

**KHSAA TITLE IX RE-VISIT
FINAL AUDIT REPORT**

(For schools re-visited during the 2010-2011 school year)

School: Spencer County High School
Prepared By: Martha Mullins
Telephone Number of Reviewer: **(859) 299-5472**
Reviewed By: **Darren Bilberry, Asst. Commissioner**

1. Completed Required Forms

- Verification of Forms (Form GE-50) Yes No
- Participation Opportunities Summary Chart (Form T-70) Yes No
- Benefits Summary Charts (Forms T-71 & T-72) Yes No
- Benefits Publicity (Form T-73) Yes No
- Corrective Action Plan Summary Charts (Form T-74) Yes No

2. Opportunities Component of Title IX Compliance

Area of Compliance:
(Check One or More)

	A	Substantial Proportionality
	B	History and Continuing Practice Of Programs Expansion
X	C	Full and Effective Accommodation of Interest and Abilities

- A). Was the Substantial Proportionality Test (T-1) an area in which the school met Title IX Opportunities compliance?
Yes No

Comments: The school met the criteria for this test in the 2005-2006 and 2006-2007 academic years.

- B). Was the History and Continuing Practice of Program Expansion Test (T-2) an area in which the school met Title IX Opportunities compliance?
Yes No

Comments: The school met the criteria for this test in the 2005-2006 and 2006-2007 academic years.

- C). Was the Full and Effective Accommodations of Interest and Abilities Test (T-3) an area in which the school met Title IX Opportunities compliance?
Yes No

Comments: The student interest survey has continued to indicate a strong interest in swimming. Lack of facilities and the lack of competitive opportunities in the district have kept school personnel from adding the sport to the athletics program. However, school personnel were advised to schedule two meetings to assess the validity of survey results.

3. Is the school's most recent Student Interest Survey accurate in relation to the assessment of Interests & Abilities?
Yes No

Comments: It appear that the survey was properly administered. The rate of return was eighty-seven percent.

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4. Checklist of the Title IX Components of the Interscholastic Program

Benefit to Students	Satisfactory	Deficient	Comments
Accommodation of Interests and Abilities	X		The school has met the standards for compliance with Test 3 for the 2010-2011 academic year.
Equipment and Supplies	X		<p>Uniforms displayed were of similar quality, with the exception of those for softball. However, according to the purchase rotation plan the team is slated for new uniforms this school year.</p> <p>Various sports equipment reviewed appeared to be of the same quality for both genders and distributed among the teams according to the requirements for safety and competitive play.</p> <p>School personnel reported they were in the process of generating policies directed at better inventory control</p>
Scheduling of Games and Practice Time		X	<p>A review of schedules over the past three school years revealed no overnight trips for any girls' teams. One male team was scheduled for an out-of-state tournament two of the three years.</p> <p>The school has met the KHSAA requirements for the scheduling of girls' home basketball games for 2010-1011.</p>
Travel and Per Diem Allowances	X		As a rule student-athletes are transported on school buses. There appeared to have been some exceptions in the past. Currently, policies covering transportation and per diem are being developed.

Coaching	X		<p>Ratio of coaches to athletes appeared equitable, i.e. 1/13 for male athletes and 1/11 for female athletes.</p> <p>There were no female head coaches for girls' sports listed.</p> <p>School personnel were advised to review the amount of coaching experience and continuity with teams to determine if there exists an imbalance in the quality of coaching offered male and female teams.</p> <p>Criteria for coaching stipends were not readily discernable from the salary schedule reviewed.</p>
Locker Rooms, Practice and Competitive Facilities	X		<p>Locker room assignments for teams were incomplete. Golf, track and cross-country teams had no space allotted.</p> <p>Not all teams had storage space on campus for equipment and uniforms.</p>

Medical and Training Facilities and Services	X		<p>The school has one weight room for use by all teams. A schedule of use was not available for review. All teams do not use the weight room. There is a need for more free weights suitable for use by females.</p> <p>Athletic training services are not centralized. Coaches provide their own training services. Emergency procedures are those in place for general coverage provided for all students.</p>
Publicity		X	<p>No printed or promotional materials were provided for review.</p> <p>Cheerleader selection is codified, and assignments are equally distributed between boys' and girls' basketball. The school should explore ways to increase cheer support at girls' sporting events to balance the cheering support given football games.</p> <p>Booster Club agreements were not found in the school's permanent Title IX file.</p>
Support Services	X		<p>School personnel have been able to overcome financial deficits encountered in the past and have begun a process of redefining procedures to ensure greater fiscal accountability. A clearer model for booster involvement needs to be developed.</p> <p>Office space for coaches to counsel student-athletes privately was lacking. Given the fact that five head coaches for girls' sports are not on campus during the day, special attention should be paid to providing opportunity for face-to-face communication between assistant coaches or other appropriate school personnel and female student-athletes. Electronic communication or mailboxes could augment this function. Care should be given to assuring that each girls' team has a female professional or staff person to contact during the day.</p>

*Request to
 Atkinson
 Head
 Coach for
 Title IX
 1/21/11*

Athletic Scholarships	N/A		
Tutoring	N/A		
Housing and Dining Facilities and Services	X		No policies governing the provision of on-campus food service, i.e. pre-and post-game meals or snacks, were found in the school's permanent Title IX file.
Recruitment of Student Athletes	N/A		

5. Brief Summary/Analysis of the Corrective Action Plan (Form T-60)

Plans for improvements to outdoor facilities comprised most of the Corrective Action Plans over the past five years. The replacement of indoor bleachers was added last school year. Restrictions on travel and the change in "spirit pack" distribution were more recent inclusions.

N/A

9. PERSONNEL IN ATTENDANCE AT AUDIT MEETING

High School Title IX Coordinator: James Beavers

District Level Title IX Coordinator: James Beavers

Name	Title	Telephone
Todd Clemens	Student-Athlete	502-422-0029
Charlie Traughbar	Girls' Soccer Coach	502-241-6038
Sierra Arbuckle	Student-Athlete	502-477-5387
Gina Brian	Bookkeeper	502-477-0448
Sandy Clevenger	School Board Member	502-477-2480
Wendy Elder	Fr. Girls' Volleyball Coach	502-477-1161
Daniel Cox	Girls' Basketball Coach	502-403-0343
Stacey Teague	Aide to Ass't. Athletic Director	502-477-8189
Jacelyn Lyons	Principal	502-477--3255
Jim Beavers	Ass't. Principal/Ath. Director	502-477-3255
Clark Teague	Ass't. Ath. Director/Football Coach	502-477-8189
Gary Lawson	KHSAA Auditor	502-845-3817
Martha Mullins	KHSAA Auditor	859-299-5472

10. Comments

A pattern of changes in personnel has resulted in the keeping of inadequate records or data for a permanent Title IX file, which seriously affected the capacity to evaluate standards for compliance. Current administrative personnel have begun a comprehensive approach to developing policy and procedure to guide the athletics program and to organize the files to meet requirements for review as public records.

It is recommended that the district assume a greater role in the provision of support for athletics by underwriting the cost of major capital equipment. A softball batting cage and a field tarp are examples. This would free up money to use for the provision of equitable benefits across all sports. (School personnel were cautioned to consider adding these two items for the softball field before approving lights for the baseball field in order to keep the quality of the two facilities in balance.) In addition, it is suggested that grant money or in-kind services be solicited for providing improvements at the track area, i.e. field event areas and lane markings on the track surface. This could benefit all students. The same kind of arrangement should be considered for providing soccer fields for practice and competition. The role of field surface is a major component in soccer, which differs from that of football and elementary school use.

Interviews with school personnel and student-athletes were open and generally positive. It is recommended that a discussion be held with male soccer athletes regarding jersey colors. The public meeting convened with parents, administrators, a Board member and coaches attending. The purpose of the audit was clarified by the auditors for a parent; and discussion between administrators and parents on the softball field and on booster fiscal procedures was productive.

The meeting adjourned at 6:00 pm.



Gary Lawson <glawson@khsaa.org>

Re: amendment

1 message

Martha Mullins <martha.mullins@insightbb.com>
To: "Beavers, Jim" <jim.beavers@spencer.kyschools.us>
Cc: glawson@khsaa.org

Tue, Jul 5, 2011 at 4:40 PM

Mr. Beavers, forgive my tardiness in reviewing the policy amendments you forwarded as requested. I have been out of commission for a week. Mr. Gary Lawson, the auditor who was on the re-visit as well, has taken over the responsibility of completing the Spencer County file for the re-visit. I have forwarded him the amendments and my comments before they are formally submitted by school personnel with signatures. I retired June 30, but I am more than happy to help you and Ms. Lyons complete this task. Do not hesitate to call me at 859-269-3394 at any time.

Regarding the amendments:

1. A chart illustrating locker room or dressing area assignments for all teams was not attached. It needs to be drawn up or described in LARGER detail for sake of greater legibility for evaluation.
2. A chart indicating office space for all coaches needs to be sent in as well.
3. A chart depicting storage areas for all teams is to be sent in also.

The wording of the policy is fine. The file here at the KHSAA needs to contain these three charts as requested.

4. As far as the scheduling of common areas for practice and competition is concerned, the policy should cover more than just professional development and election days. First priority should be the expectation, in writing, that shared facilities are to be determined by school administration in cooperation with the coaches involved. Then, I would assume that a fair policy would be that the sport in season has priority for scheduling. If weather interferes with outdoor practices, what procedure will be followed in that regard for in-and-out-of-season sports? What about scheduling of shared facilities when use of the facility is requested by an outside group? There may be other scenarios that you think should be covered by this policy area.

5. Since uniforms are the property of the school as indicated in the policy, I think a policy should be added that requires approval by school administration of the design for new uniforms that are requested. That could stifle controversy that many times erupts over who gets to say what uniforms would look like as well as cost involved. KHSAA recommends a policy on uniform rotation that spells out how often new uniforms will be purchased for teams. Usually schools provide a new uniform for a given team once every four or five years. If that policy will not work at Spencer County, develop a chart anyway, listing what teams will be CONSIDERED for new uniforms each year, i.e. 2011-2012, volleyball, boys' basketball, etc. Make the chart for four or five years down the road, making sure that each team is included. Gender does not matter in any one year, just as long as all sports are in the rotation.

6. Regarding the Booster Club Agreement, check the language used regarding expenditures. I know the agreement Spencer County submitted is patterned after the original example distributed by the KHSAA. However, since printing the original example form, in ensuing years the KHSAA has been recommending that all expenditures be approved PRIOR to execution rather than after the fact. Even though the Red Book guidelines just require a reporting of expenditures once a year, monitoring spending for Title IX compliance standards is made more difficult if prior approval is not required.

