

KHSAA TITLE IX
ANNUAL REPORT SUBMISSION
STATUS REPORT
2008-2009

KHSAA
Form T65
Revised 4/09

TO: KHSAA Member School Superintendents, Principals, and Athletic Directors

FROM: Brigid L. DeVries, Commissioner
Darren Bilberry, Assistant Commissioner

DATE: April 30, 2009

School	Woodford County High School	Reviewed by	Martha Mullins
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The following is a status report regarding the required 2008 - 2009 Title IX Annual Report submission of forms due into the KHSAA office by April 15, 2009. Appropriate KHSAA Audit Team personnel have reviewed these forms and the following is a summary of this review.

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

X	GE 19 (Annual Verification)	X	T-35 (Budget Expenses)
X	T-1 (Summary Program Chart 1)	X	T-36 (Budget Expenses)
X	T-2 (Summary Program Chart 2)	X	T-41 (Checklist - Overall Interscholastic Program)
X	T-3 (Summary Program Chart 3)	X	T-60 (Corrective Action Plan)
X	T-4 (Summary Program Chart 4)	N/A	T-63 (Interscholastic Survey Results)

II. Status

A.	X	2008 - 2009 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.	X	According to the 2008-2009 data, the school appears to be meeting the standards established in: <input type="checkbox"/> Test 1 (Athletic participation is proportionate to enrollment) <input type="checkbox"/> Test 2 (History and continuing practice of program expansion) <input checked="" type="checkbox"/> Test 3 (Full and effective accommodation of interests and abilities)
E.	X	Other Recommendation and Comments: An excellent report. Items requested as attachments to the report as a part of the re-visit report will be addressed separately.



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
2008-2009 ANNUAL VERIFICATION OF TITLE IX PROCEDURES**

KHSAA Form GE19
F-Forms/GE19
Rev.12/08

(To be submitted by April 15, 2009 along with other required forms)

APR 14 2009

The Woodford County High School High School, Versailles, 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, at least one copy of which must be maintained in the Principal's office, and to the best of my knowledge have completed the following tasks.

Established a gender equity committee at the high school. **(List committee personnel and provide attachment if necessary)**

Name	Address	Phone	Title
(Supt., Principal, Student, Parent, Coach, Etc.)			
See attached sheet.			

Scheduled a minimum of three meetings during the 2008-2009 school year on the following dates:

8-6-08
11-11-08
4-6-09

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

Name	Title	Address	Phone
Bob Gibson	Associate Principal/AD	180 Frankfort Street	859-873-5434 ext 225

Designated the following person(s) as the Title IX coordinator for the district:

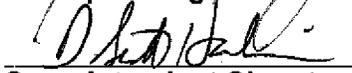
Name	Title	Address	Phone
Betty Luckett	DPP	330 Pisgah Pike	859-873-4701

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.


Principal's Signature

April 6th 2009
Date


Superintendent Signature


School Board Chairpersons' Signature

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

WCHS Title IX Gender Equity Committee

Name	Address	Phone #	Title
Bety Luckett	WCPS, 330 Pisgah Pike, Versailles, KY 40383	873-4701	DPP/District Title IX Coordinator
Scott Hawkins	WCPS, 330 Pisgah Pike, Versailles, KY 40383	873-4701	Superintendent
Rob Akers	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Principal
Bob Gibson	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Athletic Director & Assistant Principal
Joe Carr	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Wrestling Coach
Walker Terhune	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Trainer
Jay Lucas	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Girls Basketball and Baseball
Jason Jefferies	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Cheerleading
Brooke Stickel	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Cross Country
Chris Tracy	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Football
Stephon Brown	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Softball
Willie Wilson	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Boys Soccer
Dave McIver	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Girls Soccer
Susan Carey	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Swimming
Stan Watts	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Tennis and Golf
Genny Ledbetter	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Volleyball and Assistant AD
Joe Carr, Jr.	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Wrestling
Steven Duckworth	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Student
Stephanie Patterson	WCHS, 180 Frankfort Street, Versailles, KY 40383	873-5434	Student
Tracy Sobolewski	205 Stourbridge, Versailles, KY 40383	879-1859	Booster Club President and Track



2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-1

KHSAA
 Form T1
 F-Forms/T1
 Rev. 10/08

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	624	51%	259	39%
Row 2	BOYS	600	49%	403	61%
Row 3	Totals	1224	100%	662	100%

Instructions:

