys and girls	athletics program
/							
						_	ete permanent file
			ading copies	of the self-asse	essment audit, al	l corrective	action plans, and
other related	i materiais	•	<del> </del>		deddo.		
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/ <i>TV/ld</i> Principal's S	Signature	Jours	Date	March 26, 2004	1 . 1	_	
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Superintend	ent Signati	ire	Scho	ol Board Chairpe	rsons' Signature		
. ,	•		copy to KHSAA		e in Title IX school fol	der)	

KHSAA Form T3 Rev. 8/03

### 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?	N/A	N/A

Principal's Signature:	Sh	Ephen of	Bocko	_Date:	4.9.04
					7

### 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	69	66.3%
Row 2	j.v.:	3	35	33.7%
Row 3	frosh:	0	0	0
Row 4	total:		104	100%
Boys				
Row 5	varsity:	9	134	71.2%
Row 6	j.v.:	2	26	13.9%
Row 7	frosh:	2	28	14.9%
Row 8	total:		188	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:	Stephen	Bocks	Date:	4.9.	04
		•			

2003-2004

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

	equipn	equipment and supplies	tra	travel	aw:	awards	coaches' ( to in supplement exterior employer)	coaches' salaries ( to include supplemental and extended employment)	facil	facilities improvements	publications (if sport-specific)	tions (if pecific)
	8	E.	В	Ħ	B	E	В	A	В	B	B	国
G basketball	\$1,200	\$1,200	\$2,500	\$2,500	\$100	\$100	0\$	0\$	80	\$0	N/A	N/A
B basketball	\$1,200	\$1,200	\$2,500	\$2,500	\$100	\$100	0\$	\$0	\$0	\$0	N/A	N/A
G softball	\$950	\$950	\$750	\$750	\$100	\$100	0\$	80	80	\$100	N/A	N/A
B baseball	\$1,480	\$1,480	\$750	\$750	\$100	\$100	\$0	\$0 8	0\$	\$100	N/A	N/A
G cross country	\$100	\$100	\$75	\$75	\$50	\$50	80	80	\$0	0\$	N/A	N/A
B cross country	\$100	\$100	\$7\$	\$75	\$50	\$50	80	80	0\$	0\$	N/A	N/A
G golf	\$250	\$250	\$75	\$75	\$50	\$50	80	80	\$0	\$0	N/A	N/A
B golf	\$250	\$250	\$75	\$75	850	05\$	80	0\$	0\$	0\$	N/A	N/A
G soccer	\$2,400	\$2,400	006\$	006\$	\$75	\$75	08	0\$	0\$	0\$	N/A	N/A
B soccer	\$2,400	\$2,400	006\$	006\$	\$75	\$75	0\$	\$0	0\$	\$0	N/A	N/A
G swimming	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
B swimming	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
The second compared the second	THE CHIEF	11 T883 T8	Hydron H				toffeer the	HOTEL PROMIS	- Paring order		<del>e by April (3, 2004, should leftee the foul monts budgetol'and spent for the unthe year of</del>	to the state 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 \$\_

Date:

50%\_\_\_\_ % for girls\_\_\_50%\_

% for boys\_

19,880

Principal's Signature: Title IX and Gender Equity Secialists. All rights reserved.

KHSAA Form T36 REV. 8/03

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

Teams	equipm	equipment and supplies	tra	travel	aws	awards	coaches' sala (to includ supplemental extended	coaches' salaries (to include supplemental and extended employment)	facilities improveme	facilities improvements	publications (if sport-specific)	ublications (if port-specific)
	æ	E	8	뎔	В	E	B	H	B	ब्रिक	#	E
G track	\$150	\$150	\$300	\$300	\$50	\$50	\$0	80	80	0\$	N/A	N/A
B track	\$150	\$150	\$300	\$300	\$50	\$50	\$0	0\$	\$0	0\$	N/A	N/A
G tennis	\$150	\$150	\$200	\$200	\$50	\$50	80	\$0	\$0	\$0	N/A	N/A
B tennis	\$150	\$150	\$200	\$200	\$50	\$50	\$0	\$0	\$0	\$0	N/A	N/A
G volleyball	\$1,300	\$1,300	\$700	\$700	\$100	\$100	\$0	\$0	\$0	\$0	N/A	N/A
B wrestling	\$400	\$400	\$450	\$450	\$75	\$75	\$0	\$0	\$0	\$0	N/A	N/A
G (list sport)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
B (football)	\$3,600	\$3,600	\$2,500	\$3,300	\$100	\$100	\$0	\$0	\$0	\$0	N/A	N/A
G (list sport)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
B (list sport)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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.