7. Regarding number 6, please submit a listing of ways the cheerleaders, as the school's Spirit Leaders, will be asked to promote the attendance of spectators at girls' sporting events. If logical, they might lead efforts to recognize outstanding performances by female teams or individuals if male teams or athletes are so treated. A point to get across to the cheerleaders is that their performance at football and boys' basketball and girls' basketball is not the total contribution to school spirit that they as cheerleaders could make.

My compliments to you and Ms. Lyons on getting this project on track. Make sure you all give yourselves credit on the annual Corrective Action Plan as progress is made.

Warmly,

Martha Mullins

--- Original Message ---

From: [Beavers, Jim](#)
To: Martha Mullins [martha.mullins@insightbb.com]
Sent: Friday, July 01, 2011 11:06 AM
Subject: amendment

Ms. Mullins,

Please find the attached amendment. (notably item #6). Even after speaking with you I am not sure how to reword the weight room and facilities portions. If you would please look at what I have and advise me and I will make all necessary changes immediately.

Respectfully,

Jim Beavers

"If I were to read, much less answer, all the attacks made on me, this shop might as well be closed for business. I do the very best I know how, the very best I can, and I mean to keep doing so until the end. If the end brings me out right, what is said against me won't amount to anything. If the end brings me out wrong, ten angels swearing I was right will make no difference."—Abraham Lincoln

Jim Beavers
Assistant Principal/Athletic Director
Spencer County High School
502-477-3255, x-2365

**Corrective Action Plan
For
Spencer County High School
Athletic Department**

Date 16, Feb, 2011

Dear Spencer County Board of Education:

This letter is a formal corrective action pursuant to recent audit of Spencer County Athletics Department policies and procedures, in regards to Title IX compliance. I would like to state that this audit was/is a part of a routine and periodic review that all High School Athletic Departments are scheduled to receive. It is not in response to any complaint or malfeasance in regards to Spencer County High or the Athletic Department.

Below you will find the item of interest and how this issue was corrected in the new Policy Handbook. Incidentally all Coaches will receive, review and sign off on this Athletic Handbook. A copy will also be forward to Superintendent and all Board members.

Please feel free to call Mr. Beavers, with any question or issue regarding the corrective action plan or the Spencer County High School Athletic Policy Handbook.

Best regards,

Jim Beavers
Assistant Principal/Athletic Director
Spencer County High School

Item;

1-Girls overnight trips policy

Overnight and/or Out-of-Town Trips

All student athletes will have the opportunity to attend athletics contests that will improve their skills and the overall mission of Spencer County High School Athletics. Parents/Guardians who permit their student-athlete to participate on a SCHS athletic team are agreeing to accept the team's schedule of games/meets/tournaments/etc. as issued by the school's Athletic Department. Occasionally the schedule may include contests at locations outside the Taylorsville/Spencer County area or possibly outside the state of KY. In the event that a coach has scheduled an out-of-town athletic contest, or a team qualifies for the State Tournament, parents/guardians will receive written communication from the coach detailing, at the very least, the following information:

Destination.

Name, address and contact information for the hotel/motel/etc. at which the student-athletes are staying. If the student-athletes are staying at individual residences, a list of addresses and telephone numbers will be provided to parents/guardians prior to the team leaving Spencer County High School.

Telephone numbers where the coach and the student-athletes can be reached.

Further, the coach will also include Behavior rules that will be in effect during travel and any overnight stays.

Overnight and/or out-of-district trips for any activity must be planned in advance and approved by School Administration and copied to the director of Activities and Athletics. If a common carrier is used (anything other than private vehicles or district school buses), the Spencer County Public Schools Transportation Department must be notified (477-2143) and the *Field Trip Approval Form* must be faxed to 477-3259 at least two weeks prior to the trip. **These trips must be approved by the Superintendent of Spencer County Public Schools.**

At a minimum of every three years a girls sport will be afforded an overnight trip!

For example, the Girls Volleyball Team goes to the annual Tournament at Apollo High School, in Owensboro, KY.

No school time may be lost for travel to, or participation in, athletic events (including cheerleading and dance) except for KHSAA State contests. All out of-state tournaments and other events must be sanctioned events. This must be confirmed through the KHSAA by calling 859-299-5472. **DO NOT** plan to participate in a tournament without being sure that it is sanctioned. Unsanctioned events void all insurance coverage and place Spencer County Public Schools and Coaches and Sponsors in a serious liability situation.

2-Locker room assignment Chart, Coaches Office, Meeting and Storage Space.

Coaches Offices, Storage and Locker Room Space

All sports, girls and boys will be provided Coaches offices, locker room and storage facilities as best as reasonably possible. Refer to map, (addendum A1 for key to locate locker rooms and where Coaches offices are located). Storage space is located adjacent to Locker room facilities.

3- Weight room and Training Facility use.

Weight Room and Training Facilities

All weight room and physical training equipment as well as other physical training facilities at SCHS are intended for use by all student-athletes, male and female alike with schedules that support and acknowledge the spirit and intent of Title IX policies. A schedule is maintained in the main weight room that will be maintained by all Coaching staff. It is the responsibility of the individual Coach to schedule weight room and physical training facilities in a manner that is respectful and cognizant of all other sports teams needs. This schedule/calendar will be kept in the Athletic Director's office as well as the main weight room on the bulletin board to make it possible for coaches to schedule at least four months ahead of time. Any disputes regarding training time and facility use will be settled by the Athletic Director.

4-Practice Facilities-

Practices/Games Scheduled for Professional-Development Meeting Days

On professional development days, practices/ games may be conducted.

On conference days, practices/games may be conducted; however, the principal will determine the starting times of practices and games.

Games may be played on election days as long as interference with traffic flow at election sites is not impeded or affected.

5-Uniform Rotation

Uniforms

Each Coach and subsequent Sports Team is responsible for providing uniforms for its student-athletes. The uniforms are the property of Spencer County High School and must be returned at the completion of the season. Coaches are responsible for collecting uniforms.

Replacing uniforms will be on a rotating schedule that is cognizant of normal wear and tear of respective sports programs and one that upholds the spirit and intent of Title IX

legislation.

6-Cheerleaders

Game Attendance

Cheerleaders attendance and performance at sporting events is important for all athletes, male and female. SCHS Cheer teams will perform at as many of both as possible. At no time will Cheerleaders attend/perform at a disproportionate amount of boys athletic events over girls. Cheer Team Sponsors and Coaches must insure an equitable amount of attendance at boys and girls athletic events.

7-Booster Club and Agreements

Booster Club

All Booster Clubs for Athletic Team's at Spencer County High School will use the standard KHSAA Booster Club Agreement, (attached as addendum A2). This agreement is a contract that defines and outlines rules and the legal relationship that exists between Spencer County High School and a Booster Club. Parents, Guardians and Community members that wish to sponsor/start a Booster club for an Athletic Team must agree to the bylaws set forth in the KHSAA Booster Club agreement. Anyone that signs a Booster Club agreement is expected to operate in a professional manner and to have attended a Redbook training that will better prepare them for the fiduciary responsibility that sponsoring a Booster Club entails.

ATHLETIC BOOSTER CLUB AGREEMENT

This agreement is entered into by and between the _____ County Board of Education (hereafter referred to as "Board") and an entity known as _____ (hereafter referred to as the "Booster Club"). Through this Agreement, the parties intend to set forth the Terms and Conditions under which the Booster Club may operate and associate with students, teachers, coaches and school administrators at _____ High School.

TERMS AND CONDITIONS

The Booster Club acknowledges that the Board is responsible for the promotion of education and the general health and welfare of all students attending the _____ County Public Schools. In addition, the Booster Club acknowledges that the Board has control and management funds and all public school property in its district and may use its funds and property to pro of all school mote public education (KRS 160.290).

1.

The Booster Club acknowledges that its activities may affect compliance with Title IX of the Educational Amendments of 1972 (Title 20, U.S.C. 1681-1687, et seq.) by _____ High School and the Board. Likewise, the Booster Club acknowledges that, as a condition of membership in the Kentucky High School Athletic Association, representatives of _____ High School and the Board must verify that the school complies with Title IX. 702 KAR 7:065, Section 2 (13). Accordingly, the Booster Club agrees to provide all information requested by _____ High School, the Board, or the Kentucky High School Athletic Association for purposes of determining Title IX compliance. The Booster Club further agrees to refrain from engaging in any activity which, in the opinion of the principal or athletic director of _____ High school or the Superintendent of the _____ County Public Schools, adversely affects the schools or the Board ability to comply with Title IX.

1.

The Booster Club shall, on or before October 15, 2010 (for the 2010-2011 school year), and August 15, 2011 (for the 2011-2012 school year), designate a representative for purposes of communicating with and providing true and accurate information to the Board and _____ High School.

1.

Upon request of the principal or athletic director of _____ High School, or upon request of the Superintendent of the _____ County Public Schools, the Booster Club shall make available a full and complete list of its members.

In addition to complying with the requirements of Title 702 of the Kentucky

Administrative Regulations, Chapter 3:130 (internal accounting, and all other relevant statutes and regulations, the Booster Club shall, upon the request of the principal or athletic director of _____ High School, or on the request of the Superintendent of the _____ County Public Schools, provide a full and complete accounting of all moneys raised, as well as a full and complete accounting of all moneys expended. In addition, if requested to do so, the Booster Club shall also provide audited financial records concerning its activities.

On or before December 15, 2010 (for the 2010-2011 school year), and September 30, 2011 (for the 2011-2012 school year), the Booster Club shall advise the principal and athletic director of _____ High School of all fund raising activities planned for the upcoming year. To the extent the Booster Club seeks to engage in additional fund raising activities, it shall give at least _____ days notice if the intended activity.

•
The principal and athletic director of _____ High School and the Superintendent of the _____ County Public Schools expressly reserve the right to reject any fund raising activity for any reason. The Booster Club agrees that it shall not engage in any fund raising activity which has not been approved or which has been rejected by the principal or athletic director of _____ High School or the Superintendent of the _____ County Public Schools.

1.
By executing this document through its designated representative, all members, officers, and representatives of the Booster Club agree to abide by the terms and conditions set forth below as well as those additional terms and conditions which may be required by the Board. The designated representative of the Booster Club represents and agrees that he/she will provide a copy of this agreement to all members of the Booster Club.

** * * * *

I hereby acknowledge that I am a representative of the _____ Booster Club and that I am authorized to act on its behalf. I further agree that this Booster Club and its members shall abide by the Terms and Conditions set forth above. I further agree to immediately report to the principal and athletic director of _____ High School and to the Superintendent of the _____ County Public Schools any violation or breach of this agreement.

(Name of Booster Club)

BY: _____

TITLE: _____

COMMONWEALTH OF KENTUCKY

COUNTY OF _____

Subscribed and sworn to before me on this the _____ day of _____,
2010, by _____.