*Number of 8th grade students & below used in Column 3 and Column 4 calculations: 29

- 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).
 Girls MS Above = 18
 Boys MS above = 11
- 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 coaches to confirm the names of those individuals who are on the team as of the first **date of regular season competition**, and cross out the names of those who were cut from the team or quit the team prior to the first regular season 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 in 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 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:  Date: 4-6-09

**2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-2**

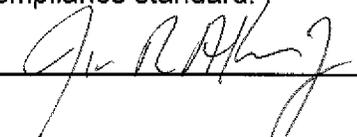
KHSAA
Form T2
Rev. 12/08

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 Since the beginning of the 2004-2005 School Year	Number of participants for the 2008-09 school year who are playing on teams added since the 2004-05 school year	Percent of Total Participation By Sex Added Since the beginning of the 2004-2005 School Year
GIRLS	Row 1	varsity:	9	177	0	0
	Row 2	j.v.:	4	59	0	0
	Row 3	frosh:	2	23	0	0
	Row 4	total:	15	259	0	0%
BOYS	Row 5	varsity:	10	270	0	0
	Row 6	j.v.:	4	95	0	0
	Row 7	frosh:	2	38	0	0
	Row 8	total:	16	403	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:  Date: 4-6-09

2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-3

KHSAA
 Form T3
 Rev. 12/08

Participation Opportunities Test Three

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

	GIRLS (Yes / No)		BOYS (Yes / No)
1. 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 <u>intramural team</u> .	No		No
2 For a sport <u>not</u> currently offered, is there sufficient interest, based on the responses to your most recent Student Interest Survey, to form a viable <u>interscholastic team</u> for a sport not currently offered. If yes, what sport?	No		No
3. For a sport currently offered at the junior varsity or freshman level is there sufficient interest, based on your most recent Student Interest Survey, to form a <u>varsity team</u> not currently offered?	No		No
4. For a sport currently offered at the varsity level only, is there sufficient interest, based on your most recent Student Interest Survey, to form a viable team for a <u>junior varsity or freshman team</u> that is not currently offered?	No		No
5. If you answered YES to question (1), (2), (3), or (4), are there enough high schools in the geographic area offering the sport (at the appropriate level) to allow for the development of a reasonable schedule of competition?	No		No

Plans to Address Interest: Our interest surveys have indicated an interest in forming an archery team. We are working with interested parents to help them form a club team so their students can participate. The major hurdle has been finding a qualified and trained coach to run the program. We will continue our efforts to support them forming a club team which is not a part of the WCHS athletic program but does have access to our students and facilities.

Principal's Signature :  Date: 4-6-09



2008-2009
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART T-4

KHSAA
 Form T4
 F:Forms/T4
 Rev.12/08

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	177	68%
Row 2	j.v.:	4	59	23%
Row 3	frosh:	2	23	9%
Row 4	total:	15	259	100%
Boys				
Row 5	varsity:	10	270	67%
Row 6	j.v.:	4	95	24%
Row 7	frosh:	2	38	9%
Row 8	total:	16	403	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: 4-6-09

**2008-2009
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 1
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount required)		facilities improvements		publications (if sport-specific)	
	Expenditures		Expenditures		Expenditures		Expenditures		Expenditures		Expenditures	
	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster
G basketball	\$7438	\$958	\$4651	\$0	\$1342	\$48	\$11,000	3	Paid for	by Board	No Specific	sport
B basketball	\$6042	\$410	\$6335	\$0	\$464	\$315	\$11,000	3	of Ed.	funds on	publications	
G softball	\$1801	\$0	\$1469	\$0	\$1174	\$211	\$4000	2	a needs	basis.		
B baseball	\$8177	\$1272	\$3395	\$0	\$448	\$217	\$5000	2				
G cross country	\$1142	\$0	\$737	\$0	\$1470	\$32	\$1750	1				
B cross country	\$1142	\$0	\$737	\$0	\$1470	\$32	\$1750	1				
G golf	\$992	\$0	\$295	\$0	\$120	\$0	\$2125	1				
B golf	\$992	\$0	\$295	\$0	\$120	\$0	\$2125	1				
G soccer	\$2073	\$913	\$2984	\$251	\$2417	\$445	\$8500	2				
B soccer	\$5738	\$3838	\$2538	\$0	\$677	\$2005	\$8000	2				
G swimming	\$3506	\$307	\$1841	\$0	\$640	\$0	\$2500	1.5				
B swimming	\$3506	\$307	\$1841	\$0	\$640	\$0	\$2500	1.5				