% for boys 74.6% 11,825 4. Indicate percentage of total expenditures for each gender: Total Expenditures \$\_

% for girls \_\_25.4%

Breker		All rights reserved.
Styleng	0	Copyright 1999, Good Sports, Inc., Title IX and Gender Equity Specialists. All rights reserved
Principal's Signature:	) (	Copyright 1999, Good Sports, Inc.,

Date:

KHSAA Form T41 Rev. 8/03

### 7003-7004 KHSVY LILIE IX VLHIELICS VODIL

### Checklist - Overall Interscholastic Athletics Program

Annual Control of the			
Recruitment of Student Athletes			$\mathbf{x}$
and Services			
	V/N	V/N	V/N
ani rotu T			X
Athletic Scholarships			X
Support Services			X
Publicity			X
and Services			
Medical and Training Facilities			X
and Competitive Facilities			
Locker Rooms, Practice			X
Соясћіпу			X
Travel and Per Diem Allowances		-	X
Scheduling of Games and Practice Time			X
Equipment and Supplies			X
BENELLZ			
Accommodation of Interest and Abilities			X
OPPORTUNITIES			
	bkockym Cikra,	PROGRAM BOYS'	ИЕІТНЕК ИЕІТНЕК
Areas of Compliance	ADVANTAGE TO the appropriate column.)		

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KHSAA Form T60 Rev. 8/03

SCHOOL NAME

# WESTERN MST MAGNET HIGH

SCHOOL

2003-2004 TITLE IX CORRECTIVE ACTION PLAN 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
Separate restroom facility within Varsity girls locker Room in Large gym	Build separate restroom in side Varsity Girls locker Room, to be separate from public area	Seeking Board approval and funding. Summer 2004
Build third girls locker room on campus to equal number of boys locker rooms	Have locker room for girls added on to side of the large gym	No plan set in place
Add shower and restroom facilities to Football locker room	Football locker room needs showers, sinks, and toilets	No plan set in place
■ For all areas currently ide	For all areas currently identified as items for correction, an intended corrective action explanation is needed.  THIS FORM SHALL BE TYPED.	rrective action explanation is needed.

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Principal's Signature:

Date:



### 2003-2004 INTERSCHOLASTIC ATHLETICS SURVEY

**Summary of Student Responses** 

School Name	WESTERN MST MAGNET HIGH SCHOOL		
School Enrollment	726		
Date	February 21, 2004		
Completed By	Kevin Salyer		

### 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.

	•
650 Numb	er of Surveys
552 Total	Returned (A minimum of 80% return is expected)
9 - 12 Grad	
How Was The Su	rvey Administered? In first block class
	all English classes, or all home rooms, or advisee/advisor?)
(4.8 14 8-14-1-	
Fall Sports (List Tot	al Number of Participation Responses)
8	Cross Country (Girls)
_9_(	Cross Country (Boys)
0	Field Hockey (Girls)
	_ Football (Boys)
6	Golf (Girls)
	Golf (Boys)
14	_ Soccer (Girls)
35	_ Soccer (Boys)
36	Volleyball (Girls)
2	Volleyball (Boys)
Winter Sport (List T	otal Number of Participation Responses)
53	Basketball (Girls)
79	_ Basketball (Boys)
	Gymnastics (Girls)
	Indoor Track (Girls)
	Indoor Track (Boys)
	Swimming & Diving (Girls)
	Swimming & Diving (Roys)

Spring S		l (Boys) ch Softball (Girl tch Softball (Gir birls)	s)	
	18 Track (C 23 Track (E	· ·		
Other S <sub>1</sub>	ports (From Student Su	rvey T-61 Ques	tion 10)	
1	Name of Sport		Number of Students Int Participating	erested In
-	Bowling	88		
-		za		
		•		
-		221	······································	
	of Students who partic tudent Survey T-61 Qu	-	iral Sports.	
_	Sport No Intramural Sports	<u>Offered</u>	Number	
	amural Sports students tudent Survey T-61 Qu		n adding:	
<u>.</u>	Sport Basketball Volleyball	52 18	<u>Number</u>	
	Bowling	8		
		555		

\_\_15\_\_\_ Wrestling (Boys)

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

Sport	Number
— <del>—</del> ———	
Bowling	8
Commence parameters and a second parameters and the second parameters and the second parameters and the second	** ***********************************
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A second	The state of the s
фициализмента в при	## +++
	_
Descens for not most sincting i	m internal action of blation
Reasons for not participating i	n interscholastic atmetics.
(From Survey Question 8)	
Response	Number
response	INGHIDGI
3 The spo 18 It's to	practice schedules and game times are inconvenient ort I like isn't offered o expensive to participate in club or intramural sports
Student Suggestions to encourage	e participation
Reduce out of pocket cost for	
Reduce out of pocket cost for	participants
4.40	Broker 4.9.04
Stephen &	HOW 7.7.09
Principal's Signature	Date