NOTARY PUBLIC

My commission expires: _____

① LR assignments ~~XC~~ ~~XTN~~ ~~TT~~ ~~ES~~

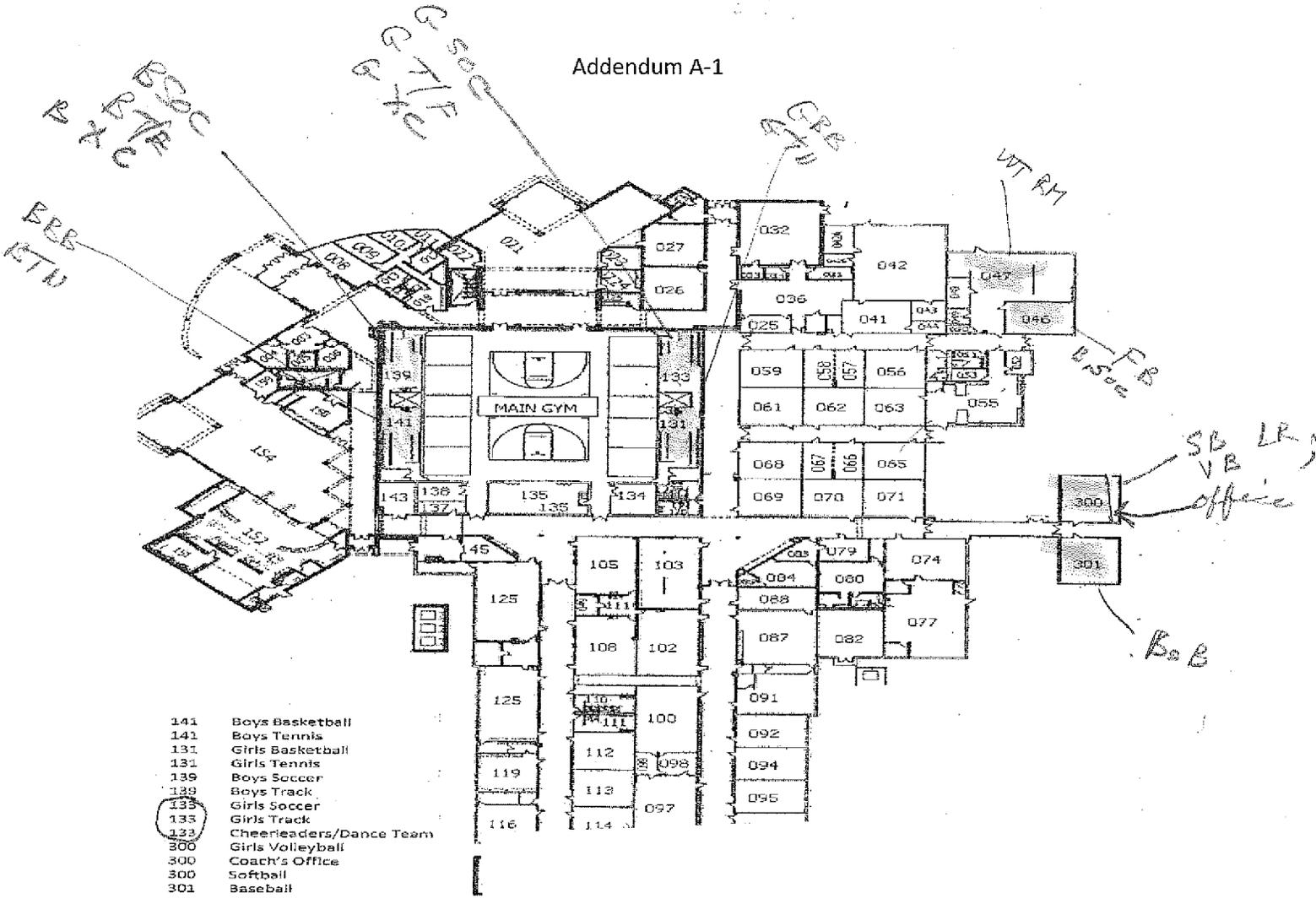
~~FB?~~
B+G GCF?

③ ~~Dance + cheer should be found another floor~~

② ~~all coaches are same office? It appears that office is also the LR assigned VB+SB~~

~~Ch...~~
~~W...~~

Addendum A-1



Plans for Spirit support for girls' teams

KHSAA Emailer

select ademail as email_address,school as email_name from KHSAA_Schools,KHSAA.KHSAA_new_email_checked_schools where KHSAA_Schools.id=KHSAA.KHSAA_new_email_checked_schools.id AND KHSAA_new_email_checked_schools.user="dbilberry@khsaa.org" AND member="T" and (ademail is not null and ademail <> "") order by school

select prinemail as email_address,school as email_name from KHSAA_Schools,KHSAA.KHSAA_new_email_checked_schools where KHSAA_Schools.id=KHSAA.KHSAA_new_email_checked_schools.id AND KHSAA_new_email_checked_schools.user="dbilberry@khsaa.org" AND member="T" and (prinemail is not null and prinemail <> "") order by school

select superemail as email_address,school as email_name from KHSAA_Schools,KHSAA.KHSAA_new_email_checked_schools where KHSAA_Schools.id=KHSAA.KHSAA_new_email_checked_schools.id AND KHSAA_new_email_checked_schools.user="dbilberry@khsaa.org" AND member="T" and (superemail is not null and superemail <> "") order by school

- Below is a simulation of how your email will appear.
- You can manually modify the list of addressees in the "To:" box by deleting undesired addressees or adding new ones, one per line.
- You can modify the email subject in the "Subject:" box.
- When you're ready to send your email press the "Send" button. Do not close your browser window while emails are being sent.

From:	"Darren Bilberry, KHSAA" <dbilberry@khsaa.org>
To:	"Spencer County"<jim.beavers@spencer.kyschools.us> "Spencer County"<jocelyn.lyons@spencer.kyschools.us> "Spencer County"<Charles.Adams@Spencer.kyschools.us>
Subject:	Title IX Re-Visit Final Audit Report-Spencer County HS
<input type="button" value="Send Email"/>	
<p>Please find attached a copy of the KHSAA Title IX Revisit Final Audit Report for Spencer County High School that was conducted on October 14, 2010 by auditors Dr. Martha Mullins and Gary Lawson. If you have questions or need additional information, please contact our office at your convenience. Thank you.</p> <p>Darren Bilberry Assistant Commissioner Kentucky High School Athletic Association Telephone- 859-299-5472 Fax: 859-293-5999 E-Mail: dbilberry@khsaa.org</p>	

- **attachment; filename="T9 REVISITS-SpencerCounty2010-2011.doc"**

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Item;

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Addendum A2

ATHLETIC BOOSTER CLUB AGREEMENT

This agreement is entered into by and between the _____ County Board of Education (hereafter referred to as "Board") and an entity known as _____ (hereafter referred to as the "Booster Club").

Through this Agreement, the parties intend to set forth the Terms and Conditions under which the Booster Club may operate and associate with students, teachers, coaches and school administrators at _____ High School.

TERMS AND CONDITIONS

1.

The Booster Club acknowledges that the Board is responsible for the promotion of education and the general health and welfare of all students attending the _____ County Public Schools. In addition, the Booster Club acknowledges that the Board has control and management funds and all public school property in its district and may use its funds and property to pro of all school mote public education (KRS 160.290).

*Mute
No Club in
2010-2011
Training in 2011-12*

1.

The Booster Club acknowledges that its activities may affect compliance with Title IX of the Educational Amendments of 1972 (Title 20, U.S.C. 1681-1687, et seq.) by _____ High School and the Board. Likewise, the Booster Club acknowledges that, as a condition of membership in the Kentucky High School Athletic Association, representatives of _____ High School and the Board must verify that the school complies with Title IX. 702 KAR 7:065, Section 2 (13). Accordingly, the Booster Club agrees to provide all information requested by _____ High School, the Board, or the Kentucky High School Athletic Association for purposes of determining Title IX compliance. The Booster Club further agrees to refrain from engaging in any activity which, in the opinion of the principal or athletic director of _____ High school or the Superintendent of the _____ County Public Schools, adversely affects the schools or the Board ability to comply with Title IX.

1.

The Booster Club shall, on or before October 15, 2010 (for the 2010-2011 school year), and August 15, 2011 (for the 2011-2012 school year), designate a representative for purposes of communicating with and providing true and accurate information to the Board and _____ High School.

1.

Upon request of the principal or athletic director of _____ High School, or upon request of the Superintendent of the _____ County Public Schools, the Booster Club shall make available a full and complete list of its members.

In addition to complying with the requirements of Title 702 of the Kentucky Administrative Regulations, Chapter 3:130 (internal accounting, and all other relevant statutes and regulations, the Booster Club shall, upon the request of the principal or athletic director of _____ High School, or on the request of the Superintendent of the _____ County Public Schools, provide a full and complete accounting of all moneys raised, as well as a full and complete accounting of all moneys expended. In addition, if requested to do so, the Booster Club shall also provide audited financial records concerning its activities.

On or before December 15, 2010 (for the 2010-2011 school year), and September 30, 2011 (for the 2011-2012 school year), the Booster Club shall advise the principal and athletic director of _____ High School of all fund raising activities planned for the upcoming year. To the extent the Booster Club seeks to engage in additional fund raising activities, it shall give at least _____ days notice if the intended activity.

1. The principal and athletic director of _____ High School and the Superintendent of the _____ County Public Schools expressly reserve the right to reject any fund raising activity for any reason. The Booster Club agrees that it shall not engage in any fund raising activity which has not been approved or which has been rejected by the principal or athletic director of _____ High School or the Superintendent of the _____ County Public Schools.

1. By executing this document through its designated representative, all members, officers, and representatives of the Booster Club agree to abide by the terms and conditions set forth below as well as those additional terms and conditions which may be required by the Board. The designated representative of the Booster Club represents and agrees that he/she will provide a copy of this agreement to all members of the Booster Club.

** ** * ** *

I hereby acknowledge that I am a representative of the _____ Booster Club and that I am authorized to act on its behalf. I further agree that this Booster Club and its members shall abide by the Terms and Conditions set forth above. I further agree to immediately report to the principal and athletic director of _____ High School and to the Superintendent of the _____ County Public Schools any violation or breach of this agreement.

(Name of Booster Club)

BY: _____
TITLE: _____
COMMONWEALTH OF KENTUCKY
COUNTY OF _____

Subscribed and sworn to before me on this the _____ day of _____, 2010, by _____.

NOTARY PUBLIC
My commission expires: _____

**Corrective Action Plan
For
Spencer County High School
Athletic Department**

Date 16, Feb, 2011

Dear Spencer County Board of Education:

This letter is a formal corrective action pursuant to recent audit of Spencer County Athletics Department policies and procedures, in regards to Title IX compliance. I would like to state that this audit was/is a part of a routine and periodic review that all High School Athletic Departments are scheduled to receive. It is not in response to any complaint or malfeasance in regards to Spencer County High or the Athletic Department.

Below you will find the item of interest and how this issue was corrected in the new Policy Handbook. Incidentally all Coaches will receive, review and sign off on this Athletic Handbook. A copy will also be forward to Superintendent and all Board members.