- Total expenditures on T-35 and T-36 on the 2008-2009 year report due by April 15, 2009, should reflect the total monies spent (rounded off to nearest dollar) for the entire school year of 2007-2008 ending June 30, 2008.
- Booster Club Funding/Contributions must be included in the above expenditures total. (Note: It is illegal for coaches to be paid by Booster Clubs - Reference KHSAA Bylaw 27)

[Signature]

Principal's Signature: _____ **Date:** 4-6-09

**2008-2009
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2
TO INCLUDE BOOSTER CLUB FUNDING**

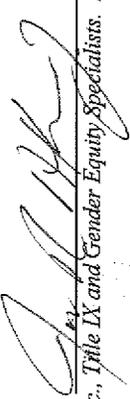
	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount required)		facilities improvements		publications (if sport-specific)	
	Expenditures		Expenditures		Expenditures		Expenditures		Expenditures		Expenditures	
	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster	School	Booster
G track	\$0	\$0	\$1756	\$0	\$144	\$1180	\$2875	1.5	1	Paid for	No specific	sport
B track	\$0	\$0	\$1756	\$0	\$144	\$1180	\$2875	1.5	1	of Ed.	publication	
G tennis	\$1901	\$147	\$819	\$0	\$191	\$0	\$2000	1	1	a needs	basis.	
B tennis	\$1901	\$147	\$819	\$0	\$191	\$0	\$2000	1	1			
G volleyball	\$4083	\$1614	\$4145	\$0	\$1028	\$685	\$4500	2	3			
B wrestling	\$510	\$0	\$4175	\$0	\$1541	\$84	\$9750	3	1			
G (list sport)	\$	\$	\$	\$	\$	\$	\$					
B football	\$28,779	\$4723	\$6376	\$0	\$1165	\$3300	\$15,500	6	3			
G (list sport)	\$	\$	\$	\$	\$	\$	\$					
B (list sport)	\$	\$	\$	\$	\$	\$	\$					

1. Total expenditures on T-35 and T-36 on the 2008-2009 year report due by April 15, 2009, should reflect the total monies spent (rounded off to nearest dollar) for the entire school year of 2007-2008 ending June 30, 2008.

2. Booster Club Funding/Contributions must be included in the above expenditures totals.

Indicate percentage of total expenditures for each gender: (If disparities are obvious, list on your Corrective Action Plan (T-60) what action you will take to correct the problem). * = Numbers in () indicates without football.

#	Gender	Expenditures	Percentage
403	Boys	\$170,244 (*110,401)	64% (*53%)
259	Girls	\$96,200	36% (*47%)
	Total:	\$266,444 (*206,601)	100%

Principal's Signature:  Date: 4-6-09

Budget Information on Facilities Improvement

The Woodford County board of Education pays for all facility improvements on a needs basis. Every year they pay thousands of dollars to maintain the softball, baseball, football, and soccer fields. This maintenance is in the form of grass seed, mowing, aerating, etc. The Board also pays for facility improvements on a needs basis. These items include such things as sealing the basketball floor and track. All of these items are approved when needed. We may have large expenses one year and very few the next. Lastly, our Board pays a rental fee for the exclusive use of the swimming pool at Falling Springs for swim practices and meets.

Budget Explanation on Equipment Expenditures

Two obvious discrepancies in equipment expenditures exist when viewing forms T35 and T36.

Boys baseball spent over \$9,000 and softball just \$1,801. This discrepancy is misleading in that the baseball players themselves paid over \$6,000 towards the purchase of hats (required by KHSAA for play), warm-ups, a third game jersey (which they keep), and personal equipment such as bats, mitts and cleats. All of these items are funneled through the school account due to the school's contract with Nike and the discount (40%) offered. These discrepancies have been addressed through an Athletic Department called meeting between said coaches and the athletic directors. It was decided at this meeting that softball would purchase a third uniform, thus ending the gender uniform equity issue, and the softball coach will make available to players the opportunity to purchase warm-ups and personal equipment through the Nike contract.

Additionally, the boys soccer team spent \$9,500 and the girls team just \$3,000. This is due in part to the double purchase of socks and shorts (approximately \$1,400 each time), once in September (actually purchased in May and not billed until September) and then again in June. In addition, older equipment such as duffle bags and keeper gloves were replaced (approximately \$1,500). The athletes also fund-raised for two sets of t-shirts, which were purchased through the Booster Club account. Add to this the \$700 purchase by students for playing cleats through the account, again to receive the Nike discount. As with baseball and softball, a meeting with the athletic directors and coaches is planned to discuss potential gender equity issues regarding these expenditures.

Budget Explanation of Total Expenditure Percentage

The total expenditures on boys and girls programs shows a percentage breakdown of 64% spent on the boys programs and 36% spent on the girls programs. While this seems like a wide margin, when one compares all programs except football (which does not have a girl's equivalent) the number look very different. The total expenditures minus football look like this:

Girls Programs spent:	\$96,200	(47%)
Boys Programs spent:	<u>\$110,401</u>	(53%)
Total Spent:	\$206,601	(100%)

2008-2009 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form T41
Rev. 12/08

Checklist - Overall Interscholastic Athletics Program

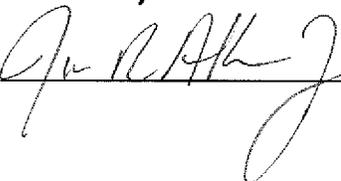
DIRECTIONS:

For the Areas of Compliance (Opportunities and Benefits) listed on the left hand side of the page, place a checkmark under the appropriate column identifying whether your school provided an advantage to the Girls' Program, or to the Boys' Program or to Neither Program. A review of T-35 and T-36 spending patterns might be helpful in completing this form.

Areas of Compliance:	ADVANTAGE TO:		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
OPPORTUNITIES			
Accommodation of Interest and Abilities			X
BENEFITS			
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 – Softball Dugouts	
Medical and Training Facilities and Services			X
Publicity			X
Support Services			X
Athletic Scholarships			NA
Tutoring			X
Any meals provided for home			NA

If an advantage is shown, corrective action should be shown on T-60 (Corrective Action Plan).

Principal's Signature: _____



Date: 4-6-09

Woodford County High School

CORRECTIVE ACTION PLAN

DIRECTIONS:

1. For Column 1, indicate the intended area (Opportunities or Benefits) which needs corrective action in order to achieve gender equity. For Column 2, write the suggested change or activities that will correct the area in need of alteration. For Column 3, include the estimated completion date for the changes or activities.
2. It is possible to attain compliance with Title IX and no longer need "corrective" action. However, the KHSAA strongly encourages compliant schools to identify items for improvement (Column 1), activities to accomplish the improvement (Column 2) and a timetable for completion (Column 3) that will strengthen the athletic program.
3. You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2009.

COLUMN 1 ITEM FOR CORRECTION/ IMPROVEMENT	COLUMN 2 SUGGESTED CHANGE/ ACTIVITIES	COLUMN 3 SCHOOL YEAR, COMPLETION DATE OF CORRECTION FOR PROJECT
Softball Field Improvements/New Facility	Collaboration with WC Parks Foundation until one of the two projects are complete	February 2010 or New Field by February 2011.
Review Athletic Policies Annually	Athletic directors read athletic policies thoroughly each summer and revise for the upcoming school-year	August 2009
Annual meeting with gender equitable programs concerning finances. (ie. Baseball-softball, boys soccer-girls soccer, etc.)	Set and conduct the meetings with each group annually	June 2010
Add second Assistant Volleyball Coach due to existing three teams	Addition of second assistant volleyball coach in athletic stipend scale (Level D)	July 2010

Principal's Signature: 