Please feel free to call Mr. Beavers, with any question or issue regarding the corrective action plan or the Spencer County High School Athletic Policy Handbook.

Best regards,

Jim Beavers
Assistant Principal/Athletic Director
Spencer County High School

**SCHS Activities/Athletics Manual 2010-2011
Signature Page**

I have read and understand the Kentucky High School Athletic Association's Bylaws as well as the Spencer County Public Schools Rules and Regulations.

By signing this page, I agree to fully abide by all of these requirements in fulfilling my coaching duties. I understand that failure to abide by all requirements will lead to disciplinary action which could include termination from coaching.

Name (Please Print)

Sport(s)

Signature

Date

Superintendent

The Superintendent of Spencer County Public Schools or the Athletic Director shall administer the athletic policies and procedures as approved by the Board of Education.

Philosophy

The Athletics Program at Spencer County High School (SCHS) insures that all students who wish to participate under the guidelines set forth by the Spencer County Public Schools District and the Spencer County Public Schools Board of Education.

The goals of the Athletics Office are to aid and assist the SCHS Principal, sponsors, coaches, athletic directors, parents, and students who wish to contribute suggestions and time in planning and implementing various extracurricular activities. The Spencer County Public School District is committed to furnish the best qualified Coaches available. We, the program staff, believe that all personnel affiliated with academic contests, activities, and athletics should strive to teach the basic principles of and attitudes toward leadership, competitiveness, fair play, self-discipline, and responsibility for adult living. Athletic activities shall be conducted within the requirements of Title IX of the Educational Amendment Act.

Goals and Objectives

The Spencer County High School Department of Athletics has several primary goals. Specifically, our goal is to help all students, administrators, coaches, and sponsors:

1. increase their knowledge of skills in a particular area by being an active participant of the school activity, contest, or program.
2. develop a realistic, positive attitude toward themselves and the local school and a feeling of belonging.
3. develop an appreciation of involvement as a result of participation in the local school activity/athletic and human relations programs.
4. develop a more positive attitude toward the value of vocational and extracurricular activities.
5. be aware of the rules and regulations that govern their particular activity/athletic program.

Our goal is to heighten, when possible, the liaison between the Athletics Office and the Kentucky High School Athletic Association (KHSAA) by creating and improving methods of communication and cooperation. Our goal is to involve as many students in extracurricular activities as possible. We strive, whenever possible, to implement a "no-cut" policy.

Coaches'/Sponsors' Code of Conduct Spencer County High School

Our objectives are to encourage and promote friendly relationships and good sportsmanship throughout all of our schools. These objectives will be accomplished by requiring courtesy and proper decorum at all times. Through acquainting coaches/sponsors with ideals of good sportsmanship and by so publicizing these concepts and attitudes, all the members of the school and community will understand their meaning.

It is our goal to encourage all to judge the success of an Athletics program on the basis of educational goals and the behavior of the participants and spectators rather than on the basis of the number of games won or lost.

Sportsmanship is not inherent. It is the end result of effort on the part of all who are connected with an event. It should be stressed that each coach/sponsor has a role in encouraging and promoting friendly relationships and good sportsmanship in our school community. The coach/sponsor shall work with the school administrators, athletic directors, and teachers to ensure that each participant is fully aware of the academic standards approved by Spencer County Public Schools. He or she shall encourage the players/participants to achieve academic success and to graduate.

(Rules and Regulations)

The coach/sponsor shall serve as an example of fair play and sportsmanship toward all players/participants, including his or her own coaches and game officials. He or she must exemplify the highest moral character, behavior, and leadership. Emphasis also shall be placed on the off-the-field leadership necessary to be a positive influence on students.

The coach/sponsor shall promote ethical relationships among and between his or her constituents. He or she shall persevere to eliminate all possibilities that tend to destroy those positive values that a contest brings out.

Coaches' Code of Ethics (NFHS)

The function of a coach is to properly educate students through participation in interscholastic competition. The interscholastic program is designed to enhance academic achievement and should never interfere with opportunities for academic success. All children should be treated as though they were the coaches' own, and their welfare shall be uppermost at all times. In recognition of this, the following guidelines for coaches have been adopted by the National Federation Interscholastic Coaches Association (NFICA) Board of Directors.

The coach must be aware that he/she has a tremendous influence, either positive or negative, in the education of the student athlete and, thus, shall never place the value of winning above the value of instilling the highest desirable ideals of **character**.

The coach must constantly uphold the honor and dignity of the profession. In all personal contact with the student athlete, officials, athletic directors, school administrators, the state high school athletic association, the media, and the public; the coach shall strive to set an example of the highest ethical and moral conduct.

The coach shall take an active role in the prevention of drug, alcohol, and tobacco abuse, and under no circumstances should authorize their use.

The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.

The coach shall be thoroughly acquainted with the contest rules and is responsible for their interpretation to team members. The spirit and letter of rules should be regarded as mutual agreements.

The coach shall not try to seek an advantage by circumvention of the spirit or letter of the rules. Coaches shall actively use their influence to enhance **sportsmanship** by their spectators, working closely with cheerleaders, pep club sponsors, booster clubs, and administrators. Contest officials shall have the respect and support of the coach.

The coach shall not indulge in conduct that will incite players or spectators against the officials. Public criticism of officials or players is unethical.

A coach shall not exert pressure on faculty members to give student athletes special consideration. It is unethical for coaches to scout opponents by any means other than those adopted by the KHSAA.

Spencer County High School Coaches should always keep the common good of the District in mind when making decisions and dealing with opposing coaches.

Booster Club

All Booster Clubs for Athletic Team's at Spencer County High School will use the standard KHSAA Booster Club Agreement, (attached as addendum A2). This agreement is a contract that defines and outlines rules and the legal relationship that exists between Spencer County High School and a Booster Club. Parents, Guardians and Community members that wish to sponsor/start a Booster club for an Athletic Team must agree to the bylaws set forth in the KHSAA Booster Club agreement. Anyone that signs a Booster Club agreement is expected to operate in a professional manner and to have attended a Redbook training that will better prepare them for the fiduciary responsibility that sponsoring a Booster Club entails.

Employment of Coaches

All coaches who have been recommended to be hired by a Spencer County High School must complete the following:

- an application
- A signed contract with proof of CPR/AED certification
- A state and federal criminal records check with fingerprints
- Passing of the NFHS coaches' test course and KHSAA Safety Class
- I-9 Form
- Submission of official college transcript with 64+ college hours or completion of GE 40 form and required NFHS course (Engaging Effectively with Parents, Teaching and Modeling Behavior, Teaching

Sports Skills, Concussions in Sports)

There must never be a person giving direct instruction of any kind to any student who has not completed the above.

All Coaching contracts are for one year. Contracts may be renewed at the discretion of the Athletic Director and in the best interest of the Spencer County High School Athletics Programs.

Volunteer coaches are not allowed. All must be under contract and complete all coaching requirements. No Parents/Guardians may be on Coaching staff that have children on same team.

Using Positive Motivation and Character First!

Coaches should always use positive motivational strategies in dealing with student-athletes. The use of profanity is never acceptable and may result in termination from employment. Moreover, using negative reinforcement, name-calling, threatening or other tactics that are demeaning to students should be avoided and may result in disciplinary tactics. High school athletics are an educational experience and should always be treated as such. Always consider Character First! Live Character First, Teach Character First, Leave a Character First Legacy.

KHSAA Rules Clinics

All Head Coaches or Sponsors are required to attend/complete a KHSAA sponsored rules clinic in the sport in which they are involved. For on-line classes, coaches must log-in as themselves to receive credit. In Cheer, Dance, all sponsors are required to attend the Spencer County High School / KAPOS Rules meeting organized by the Spencer County Public Schools Office of Athletics.

KHSAA Sports Safety Course

All coaches and any other person who assists with any element of any athletic program including all club sports and school-sponsored activities shall successfully complete a sports safety course approved by the KHSAA at least every two years. This shall include Band, Cheer, and Dance sponsors.

Non-Spencer County High School Student Participation on Spencer County Teams

Only SCHS students may participate on SCHS teams. No home-schooled, private, or parochial students may participate on SCHS teams. This follows KHSAA Bylaw 4.

Students Participating in KHSAA State Events

Students who participate in KHSAA regional or state events may be counted present for a maximum of two (2) days per year per student as outlined by House Bill 327 enacted in 2010. The student shall be expected to complete all assignments on the dates of the competitions. All other days missed for state or regional events must be counted as excused absences.

Leaving Students Unattended

Coaches must remain with their student-athletes until all have left school grounds. No exceptions! Be responsible for ALL of your student-athletes.

Further, the coach will also include Behavior rules that will be in effect during travel and any overnight stays.

Overnight and/or out-of-district trips for any activity must be planned in advance and approved by School Administration and copied to the director of Activities and Athletics. If a common carrier is used (anything other than private vehicles or district school buses), the Spencer County Public Schools Transportation Department must be notified (477-2143) and the *Field Trip Approval Form* must be faxed to 477-3259 at least two weeks prior to the trip. **These trips must be approved by the Superintendent of Spencer County Public Schools.**

At a minimum of every three years a girls sport will be afforded an overnight trip! For example, the Girls Volleyball Team goes to the annual Tournament at Apollo High School, in Owensboro, KY.

No school time may be lost for travel to, or participation in, athletic events (including cheerleading and dance) except for KHSAA State contests. All out-of-state tournaments and other events must be sanctioned events. This must be confirmed through the KHSAA by calling 859-299-5472. **DO NOT** plan to participate in a tournament without being sure that it is sanctioned. Unsanctioned events void all insurance coverage and place Spencer County Public Schools and Coaches and Sponsors in a serious liability situation.

Responsibilities of Coaches / Sponsors

All sponsors are to be responsible for their participants and their equipment and are to be present at all practices/events unless excused by the principal. Coaches shall never leave supervision of practices and or games with anyone not employed and under contract with the Spencer County Public Schools. Equipment must be collected and stored immediately upon the close of the season or the activity. Thorough inventories will be done prior to the season beginning and after the season ends. If equipment is damaged or lost due to a coach's failure to follow these rules or unauthorized use, the coach will be financially responsible for the cost of repair or replacement of the equipment and uniforms.

In programs where team membership is limited, sponsors should meet individually with those students not selected, to inform them as to why they were not selected. Individual listings of non-team membership should not be publicly posted. All teams should reflect the diversity of our district. Coaches must be accessible to parents. However, Coaches are not expected to have parent conferences either the day of an athletic contest or immediately after. It is up to the individual Coach to effectively, consistently communicate with Team families to implement this guideline.

Coaches Offices, Storage and Locker Room Space

All sports, girls and boys will be provided Coaches offices, locker room and storage facilities as best as reasonably possible. Refer to map, (addendum A1 for key to locate locker rooms and where Coaches offices are located). Storage space is located adjacent to Locker room facilities.