Date: 4-6-09

Corrective Action Status Report for 2007-2008

- 1. New Softball Field at Community Stadium-** after negotiations with the County Parks and Recreation Board and the Woodford County Parks Foundation board, we are slowly moving forward with the construction of a new softball stadium. All boards involved have reviewed an estimate to build new block dugouts on the current field with a cost of \$18,000. Building new dugouts is not the best option since the Foundation board is already moving forward to grade, irrigate, and seed the site for a new field and they are also submitting a grant to MLB for lights. We are in the process of setting up a meeting with our superintendent, the president of the foundation board, and the WCHS athletic director to discuss financial obligations for finalizing the construction. The foundation is probably going to ask the school board for \$20 to \$30 thousand dollars which is just slightly more than the \$18,000 for dugouts alone.
- 2. Student Athletic Activity Card Program –** Our athletic activity card program has done well and seems to be increasing attendance slightly at games. We have sold 278 passes this year to students and adults which is on par with previous years. It is a good program to guarantee revenue for our teams, even if card holders don't attend on a given night; in addition, fans get a discount.
- 3. Review of Athletic Policies –** Our athletic directors annually review all athletic department policies and procedures. In addition, this school year we have organized a coaches' council which convenes three times a year outside the Title IX meetings to discuss policies and procedures. From these meetings, we are in the process of revising the drug and alcohol policy and have changed the grade check procedure. After our KHSAA revisit in November, we have read and revised numerous athletic policies as per suggestions from the revisit team.
- 4. Investigate the Development of an Archery Program –** Upon investigation, we have been unable to find a qualified (certified and trained) coach who is willing to begin a club program. Additionally, there are no high school archery programs known to us. Even if a few existed, travel limitations wouldn't warrant creation of a program. We are willing to help support a club program through the usage of facilities if a qualified coach can be procured.

KHSAA STAFF

Brigid DeVries, Commissioner bdevries@khsaa.org
Michael Barren, Assistant Commissioner mbarren@khsaa.org
Darren Bilberry, Assistant Commissioner dbilberry@khsaa.org
Butch Cope, Assistant Commissioner bcope@khsaa.org
Julian Tackett, Assistant Commissioner jtackett@khsaa.org
Elden May, Sports Information Director emay@khsaa.org
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SPORTS FAX COVER SHEET

TO: Bob Gibson	FROM: Martha Mullins
SCHOOL/COMPANY: Woodford Co.	DATE: 5-5-09
FAX NUMBER: 859/873-7731	TOTAL PAGES (inc. cover): 7
PHONE NUMBER: 859/873-5434	RE: Title IX Annual

2008-2009 KHSAA STATE CHAMPIONSHIPS

Oct. 6-8	Leachman Buick/GMC-KHSAA Girls' Golf	Bowling Green Country Club
Oct. 9-11	Leachman Buick/GMC-KHSAA Boys' Golf	Bowling Green Country Club
Oct. 31-Nov. 1	Girls' Volleyball	Bellarmine Knights Hall, Louisville
Nov. 5-6, 8	Boys' & Girls' Soccer	Toyota Stadium, Georgetown
Nov. 15	Boys' & Girls' Cross Country	Ky. Horse Park, Lexington
Dec. 12-13	Football	Papa John's Cardinal Stadium, Louisville
Feb. 13-14	Pannell Swim Shop/KHSAA Swimming	U of L Ralph Wright Natatorium, Louisville
Feb. 19-21	Wrestling	Frankfort Convention Center, Frankfort
March 11-14	Houchens/KHSAA Girls' Basketball	WKU Diddle Arena, Bowling Green
March 18-21	National City/KHSAA Boys' Basketball	Rupp Arena, Lexington
May 21-23	Boys' & Girls' Tennis	UK Boone/Downing Complex, Lexington
May 22-23	Boys' & Girls' Track	U of L Owsley Frazier Park, Louisville
June 5-6	Fast Pitch Softball	Jack Fisher Park, Owensboro
June 11-13	Forcht Bank/KHSAA Baseball	Applebee's Park, Lexington

NOTES:

Per our discussion.

Thank you,

Martha

CONFIDENTIAL: Please keep in mind the information herein is confidential and should be delivered at its earliest convenience to the person whose name is listed above.

WCHS Athletic Booster Club Agreement

A unified athletic Booster Club that serves all WCHS athletic programs will be maintained. This organization will function with oversight from the WCHS Administrative and Athletic Department staff.

All coaches, Athletic Directors, the WCHS Principal, and parents of athletes may be members. Each athletic team will assign a parent representative to attend meetings, vote on issues, present fundraising requests, and approve team purchases.

The member body of the Booster Club will vote to approve fundraising requests to be run through the Booster Club, officer positions, bylaw changes, etc.

The Booster Club will maintain two separate accounts:

1. General Account – Funds senior awards, banners, Booster scholarship program, administrative costs, etc.
2. Team Accounts – Each team fundraises to deposit funds in their accounts. This includes parent concession work, pie sales, etc.

Financial matters will be handled as detailed below:

- The monthly financial report is submitted both during the Booster Club meeting and to the Athletic Department for gender equity review.
- An annual budget is submitted to the Athletic Department and WCHS Administration for approval.
- Individual team expenditures must be approved by the coach and team parent representative.
- These expenditures are included in the school's annual Title IX report.
- The Booster Club pays an annual sum of \$12,000 to the school athletic fund, which is equitably distributed to individual school team accounts.
- The ultimate approval for fundraising requests rests with the Athletic Director; any denial of requests would be based on gender equity issues.

The Booster Club will award annual scholarships (usually 1 male/1 female) to WCHS athletes who are participating in college athletics. Other criteria include GPA, demonstration of sportsmanship and leadership during high school athletics, and a written essay.

*Need signature signifying receipt/understanding
of agreement*

WCHS Athletic Policy #24

Pre and Post-Event Meals

Pre and Post-event meals may be provided through donations by outside organizations and/or parents of athletes. Any other funding sources must be approved by the Athletic Department prior to the event.

Provision of this benefit from any source, will be reported to the Athletic Director or designee, for purposes of monitoring gender equity.

WCHS Athletic Policy #17

Issuing and Collecting Athletic Equipment

Issuing Athletic Equipment

Head coaches are directly responsible for the care and control of all equipment used in his or her program.

1. The head coach, although he/she may delegate tasks to assistant coaches, is responsible for issuing athletic equipment to all team personnel.
2. Players are to be instructed in the proper use, care (washing) and maintenance of their equipment at time of issue.
3. All athletes receiving equipment will be responsible for the equipment issued. If equipment is lost or has been damaged, the athlete will be charged for replacing the equipment.
4. Coaches shall periodically inspect equipment and facilities during the season.
5. Coaches shall discontinue use of any equipment which becomes unsafe during the season.

Use of Athletic Equipment and Facilities

It is important to emphasize to all athletes their responsibilities as squad members to take good care of school equipment and facilities and to report any abuses to their coach or the Athletic Department.

The following guidelines must be followed:

1. Athletic department issued equipment is to be worn only during practice sessions and interscholastic contests or by permission of the coaches.
2. Athletes who personally buy a portion of their practice or game uniform may wear it at their own discretion.
3. Athletic equipment owned by WCHS shall not be loaned to outside groups.
4. The Athletic Director shall schedule all athletic facilities based on gender equity and based on schedules.

Collection, Inventory, Storage and Disposal of Athletic Equipment

Coaches are responsible for collecting all equipment that is dispersed during the school year. Coaches are required to complete this collection process within twenty-one (21) days of the final game of their season.

Collection and storage procedures are as follows:

1. The head coach shall supervise the collection, inventory and storage of all equipment issued within his/her sports program.
2. If any equipment is lost or damaged, the athlete shall be charged replacement costs.
 - a. The coach shall inform the athlete that he/she will not receive athletic awards until all financial obligations are met.
 - b. The coach shall inform the athlete that he/she cannot participate in another athletic program until all financial obligations are met.
 - c. The coach shall inform the athletic department about any athlete's financial obligations.
 - d. The coach shall inform the athlete's parents of all lost or damaged equipment, and the financial obligation of replacement. This contact shall be by phone and official letter.
 - e. Athletes who remain delinquent after forty-two (42) days of the final game of the season will be disciplined according to the school discipline codes (holding grades, etc.).
3. Within twenty-one (21) days of the end of the season, all equipment is to be collected, cleaned, inventoried and stored in designated areas.
 - a. No equipment is to be discarded without the approval of the athletic director.
 - b. Equipment to be repaired/reconditioned shall be marked appropriately.
4. The head coach shall submit an inventory of his/her equipment within forty-two (42) days of the end of the season.
5. Outdated equipment and/or trophies from events other than KHSAA post-season tournaments shall be disposed of with Athletic Department approval, with the goal of maintaining the integrity of limited storage facilities.

Has knowledge of existing system and state regulations; implements same consistently and interprets them for staff.

Understands the proper administrative line of command and refers all requests or grievances through proper channels. Is aware of all public, staff and departmental meetings that require attendance.

Provide support and expertise to the middle school and recreation department programs by conducting clinics and seminars on rule changes.

STAFF RESPONSIBILITIES:

Establishes the fundamental philosophy, skills, and techniques to be taught by staff. Designs conferences, clinics, and staff meetings to insure staff awareness of overall program.

Trains and informs staff, encourages professional growth by encouraging clinic attendance according to local board policy.

Delegates specific duties, supervises implementation, and at season's end, analyzes staff effectiveness and assists the Athletic Director and principal in evaluating all Assistant Coaches.

Maintains discipline, adjusts grievances, and works to increase morale and cooperation.