Bylaw 10. Recruitment

Failure to adhere to Bylaw 10 shall result in the loss of the extra service in the year following a proven violation. No student shall be recruited to a member school for the purpose of participating in athletics,

including recruitment under the guise of academics. Recruiting is defined as “an act, on behalf of or for the benefit of a school, which attempts to influence a student to transfer to a member school for the purpose of participating in athletics.” A school official using an intermediary—such as, but not limited to a peer, another school employee, a student, a parent or a citizen—for the purpose of recruiting a student athlete is a violation.

Transporting Students

Transportation will be provided for all student-athletes. However, with the approval of the Superintendent, private automobiles may be used for transporting small groups of students taking part in field trips or athletic events. If a personal vehicle is used, the owner must carry minimum insurance limits and complete a volunteer background check through SCHS. This includes, but is not limited to, employees and parents transporting students who are taking part in field trips or activity events. Volunteer Auto Insurance Affidavit forms for using private automobiles on school business must be filed with the Real Estate and Insurance Office. Affidavits must be renewed each year by September 1 or prior to transporting students (whichever is earlier) and are valid until the following August 31. With proper parental authorization, a student may transport himself or herself, but **under no circumstances, may a student transport another student.**

State Law prohibits transporting students in vans which carry more than nine (9) passengers including the driver. All personnel assigned to drive the **activity bus** shall be certified to operate school buses and receive and pass all school bus driver requirements. Wages of drivers, if necessary, will be paid by the Athletic Department. Wages of contract drivers and/or personnel on the local school staff can be negotiated between the school principal and the prospective driver. Activity buses must adhere to strict **120-mile, one-way radius.** Under NO conditions may a SCHS activity bus be driven beyond the limit.

All student-athletes that ride an activity bus to an event MUST ride said bus back to the point of origin, (i.e. SCHS parking lot). Any exception to this policy must be approved by the Superintendent or designee on a case by case basis. All coaching staff must insure that **all student athletes that go to a competition by way of District provided transportation return to school on district transportation.** Failure to follow this directive could lead to a coach receiving disciplinary action. Any student that violates this directive may experience disciplinary action that may include a game suspension or more severe punishment. This requirement is meant to protect our student-athletes and will be strictly enforced.

Scheduling Events

The athletic director will be included in scheduling all athletic events. Coaches should never schedule events without consulting with school administration. Athletic events must have signed KHSAA contracts from both schools which describe all conditions and exceptions for the event.

Title IX compliance must be considered when scheduling all events. A minimum of 40% of all girls' basketball home games must be on a prime day (Friday, Saturday) and does not include tournament play.

Student Eligibility

1. Students must be on grade level the first day of school to participate that school year. Credits may be made up and a student could regain eligibility per Bylaw 5 after successful completion of a trimester or

semester. Review www.khsaa.org/handbook/bylaws/bylaw5.pdf for more information.

2. Students must be in school a minimum three hours to participate that day.
3. Students must be passing 4 hours of instruction to be eligible the next week.
4. Grades for all students must be checked weekly on a consistent day.
5. Know your school's requirements and follow them. Explain them to parents and students.
6. DO NOT allow students not cleared by the athletic director due to grades or transfer to participate in any type of activity.

Practice Sessions / Games

No **regular** season practice sessions or games are permitted at Spencer County High School on Sundays or legal holidays (i.e., Labor Thanksgiving Day, Christmas Day, New Year's Day, Memorial Day, Independence Day, and Dr. Martin Luther King Jr. Day), without prior approval from the Director of Athletics. If an emergency arises or if a tournament must be concluded on a Sunday or a holiday, permission may be granted by the director of Activities/Athletics. No player will be penalized for missing practice during family vacation (one week), if he or she has a valid reason and has cleared his or her absence in advance with the coach for the sport involved. Students must be in attendance the day of a practice or game (minimum three hours) to be eligible to participate, unless permission is granted by the Athletic Director.

Regional, state, or national tournaments or competitions that must take place on Sunday due to travel may be permitted; permission must be requested from the Athletic Director. All Sunday play must begin after 1 p.m. local time.

Physical Exam, Addendum, and Parent Permission

All participants in athletics (including tryouts) must have on file with the school a copy of a physical examination, the SCPS addendum to the physical exam, a notarized statement indicating parental permission, and a receipt indicating parental understanding of KHSAA eligibility rules. A physical exam is good for one calendar year and must be performed by an approved provider as outlined in KHSAA Bylaw 2. All coaches are required to carry copies of the physical exams to all contests, home and away.

Insurance Requirement

All students participating in a sport, including cheer and dance, will be provided with the district's student accident insurance policy. This policy provides secondary medical coverage for all students during the school day and while participating in school sponsored activities. This coverage is secondary to the students' primary health insurance.

Admission Charge (Athletics)

If admission is charged for athletic events, the admission price shall be in line with similar events at regional districts.

Out-of-Season Conditioning Program

Students involved in a conditioning program must have a physical examination and athletic insurance.

- A conditioning program is acceptable as long as no equipment that would aid the skill building is present or used. This conditioning program must be open to all students, male and female. A trained coach must be present at all times during a conditioning program.
- Weight training is not considered organized practice.
- Out-of-season conditioning programs are not to interfere with an athlete's participation in a regular in-season sport. Athletes of an in season sport shall have an equal opportunity to try out for the next Season's sport Ex: Football to basketball, soccer to softball).

KHSAA Bylaws and Policies

All KHSAA policies and bylaws must be read and followed by all coaches. Go to www.khsaa.org/handbook/ to review the entire KHSAA Handbook. Coaches should be very aware of all bylaws and rules governing their sports.

Game Cancellation (Inclement Weather)

- If school is closed all day or for less than a legally constituted school day, all school activity/athletic events are cancelled. This includes all practices and home or away games/activities for SCHS.
- On days when school is closed early, no athletic activities shall take place without permission from the building principals and in consultation with the director of Activities/Athletics. Game cancellation must be made before 2 p.m.
- If school is closed all day on a Friday due to inclement weather, practice or games could be conducted on Saturday of that week.
- If a scheduled professional-development day professional-development day or parent-teacher conference day is cancelled due to inclement weather, games/activities, including practice, may be conducted.
- If the Spencer County Public Schools Board of Education directs the cancellation of all events due to weather, no exceptions shall be made. When school is closed all day or closed early due to inclement weather, it is the principal's decision on whether to utilize activity buses or contract with a common carrier. Schools should exercise extreme caution in decisions regarding poor weather conditions.

Practices/Games Scheduled for Professional-Development Meeting Days

- On professional development days, practices/ games may be conducted.
- On conference days, practices/games may be conducted; however, the principal will determine the starting times of practices and games.
- Games may be played on election days as long as interference with traffic flow at election sites is not impeded or affected.

Uniforms

Each Coach and subsequent Sports Team is responsible for providing uniforms for its student-athletes. The uniforms are the property of Spencer County High School and must be returned at the completion of the season. Coaches are responsible for collecting uniforms. Replacing uniforms will be on a rotating schedule that is cognizant of normal wear and tear of respective sports programs and one that upholds the spirit and intent of Title IX legislation.

Summer Events at Schools (Camps, Leagues)

In order to host any camp, league, clinic, etc. in the summer prior to official practice beginning, the following guidelines must be followed:

1. You must complete a building permit or facilities permit prior to the league or camp.
2. This permit must be approved by the building principal and forwarded to the Athletic Director.
3. If a separate group, person, or coach is running a league or camp (AAU, Derek Smith, YMCA, etc.) and it is not school-sponsored, they must complete the appropriate forms, provide non-profit certificate, and show proof of insurance coverage.
4. If this is a school-sponsored event, any non-Spencer County Public School employees or participant must show proof of insurance.
5. All money must be ran through the school bookkeeper.

Rules Violations

All rules that apply to Athletics will strictly adhere to the guidelines, spirit and intent of Title IX. Any coach, sponsor, or athletic director who violates any SCHS and/or KHSAA or Title IX rules and regulations will be subject to the following disciplinary process:

Disciplinary Process

- Notification of all violations or breach of ethics must be submitted in writing to the Athletic Director and signed by the person(s) submitting it.
- The Spencer County High School Principal and the Athletic Director will be notified and will receive a copy of the complaint. Communications between the Athletics Office and the KHSAA will be implemented when appropriate.
- Penalties against coaches and/or programs shall be recommended by the Athletic Director to the School Principal and Spencer County Public Schools Superintendent and forwarded to the Commissioner of the KHSAA.
- A local school conference or hearing will be held with the identified parties, the principal, and the athletic director or his or her designee. Coaches have the right to hear or read any allegations. Coaches have the right to ask questions or present evidence pertinent to the allegations or charges.

Recommended penalties for violations:

- Letters of reprimand/warning (notification in personnel file)
 - Termination of Extra Service Responsibility Assignment*
 - Non-Renewal of Extra Service Responsibility Assignment*
- * A recommendation shall be made to the superintendent.

Parent Coaches/Sponsors/Volunteers

In accordance to Spencer County Public Schools Athletic policy, there will be no volunteer coaches or Parent/Guardian coaches permitted. No volunteer person helping, in an athletic program, may give any type of instruction to any student.

Exceptions to the Parent Coach issue may be made only by Superintendent or designee.

Paraprofessional Coaches per KHSAA

- In the event that the local board of education is unable to staff head or assistant coaching, or head or assistant cheerleader sponsor positions under the provisions of Section 1, the superintendent of the local school district may request the local board of education to approve the employment of paraprofessional person(s) as nonteaching coaches or sponsors under the following provisions:
 - The local board of education shall declare, after reasonable notice of a relevant position, that no qualified and certified member of the regular school faculty has applied for the position, pursuant to Section 1 of this Bylaw;
 - The position shall be filled by the best qualified person available, giving preference to the factors of academic preparation and teacher certification, prior teaching experience or related educational work, and personal attributes compatible with the demands of the position;
 - The applicant shall provide documentation of successful completion of CPR training and basic AED training as approved by a college or University, the American Red Cross, or the American Heart Association and such shall be timely and appropriately updated as required by the approving agency and also complete the KHSAA Sports Safety Course;
 - Paraprofessional assistants shall be employed and act under the direct supervision of a head coach or head cheerleader sponsor and under the authority of the principal and shall be evaluated and employed on an annual basis;
 - The entire salary for the position shall be paid by the local board of education;
 - Paraprofessional head and assistant coaches and sponsors utilized under this section shall have the full and same authority and responsibility, consistent with applicable law, as fully certified, teaching counterparts hired under the provisions of Section 1 of this Bylaw.
 - All Paraprofessional coaches must have completed the NFHS Coaches' course and exam prior to signing an Extra Service Assignment form.
 - Paraprofessional Coaches must have completed a minimum of sixty-four (64) college hours at an accredited college or university or have completed the following:
 - a. The KHSAA GE 40 form request for statutory waiver of Bylaw 27 with approval from the KHSAA.
 - b. All other KHSAA and JCPS coach requirements listed above and below.
 - c. *Engaging Effectively with Parents* via <http://www.nfhslearn.com>
 - d. *Teaching and Modeling behavior* via <http://www.nfhslearn.com>
 - e. *Teaching Sports Skills* via <http://www.nfhslearn.com>
 - f. *Concussions in Sports* via <http://www.nfhslearn.com>
 - Coaches may not begin any duties until all of these requirements are met.
 - No person failing to meet the provisions of all sections of these regulations shall be employed or allowed to participate in any supervisory capacity with interscholastic athletic teams or cheerleading squads, nor shall any otherwise qualified person exceed his respective duties as set forth in this Bylaw.
 - The requirements of these regulations shall be made a party of the rules, regulations, and bylaws of any organization or agency designated by the State Board of Education to manage interscholastic athletics and shall be made to apply by said organization or agency to all its member schools.