Perform such other duties which may be assigned by the Athletic Director or Principal.

ADMINISTRATIVE DUTIES:

✓ Creates competition and practice schedule for program and gains approval from the Athletic Director based on gender equity. *only 3*

Assists the Athletic Director in providing transportation and requirements for tournament and special sports events.

Assists in the necessary preparation to hold scheduled sports events or practices and adheres to scheduled facility times.

Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent and eligibility.

Provides proper safeguards for maintenances and protection of assigned equipment sites.

STUDENT RESPONSIBILITIES:

Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant.

Gives constant attention to a student athlete's grades and conduct.

By his/her presence at all practices, games and while traveling, provides assistance, guidance and safeguards for each participant.

Initiates programs and policies concerning injuries, medical attention and emergencies.

Completes paperwork on all disabling athletic injuries on proper forms and keeps accurate records.

WCHS Athletic Policy #16

Awards and Recognition

Athletic Program Banquets

All WCHS athletic programs shall conduct an awards and recognition banquet after the conclusion of their seasons. The banquet site, dinner, and awards must be approved by the athletic department before arrangements are finalized. Upon invitation, a member of the administrative staff shall attend each team's banquet. Awards shall be given in a gender equitable manner according to the coach's discretion for participation, statistics, academics, and special recognition. Acceptable awards may include certificates, medals, trophies, and plaques. All award criteria and items shall receive prior approval from the Athletic Department.

Coaches choosing not to participate in the Awards System must have approval from the Athletic Director.

Senior Awards

All senior athletes who finish the season in good standing as a member of their athletic team will receive a senior award sponsored by the Booster Club.

Lettering Requirements

Athletes must participate in one third (33%) of the varsity contests and complete the season in order to receive a letter or bar from their athletic team. Exceptions for the completion of season provision will be granted for injured athletes. No letters or bars shall be given for JV or freshman participation. JV and freshman athletes will receive a certificate of participation.

Academic All-State

The KHSAA Academic All-State and Honorable Mention awards will be based on two criteria:

- Any high school varsity athlete is eligible
- All-State – Cumulative GPA of 3.75 or higher
- Honorable Mention – Cumulative GPA of 3.25-3.74

Team Trophy Placement Requirements

1. Team trophies are to be displayed in the assigned areas of the cafeteria hallway trophy cases.
 2. The assigning of space shall be equitable for all athletic programs.
 3. All exceptions to the above requirements shall be approved through the athletic department.
 4. Due to space limitations, displayed trophies shall be prioritized from state titles down to district titles.
- Excess trophies are to be preserved in the best manner possible with Athletic Department approval.

Team Banner Requirements

1. Each team shall have at least one postseason banner provided by athletic department.
2. Additional banners must be purchased by individual teams and approved by the athletic department.
3. All additional banners shall be of similar style & color as to the athletic department provided banners.
4. A maximum number of three postseason banners (District, Region, State) can be approved.
5. Placement of banners will be determined by the athletic department.

WCHS Athletic Policy # 22

Overnight or Out-of-State Travel

Woodford County Board of Education policy states that all overnight or out-of-state travel by any school or school group shall be approved by the Board of Education prior to any traveling. WCHS athletic teams fall under this policy as a school group and shall have all out of state travel (contests, camps, etc.) approved. Athletic teams must also complete and submit forms to the KHSAA to gain approval for all out of state contests.

School Year Guidelines - Coach's Responsibilities

1. Schedule overnight or out-of-state contest(s).
2. Complete, submit, and gain approval by WCBE.
3. Complete, submit, and gain approval by KHSAA.

Summer Guidelines (Last day through 1st day of school) – Coach's Responsibilities

1. Schedule overnight or out-of-state contest(s) or camps.
2. Complete, submit, and gain approval by WCBE.

Lodging

Lodging will be selected based on location to venue, availability, recommendation from host organization, and affordability. Said lodging will be funded by the host organization, team account, Booster Club account, KHSAA and/or private funds.

Meals

Meals may be funded through private funds, host organization, team account, or Booster Club account, with a limit of \$15.00 per meal. (Note: If individual meal is paid through private funds, no monetary limit will be assigned.)

Parents? →

*** Summer Camp Interpretation – Athletes attending a camp with a WCHS coach present (working the camp, visiting on a daily basis, etc.) will need to have board approval, whereas, athletes attending camps on their own without a coach present will not.**