Conflict of Interest/Use of Outside Athletic Facilities

Schools may use outside athletic facilities for practice once the following conditions are met:

- Dance/Cheerleading team members must purchase the district's athletic insurance.
- Any employee of private institutions hired by the district to be a sponsor, coach, or consultant, may not conduct any type of practice or other event at his or her studio, gym, etc.
- Facility-use fees may be paid from the local school accounts.

- All practice sessions must be under the direct supervision of the coach/sponsor who is employed by the district.
 - Students must be transported to these facilities in accordance with the established district transportation policies.
 - Athletic insurance will cover only those injuries that occur during established, school-designated practice times.
 - Athletic directors must keep a weekly schedule of the teams using these facilities and what times these teams will be practicing.
 - The district insurance program will not cover individual practice session injuries.
- *Uniforms, equipment, etc, may not be purchased from any of these businesses unless they are already on an approved bid list for Spencer County Schools.**

Involvement of Commercial Establishments / Sponsors with Athletics and Extracurricular Activities

- Any school(s) wishing to participate in a proposed cooperative venture with a commercial establishment shall make written application for approval of such undertaking—in advance of such participation—to the superintendent or the superintendent’s designee. Said application shall contain the number of commercial establishments, together with a brief description of the nature of the enterprise(s) of the company or companies involved.
- In no case will approval be granted to a proposed activity involving the name of an alcoholic beverage or a tobacco product or the name of such an establishment that sells the above products.
- Any revenues obtained by a school, or schools, from the promotion of events by a commercial establishment shall be channeled through the Athletic fund.
- Any approved permission involving a commercial establishment shall clearly indicate that the Spencer County Public School District is in no way promoting or endorsing the company, companies, or product(s) involved.

Bylaw 6. KHSAA Transfer Rule-Sec. 1. Domestic Students

Any student who, after having been enrolled in Grades Nine through Twelve and after having participated in any varsity game in any sport at any school following enrollment in Grade Nine (9), who transfers schools shall be ineligible for interscholastic athletics for 36 school weeks. The KHSAA Commissioner may waive the period of ineligibility in the event of any of the following circumstances:

- A student who transfers from one school to another following a bona fide change of residence by his/her parents which would reasonably precipitate a transfer of schools, or through assignment of the Board of Education.
- In the event of a dissolution of marriage (divorce) of the parents and a change in the residence of the student from the district wherein he/she attended a secondary school, and further pursuant to a court order granting custody of the child to one of the parents.
- In the event the death of one or both of the student’s custodial parents creates such circumstances that the transfer to another secondary school will relieve evident injustice.
- The Commissioner may waive the period of ineligibility on a one-time basis for students entering a boarding school on a full-time basis as a boarding student and who are placed in the boarding school through recommendation of the courts or upon the recommendation of the principal of the student’s previous school. Disputes of this rule must be made in writing to the KHSAA Commissioner and Spencer County High School Athletic Director.

Bylaw 11. Practices of Sportsmanship

Sec. 1. Requirement for Practice of Good Sportsmanship It is the clear obligation of principals, coaches, faculty members, boards of education, and all official representatives of member schools to practice the highest principles of sportsmanship and the ethics of competition in all interscholastic relationships with fans, officials, players, coaches, official representatives of member schools, and the general public. The Commissioner and the Board of Control shall have the full authority to suspend the coach, player, or any member school whose representatives may be convicted on competent evidence of the violation of this obligation. Any violation of this rule in any interscholastic contest shall be immediately reported to the Commissioner by the principal(s) of the school(s) involved, and by the game officials who work in the contest. Any player, coach, or official team representative ejected from an interscholastic contest due to a violation of this obligation must be reinstated by a member of the Commission prior to returning to interscholastic contests.

Sec. 2. Disqualification

Any student or coach using insulting language to another player or coach or to any official in any interscholastic contest, or who has been ruled out of such a contest because of unsportsmanlike tactics, shall be disqualified from athletic competition until reinstated by the KHSAA. The name of the player or coach shall be reported to the Commissioner by the principal of the school which that player attends. When an official disqualifies a player, he shall report the disqualification to the principal or his representative and to the KHSAA office. All disqualified individuals must be re-instated by the KHSAA before returning to any participation. If the Commissioner finds upon investigation that the offense was sufficiently serious, the offender shall be permanently disqualified.

Bylaw 6 Section 3: Ineligible Players Practicing and Parental Notification of Ineligible Player

Students ruled ineligible by KHSAA and by the SCHS Athletics Office are not permitted to practice with their school teams. The students who are ineligible should not be issued school equipment and should not be on the team's sidelines until eligibility has been restored. Students declared ineligible weekly at the school level because of academics may not practice with their teams because the eligibility status is subject to changing weekly when grades of athletes are checked by KHSAA standards. It is the responsibility of the local school administration to notify parents in writing if and when a student becomes ineligible for athletic participation. Notification should state the reason(s) the student is ineligible.

KHSAA Heat Index Requirement

All Kentucky High School Athletic Association coaches are required to adhere to KHSAA/ KMA heat index requirements as outlined on the KHSAA website at www.khsaa.org/sportsmedicine/heat/. Coaches must be cognizant of all issues relating to the safety of their student-athletes at all times. Moreover, on ozone action days or air quality alert

days, coaches should take any and all necessary precautions to protect students who are vulnerable to those pollutants.

Weight Room and Training Facilities

All weight room and physical training equipment as well as other physical training facilities at SCHS are intended for use by all student-athletes, male and female alike with schedules that support and acknowledge the spirit and intent of Title IX policies. A schedule is maintained in the main weight room that will be maintained by all Coaching staff. It is the responsibility of the individual Coach to schedule weight room and physical training facilities in a manner that is respectful and cognizant of all other sports teams needs. This schedule/calendar will be kept in the Athletic Director's office as well as the main weight room on the bulletin board to make it possible for coaches to schedule at least four months ahead of time. Any disputes regarding training time and facility use will be settled by the Athletic Director.

Spencer County High School Sports Policies

No one except the principal or athletic director or Head Coach in conjunction with same will schedule or cancel events. All events must have a signed KHSAA contract prior to the event occurring. The official KHSAA contract will be used for all events.

Baseball

- Organized practice shall not begin before February 15.
- A minimum of 14 games shall be played.
- There shall be no more than two scrimmages or practice games prior to the first regular season contest of that year.
- The first game shall not take place prior to the Monday following the conclusion of the second state basketball tournament of that year.
- A maximum of 36 games may be played prior to the beginning of the state championship tournament competition (district).
- A Varsity assistant coach, a Junior Varsity (JV) assistant coach, and a ninth grade coach may be considered for employment at the local school's expense. They must sign a contract.
- The opportunity to participate in regular season contests ends at all levels of play (grades nine through twelve) on the Saturday
- day prior to the first day for Varsity-level competition in KHSAA-sanctioned postseason events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.
- A maximum of 30 JV games will be permitted.
- A maximum of 30 freshman games will be permitted.
- All games including tournament games are to be counted against the limit.
- Students in their last year of high school eligibility— semesters seven and eight—are not eligible to compete at the JV level.
- Games scheduled Monday through Thursday must include one day off. There can be no consecutive four days of games played.

Basketball

- Organized practice shall not begin before October 15.
- The first regular season game or tournament shall not take place prior to the Monday following Thanksgiving.
- The number of Varsity games shall be established by the
- Board of Control and the Kentucky High School Athletic Association
- No member school shall play more than 23 basketball games during the regular season. A maximum of two tournaments may be included in any manner other than counting each game played against the limit of 23 games. Any format of those two tournaments (single elimination, double elimination, round robin, etc.) shall count as one game against the limit of 23. Any team playing more than four games in any one tournament shall have each additional game played in excess of four counted against the limit of 23. All other tournament games (beyond the two allowable tournaments) and any game over the limit of 4 in any one tournament shall be counted against the 23 game-limits.
- Public schools' Junior Varsity (JV) teams shall participate in a minimum of 14 games and a maximum of 23 games.
- Public schools' ninth-grade teams shall participate in a minimum of ten games and a maximum of 23.
- All games including tournament games are to be counted against the limit.
- JV teams shall be composed of students in grades nine thru eleven.
- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in KHSAA sanctioned postseason events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.
- Students in their last year of high school eligibility— semesters seven and eight—are not eligible to compete at the JV level.
- Games scheduled Monday through Thursday must include one day off. There can be no consecutive four days of games played. Master-scheduled games shall not be cancelled and only the principal or athletic director shall cancel or schedule games.

Cross-Country

- Organized practice shall not begin before July 15.
- The first meet shall not take place prior to ten weekends before the weekend of the original meet.
- Each team shall consist of a minimum of five members participating regularly.
- The season shall consist of a minimum of four boys' meets and four girls' meets, including invitationals. A maximum of 13 meets, including invitationals, will be permitted.
- Schools with fewer than five members present on the day of a scheduled meet may participate in the meet. There shall be no limit on the number of participants in a regular season meet.
- There shall be no more than 2 practice meets prior to the 4th Monday of August.
- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in Kentucky High School Athletic Association (KHSAA)-sanctioned post-season events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.
- Games scheduled Monday through Thursday must include one day off. There can be no consecutive four days of games played.
- Master-scheduled matches shall not be cancelled.

Football

- Organized non-contact practice shall not begin prior to July 15. During this non-contact period, only helmets may be worn.
- There shall be no more than two practice game scrimmages per member school for grades nine through twelve prior to the opening Varsity game of the season with players other than members of the squad.
- The first game shall not take place before 11 weekends prior to the weekend of the first round of the state playoffs.
- A maximum of ten regular season games may be played.

- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in Kentucky High School
- Athletic Association (KHSAA)-sanctioned post-season events, with the exception that the Varsity team may practice and play through its elimination from KHSAA sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.
- Each player, in order to be eligible to participate in a game, shall have taken part in a minimum of ten practice periods extending over a period of ten days during the three weeks preceding the first game.
- Every player must have five days of practice without pads to become acclimated to heat conditions immediately prior to the first day of practice in pads.
- Each football school may conduct ten practice periods of not more than two hours in length and not more than one practice per day over ten days during the three calendar school weeks following the school's elimination from postseason play in football. All equipment authorized by the football-playing rules may be used during this period. There can be no interschool competition during this period, and all participants must be eligible according to all KHSAA eligibility rules.

Golf

- Organized practice shall not take place prior to July 15.
- The first match shall not take place prior to the first Monday in August.
- A team shall consist of a minimum of four members per team competing regularly.
- There shall be no more than two practice matches prior to the first regular season match.
- The season shall consist of a minimum of eight matches and a maximum of 20 matches. All dual matches count as one match.
- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in Kentucky High School Athletic Association (KHSAA)-sanctioned post-season events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.

Soccer

- Organized practice shall not take place before July 15.
- The first match shall not take place before the third Monday, eight weeks prior to the Monday of the first week of the first round of the Kentucky High School Athletic
- Association (KHSAA)-sanctioned post-season play.
- A season will consist of a minimum of six games and a maximum of 21 games. All games, including tournament contests must be counted against the limit.
- There shall be no more than two practice meets prior to the first authorized scheduled contest.
- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in KHSAA sanctioned postseason events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.
- Students in their last year of high school eligibility— —are not eligible to compete at the JV level.
- Games scheduled Monday through Thursday must include one day off. There can be no consecutive four days of games played.

Softball

- Organized practice shall not begin before February 15.
- The first game shall not take place prior to the Monday following the conclusion of the last state basketball tournament.
- A minimum of 12 and a maximum of 36 games shall be played.

- The National Federation softball rules shall be the official rules used in all contests.
- There shall be no more than two practice games prior to the first authorized contest.
- A maximum of 30 games may be played. Any two county, conference, or individual tournament games played by a member school shall count as only one game for each tournament toward the total limit of 30 games.
- In all contests, after five complete innings of play, if one team is ahead by 15 runs, this constitutes a contest.
- The regular season ends at all levels of play on the day prior to the first day for Varsity-level competition in Kentucky High School Athletic Association sanctioned post-season events, with the exception that the varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.

Tennis

- Organized practice shall not begin before February 15.
- 2. The first match shall not take place prior to the Monday following the conclusion of the last state basketball tournament.
- 3. The season shall consist of a minimum of four boys' matches and four girls' matches. Any two invitational tournaments shall count as one match each.
- 4. The season shall have a maximum of 22 matches, including invitationals.
- Each dual match shall have three singles and two doubles matches for both boys and girls. No contestant shall compete in both singles and doubles matches. All match play shall be the best two out of three sets. The 12-point, tie-breaker rule shall be in effect. By mutual agreement, coaches may use no-add scoring.
- There shall be no more than 2 practice matches prior to the first authorized contest.
- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in Kentucky High School Athletic Association (KHSAA)-sanctioned post-season events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.
- A team must consist of a minimum of five boys and five Girls.
- Matches scheduled Monday through Thursday must include one day off. There can be no consecutive four days of games played.

Track

- Organized practice shall not begin before December 1. The first meet (indoor or outdoor) shall not take place prior to the Monday of NFHS calendar week 28.
- The season shall consist of a minimum of four boys' meets and four girls' meets and a maximum of 19 meets, including tournaments. All meets count.
- There shall be no more than two practice meets prior to the first authorized contest.
- To qualify for regional competition, a participant must be entered in four meets prior to the regional competition.
- The regular season ends at all levels of play (grades nine through twelve) on the day prior to the first day for Varsity-level competition in Kentucky High School Athletic Association (KHSAA)-sanctioned post-season events, with the exception that the Varsity team may practice and play through its elimination from KHSAA-sanctioned tournament play. Following elimination, there shall be no further practice or play during the remainder of the academic year.

Volleyball

- Organized practice shall not begin before July 15.
- The first match shall not take place before the Monday prior to the Monday of the first week of the first round of the Kentucky High School Athletic Association (KHSAA)-sanctioned post-season play.
- There will be a maximum of 20 matches per season. Each school is allowed three tournaments that must be counted in the 20-match seasonal limit.
- The Junior Varsity (JV) team will be allowed a minimum of ten and a maximum of 20 matches per season.
- The ninth-grade team will be allowed a minimum of ten games and a maximum of 20 games.
- All games including tournament games are to be counted against the limit.
- There will be no more than two practice matches prior to the first season game.
- A match consists of the best two out of three games. A trimatch, a match with three schools, counts as two matches.
- The season ends at all levels of play (grades nine through twelve) the Saturday following the Varsity team's last regular season contest, with the exception that the Varsity team may play through its elimination from the KHSAA state championship competition. There shall be no further practice or play during the remainder of the academic year.
- Students in their last year of high school eligibility— semesters seven and eight—are not eligible to compete at the JV level.
- Games scheduled Monday through Thursday must include one day off. There can be no consecutive four days of games played.
- Master-scheduled matches shall not be cancelled.

Cheerleading Rules

All cheerleading teams in the district will abide by the following rules:

- All new candidates, as well as current team members, must complete clinic and tryout procedures each year.
- High school organized practice will begin with the Kentucky High School Athletic Association (KHSAA) official practice date July 25.
- Each school will be responsible for its own official tryouts each year and will decide on uniforms and accessories.
- Each coach must complete the KHSAA medical clinic.
- Each coach must complete the KHSAA/KAPOS Rules & Regulations Clinic as well as join the Association.
- All SCPS cheer teams will enter the SCPS cheer competition. No Exceptions!

Sponsor's Responsibilities

1. Tryouts

- It will be the responsibility of the team sponsor to organize and conduct tryouts as well as to select members. Panels, interviews, and teacher evaluations are not to be used in the selection process. High school tryouts must be announced and publicized at least two weeks in advance to all students, including feeder schools, and must be open to both boys and girls. Students are required to try out in the spring at the school location to which they are assigned for the next school year. Transfer students should be given the opportunity to try-out.
- The sponsor will provide information and an opportunity to try out to all clinic participants.
- The sponsor will conduct at the local school a clinic that will include the teaching of basic cheerleading techniques.
- Prior to tryouts, the sponsor will ensure that all students meet KHSAA/JCPS academic eligibility requirements as approved by the district in this document. This includes, but is not limited to, parent

permission, a signed physician's statement to the effect that the student is physically fit to take severe exercise without undue risk, and purchase of the insurance plan adopted by the Spencer County Board of Education. (Students shall pay a portion of the insurance fee and then pay the remainder upon acceptance to the squad.)

- After the clinic, the sponsor shall select the team and publicize names.
- The sponsor must attend all practices and events.
- The sponsor will attend scheduled sponsors' meetings.
- As per KHSAA Bylaw 27, Section 4, 5; cheerleading sponsors are required to provide documentation of successful completion of a first aid course, including cardiopulmonary resuscitation (CPR). Sponsors are required to attend, on a Bi-annual basis, a cheerleading sports medical symposium sponsored by the Kentucky Medical Association.
- The sponsor may schedule the squad in competition(s) each school year. Teams may not practice or attend competitions held on legal holidays or Sundays.
- A squad may not miss a school-scheduled event to practice for competition. Teams may not practice or attend competitions held on legal holidays without prior approval from the Athletic Director.
- Bylaw 25, Sec. 19. Specific Limitations—Other Sport Activities—Cheerleading (Spirit)
- Cheerleaders are limited to a maximum of three competitions during the school year. This does not include in-game competitions. The Sweet Sixteen and Kentucky Association of Pep Organization Sponsors (KAPOS) At-Large Competitions held in conjunction with the KHSAA district, region, and state basketball tournaments shall not count toward the three-competition limit. Any preliminary competitions which progress to a district, region, state, and/or national level will be considered as one competition.
- The cheerleading season ends at all levels of play (grades nine through twelve) for that academic year on or before April 1. After April 1, schools are permitted to designate a single two-week tryout period following which there shall be no further practice or competition until the end of the academic school year.

Insurance Coverage Relative to Cheerleaders KHSAA Policies and Procedures

The KHSAA maintains liability and catastrophic insurance coverage for cheerleaders through the existing policy. In an effort to hold down the costs of insurance, the KHSAA Board of Control adopted the following guidelines at its April 1987 meeting for limitations on cheerleader stunts that have been determined to be high-risk:

- No mini-trampolines or other height-increasing apparatus
- No flip dismounts from mounts (pyramids)
- No knee drops
- No toe or thigh pitches
- No mount may be more than two-people high, interpreted as follows:
 - Any person in a mount must have principal weight supported by a person whose principal weight support is the floor.
 - Additional persons used in the mount for support may not extend above the mount itself.
- All maneuvers of the "swan dive" variety are not allowed.
- No spring floors are allowed.

Though these stunt limitations are only recommendations, cheerleaders from schools not adhering to these guidelines will not be covered by the blanket insurance plan and may have to seek additional coverage elsewhere. In addition, sponsors and principals are reminded that the association coverage

is not in effect for any student athlete or cheerleader practicing during the summer, unless practicing during the legal practice dates for football.

Following are the recommended cheerleader safety guidelines that were adopted through the National Federation:

- Adequate warm-up must precede all activities.
- Jewelry is prohibited with the exception of religious or medical medals. If such medals are worn, they shall be taped to the body and be under the uniform.
- Cheerleaders shall wear athletic-type shoes which are appropriate for cheerleading activities.
- Tumbling and partner stunts should not be performed on wet surfaces. Tumbling, partner stunts, and pyramids should not be performed on concrete/asphalt.
- Use of mini-trampolines, spring boards, or any apparatus that increases the height of a stunt is not allowed.
- All pyramids and/or mounts are limited to two persons high, meaning the base(s) is in direct contact with the floor or ground.
- Stunts higher than a shoulder stand (e.g., above the shoulder extensions) must have a spotter(s).
- Free-falling flips or swan dives from mounts, pyramids, or basket tosses are not allowed.
- The catcher must have continual eye contact with the top person/flyer throughout the entire stunt. The top person must look before dismounting backwards to a cradle catch.
- Toe and thigh pitches are not permitted.
- Knee drops, split drops, and tension drops are not allowed.
- Double-base, split catches are not allowed.
- Suspended splits are not permitted, provided the person performing the split position and/or the bases provide support at thigh level.
- Basket tosses or any type of toss must be performed from ground level and must be cradled by the original bases. If there are only two bases, there must be a spotter at the head/shoulder area when the top person/flyer is caught.

Dance/Drill Team

A dance/drill team shall consist of a group of persons performing a precision dance/drill show as a support group for athletic events and independent functions in an entertainment capacity. The number of members will be determined by the school. In the event a school have fewer than it's required number, the school shall have a fall tryout to seek more members.

Dance/Drill Team Rules

All dance/drill teams in Spencer County high School will abide by the following rules:

- All new candidates, as well as current team members, must complete clinic and tryout procedures each year.
- High school organized practice will begin with the KHSAA official practice date.
- Each individual school will be responsible for its own official tryouts each year and will decide on uniforms and accessories.
- The district has adopted the following KHSAA cheerleading safety regulations for dance/drill team:
 - o No mini-trampolines or other height-increasing apparatus are authorized.
 - o Gymnastics, pyramid building, and/or partner stunting (weight supported by another person) are not permitted.
 - o Forward rolls, back rolls, front walkover and back walkovers are now legal in dance. NO back or front handsprings allowed. Dance lifts are legal if dancers who are supporting the weight have both feet on

ground. Cheer type stunts are STILL ILLEGAL in dance. **

- No knee drops.
- No toe touches to a push-up position.
- No dance move/stunt landing in a hurdler position. In addition to the above, the district has adopted the following guidelines for dance:

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- (1) Adequate warm-up must precede all activities.
- (2) Dance or athletic shoes must be worn at all times.
- (3) Jewelry is prohibited unless worn as a part of a costume.
- (4) The use of profane or vulgar music is prohibited.
- (5) Dancers may not wear Uniforms that show midriff. Stomachs and backs must be covered with a minimum of mesh fabric from the bra-line down

Sponsor's Responsibilities

Tryouts

- The team sponsor will organize and conduct tryouts. The Sponsor is responsible for selecting squad members from the OPEN tryout. No judging panels, interviews, or teacher evaluations may be used in team selection.
- Sponsor must publicize date, location, and guidelines at the feeder middle schools and in the local school. Tryouts will take place in spring. Fall tryouts may occur (at sponsors discretion) if there were not enough team candidates at spring tryouts.
- Sponsors must assure that each candidate is academically eligible, has a current and acceptable physical, and purchases the insurance plan.

General

- The sponsor or designee must attend all events in which the dance/drill team is involved.
- The sponsor must attend all scheduled sponsors' meetings, including a fall meeting.
- Sponsors are required to provide documentation of successful completion of a First-Aid course, including cardiopulmonary resuscitation (CPR) as approved by a college or university, the American Red Cross, or the American Heart Association, and shall update as required by the agency. In addition, sponsors must attend a sports medicine symposium sanctioned by the KHSAA on a biannual basis.

- The sponsor may schedule the squad into a competitive event each school year. The maximum number of entered competitions is six. Exceptions to the six-competition limit are these:
 - The Kentucky State Fair Competition
 - **State Fair competition takes place on a Sunday; Teams will not be permitted to compete without written permission from their Principal and Athletic Director.**
 - Any competition that advances to another level—if a squad wins one, it is asked to compete again—this will be considered as one competition.
 - A squad may not miss a school-scheduled event to practice for competitions.
 - Teams may not practice or attend competitions held on legal holidays without prior approval from the director of Activities/Athletics.
- 3. Specific Responsibilities
 - Schedule performances at 50 percent of all home games unless the Principal has approved other groups to perform, prohibiting the reaching of this percentage
 - Take and keep an accurate inventory of uniforms and equipment

Approval

Spencer County High School Principal has final approval of all clubs that solicit students for membership.

Statement of Hazards in Participation in Athletics

You should be aware that playing, practicing to play, helping with, or participating in any manner in any sport can be a dangerous activity involving many risks of injury. Because of the dangers of participating in sports, the student should recognize the importance of following the coaches' instructions regarding playing techniques, training, and other team rules and should obey such instruction.

Catastrophic Insurance Coverage

The KHSAA provides excess catastrophic insurance coverage for all student athletes at no cost to member schools. This plan has a \$25,000 deductible. Student athletes will be covered under this plan; effective the date parents complete and return the acknowledgment form to the school principal. This is an "excess" policy, meaning personal insurance and other school insurance policies are to be exhausted before this plan is implemented. The plan provides coverage for students who meet all eligibility requirements while engaging in, practicing for, or traveling to or from all activities under the jurisdiction of the KHSAA and the direct supervision of a school employee, and has many other provisions and benefits. For KHSAA-sanctioned play, the deductible amount is reduced to \$0. No pupil shall be eligible to represent his or her high school in any interscholastic athletic event unless he or she has been examined by a healthcare provider and has a completed physical and has proof of insurance to the \$25,000 catastrophic ceiling. Parents should present the KHSAA physical form to their child's physician for his or her signature following his or her examination of the child. The examination is valid for participation in athletics for one year from the date signed. Parents should return the completed form to their child's high school principal to be maintained by the school.

Bylaw 3. Age

A student who becomes nineteen (19) years old before August 1 shall be ineligible for interscholastic athletic competition. A student who becomes nineteen (19) on or after August 1 shall remain eligible for the entire school year.

Bylaw 4. Enrollment

Sec. 1. Maximum Number of Semesters Two semesters shall constitute a grade or school year. Six weeks' enrollment in a school shall constitute a semester in the interpretation of this rule, except that if any student participates in a varsity contest in any sport, a semester of enrollment shall be counted against him/her even though he/she may not have been enrolled for a period of 6 weeks.

Pupils in Grades One–Eight may play on the high school team and the time so played shall not be counted on the eight (8) semester limit.

EXCEPTION: Students below Grade Nine (9) may not participate on the varsity team in contests in the sports of football or soccer.

Sec. 2. Responsible Parties

Any public elementary or secondary school or school employee or official who knowingly allows participation of an ineligible player hereunder, or who, through reasonable diligence, should have known of such ineligibility, shall be considered in non compliance with state accreditation standards or guilty of willful neglect of duty or breach of contract. Such shall apply not only to coaches, but also to

personnel supervising coaches; such as, but not limited to an athletic director, an assistant principal, a principal, an assistant superintendent, a superintendent, or a school board member.

Bylaw 7. Conduct

Any student, contest official or other official school representative who is under penalty or discipline or whose conduct is such as to reflect discredit upon the school or the Association is not eligible. Any student attending an alternative school shall not be eligible to participate while enrolled in that school.

Bylaw 8. Contestant On Other Teams, Post Season and All-Star Games

Any student who is a contestant in football or basketball on any non-school sponsored team in that sport at any time during an athletic season after enrolling in Grade Nine (9) shall be ineligible to represent any secondary school in that sport for the remainder of that season or for the upcoming season. A student who has been a first team player in football or basket ball after enrolling in Grade Nine (9) and has eligibility remaining in these sports shall not take part in an all-star or postseason game in that sport prior to the earlier of the last day of school or May 31 unless it has been sanctioned by the Board of Control. The penalty shall be loss of eligibility for one year. The Commissioner may waive the period of ineligibility if just cause is shown as to its application working evident injustice against the student athlete.

Bylaw 9. Graduates and College Students

Any student who has graduated from or who is eligible to graduate from a four-year secondary school, or who has ever played on a college team, is thereafter ineligible to play on a high school team. Any team composed of secondary school players and college players shall be considered a college team.

SCHS Activities/Athletics Manual 2010-2011

Addendum A2

ATHLETIC BOOSTER CLUB AGREEMENT

This agreement is entered into by and between the _____ County Board of Education (hereafter referred to as "Board) and an entity known as _____ (hereafter referred to as the "Booster Club"). Through this Agreement, the parties intend to set forth the Terms and Conditions under which the Booster Club may operate and associate with students, teachers, coaches and school administrators at _____ High School.

TERMS AND CONDITIONS

1.

The Booster Club acknowledges that the Board is responsible for the promotion of education and the general health and welfare of all students attending the _____ County Public Schools. In addition, the Booster Club acknowledges that the Board has control and management funds and all public school property in its district and may use its funds and property to pro of all school mote public education (KRS 160.290).

1.

The Booster Club acknowledges that its activities may affect compliance with Title IX of the Educational Amendments of 1972 (Title 20, U.S.C. 1681-1687, et seq.) by _____ High School and the Board. Likewise, the Booster Club acknowledges that, as a condition of membership in the Kentucky High School Athletic Association, representatives of _____ High School and the Board must verify that the school complies with Title IX. 702 KAR 7:065, Section 2 (13). Accordingly, the Booster Club agrees to provide all information requested by _____ High School, the Board, or the Kentucky High School Athletic Association for purposes of determining Title IX compliance. The Booster Club further agrees to refrain from engaging in any activity which, in the opinion of the principal or athletic director of _____ High school or the Superintendent of the _____ County Public Schools, adversely affects the schools or the Board ability to comply with Title IX.

1.

The Booster Club shall, on or before October 15, 2010 (for the 2010-2011 school year), and August 15, 2011 (for the 2011-2012 school year), designate a representative for purposes of communicating with and providing true and accurate information to the Board and _____ High School.

1.

Upon request of the principal or athletic director of _____ High School, or upon request of the Superintendent of the _____ County Public Schools, the Booster Club shall make available a full and complete list of its members.

In addition to complying with the requirements of Title 702 of the Kentucky Administrative Regulations, Chapter 3:130 (internal accounting, and all other relevant statutes and regulations, the Booster Club shall, upon the request of the principal or athletic director of _____ High School, or on the request of the Superintendent of the _____ County Public Schools, provide a full and complete accounting of all moneys raised, as well as a full and complete accounting of all moneys expended. In addition, if requested to do so, the Booster Club shall also provide audited financial records concerning its activities.

On or before December 15, 2010 (for the 2010-2011 school year), and September 30, 2011 (for the 2011-2012 school year), the Booster Club shall advise the principal and athletic director of _____ High School of all fund raising activities planned for the upcoming year. To the extent the Booster Club seeks to engage in additional fund raising activities, it shall give at least _____ days notice if the intended activity.

1. The principal and athletic director of _____ High School and the Superintendent of the _____ County Public Schools expressly reserve the right to reject any fund raising activity for any reason. The Booster Club agrees that it shall not engage in any fund raising activity which has not been approved or which has been rejected by the principal or athletic director of _____ High School or the Superintendent of the _____ County Public Schools.

1. By executing this document through its designated representative, all members, officers, and representatives of the Booster Club agree to abide by the terms and conditions set forth below as well as those additional terms and conditions which may be required by the Board. The designated representative of the Booster Club represents and agrees that he/she will provide a copy of this agreement to all members of the Booster Club.

** ** ** **

I hereby acknowledge that I am a representative of the _____ Booster Club and that I am authorized to act on its behalf. I further agree that this Booster Club and its members shall abide by the Terms and Conditions set forth above. I further agree to immediately report to the principal and athletic director of _____ High School and to the Superintendent of the _____ County Public Schools any violation or breach of this agreement.

(Name of Booster Club)

BY: _____
TITLE: _____

COMMONWEALTH OF KENTUCKY
COUNTY OF _____

Subscribed and sworn to before me on this the _____ day of _____, 2010, by

_____.

NOTARY PUBLIC

My commission expires: _____