



Kentucky High School Athletic Association

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

To: Superintendent, Principal, and Athletic Director

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

Date: June 20, 2003

Subject: 2002-2003 Annual Report Forms Submission

School: Bell County High School

Enclosed please find a copy of Form T-65, The 2002-2003 Annual Report Forms Checklist. In addition, you may find an attachment with corrected copies of the forms submitted by your school personnel. Please review this information so the forms can be completed accurately in the future. Also, KHSAA Audit Staff may have requested a re-submission of some of the 2002-2003 Annual Report Forms or need additional information on your athletic programs. Please submit this information by the date requested if this is applicable. Copies and all KHSAA Title IX documents must be kept current and included in your permanent Title IX File at the school. All documents are subject to Open Records Requests.

Should you need any further information, please do not hesitate to call anytime.



MEMORANDUM

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

FROM: Brigid L. DeVries, Commissioner
Larry Boucher, Executive Assistant Commissioner *LB*

DATE: April 30, 2003

RE: 2003 Title IX Forms Submission

School	Bell County High School	Reviewed by	Martha Mullins
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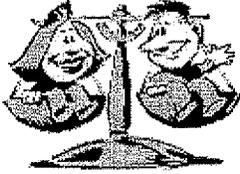
The following is a status report regarding the required 2002 - 2003 Title IX submission of forms due in to the KHSAA office by April 15, 2003. Appropriate audit personnel have reviewed these forms and the following is a summary of this review.

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

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

II. Status

A.		2002 – 2003 Forms are satisfactory and no further information or action is necessary at this time.
B.		Errors have been noted with respect to the following forms and corrected copies are being returned to you for placement in your Title IX file to ensure proper submission in the future.
C.	✓	The following forms were omitted and must be submitted by school representatives. <ul style="list-style-type: none"> • Form T-60 to be submitted by July 1, 2003.
D.	✓	Other Recommendation and Comments: <ol style="list-style-type: none"> 1. Please resubmit Forms T-35 & T-36 with complete data on travel, awards and coaches' salaries by July 15, 2003.



MEMORANDUM

To: KHSAA Member School Superintendents, Principals, and Athletic Directors
 From: Brigid L. DeVries, Commissioner
 Larry Boucher, Assistant Commissioner

Date: 4/30/03

Re: 2003 Title IX Forms Submission

School	Bell County High School	Reviewed by	MARTHA MULLINE
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The following is a status report regarding the required 2002-2003 Title IX submission of forms which were due in to the KHSAA office by April 15, 2003. Appropriate audit personnel have reviewed these forms and the following is a summary of this review.

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✓	T-2 (Summary Program Chart 2)	✓	T-41 (Checklist – Overall Interscholastic Program)
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✓	T-4 (Summary Program Chart 4)	✓	T-63 (Interscholastic Survey Results)

II. Status

A.		2002-2003 Forms are satisfactory and no further information or action is necessary at this time.
B.		Errors have been noted with respect to the following forms and corrected copies are being returned to you for placement in your Title IX file to ensure proper submission in the future.
C.		The following forms were omitted and must be submitted by school representatives. FORM T-60 - by June 30, 2003.
D.		Other Recommendation and Comments: Please resubmit Forms T-35 + T-36 with complete data on travel, awards, + coaches' salaries by June 30, 2003.



APR 17 2003

KHSAA
Form GE19
Rev. 9/02

**2002-2003 KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION
ANNUAL VERIFICATION OF TITLE IX PROCEDURES**
(To be submitted by April 15, 2003 along with other required forms)

The Bell County High School, Pineville, Kentucky
(Name of High School) (City)

certifies to the Kentucky High School Athletic Association that the following is an accurate and true representation of the facts surrounding compliance with 20 U.S.C. Sections 1681-1688, et. Seq. (also known as Title IX)

I certify the following provisions in accordance with records at the school contained in the permanent Title IX file, and to the best of my knowledge have completed the following tasks. (All boxes must be checked)

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

Name	Address	Phone	Title
Jeff Saylor	Pineville, Ky	337-7061	Principle
Larry Elliott	Pineville, Ky	337-7061	Asst. Principle
Dudley Hilton	Pineville, Ky	337-2004	Athletic Director
Erica Baker	Pineville, Ky	337-7061	Student
Colin Jackson	Pineville, Ky	337-7061	Community
Inita Nelson	Pineville, Ky	248-8828	Parent
Jeff Brock	Pineville, Ky	337-7061	Teacher

See Back

Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates:
9-26-02
1-28-03
4-15-03

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

<u>Jeff Saylor</u>	<u>Principle</u>	<u>Pineville, Ky</u>	<u>337-7061</u>
Name	Title	Address	Phone

School personnel are continuing to make periodic reviews of the boys and girls athletics program reflected in the Corrective Action Plan.

In addition to the above information, the above referenced school maintains a complete permanent file relative to Title IX records including copies of the self-assessment audit, all corrective action plans, and other related materials.

Jeff Saylor
Principal's Signature
April 15 2003
Date

Phonnie Williams
Superintendent Signature
[Signature]
School Board Chairpersons' Signature
4/15/03
7 pm

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

2002-2003
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1

KHSAA
 Form T1
 Rev. 9/02

Participation Opportunities Test One

		(Column 1)	(Column 2)	(Column 3)	(Column 4)
	Program	Enrollment	Percentage of Total Enrollment	Number of Interscholastic Participants (double and triple count)	Percentage of Total Participation
Row 1	GIRLS	442	52	152	43
Row 2	BOYS	408	48	201	57
Row 3	Totals	850	100%	353	100%

Instructions:

*Number of 8th grade students & below used in Column 4 calculations if applicable: _____

- 1) Determine the total number of girls enrolled, (place in Row 1, Column 1). Determine the total number of boys enrolled, (place in Row 2, Column 1).
- 2) Add the total number of girls and boys enrolled to determine total enrollment, (place in Row 3, Column 1).
- 3) Calculate the percentage of total enrollment that is female. (Divide Row 1, Column 1 by row 3, Column 1 and place in Row 1, Column 2.) Calculate the percentage of total enrollment that is male. (Divide Row 2, Column 1 by Row 3, Column 1 and place in Row 2, Column 2.) Note: Row 1, Column 2 plus Row 2, Column 2 should total 100%.
- 4) Ask the head coaches to review the most updated eligibility or squad lists for their teams. Ask coaches to confirm the names of those individuals who are on the team as of the first **date of competition**, and cross out the names of those who were cut from the team or quit the team prior to the first competitive event. Determine the total number of interscholastic athletics participants that are girls, (and place in Row 1, Column 3). In order to determine the total number of athletics participants, an individual should be counted each time he or she participates on a team. For example, if Jane Doe competes on the varsity volleyball team, the junior varsity volleyball team, the junior varsity basketball team, and the varsity softball team, she should be counted as four participants (**do not include club or intramural sports participants, cheerleaders, dance teams, or pom squads**). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- 5) Calculate the percentage of female participation. (Row 1, Column 3 divided by Row 3, Column 3 and place in Row 1, Column 4.) Calculate the percentage of male participation. (Row 2, Column 3 divided by Row 3, Column 3 and place in Row 2, Column 4.) Note: Row 1, Column 4 plus Row 2, Column 4 should total 100%.

Note: While being within three percent is not a formal compliance standard; if the percent listed in Row 1, Column 4 is within 3% of Row 1, Column 2, then it provides a good target within which compliance is likely.

Principal's Signature: Jeff Taylor Date: 4/15/03

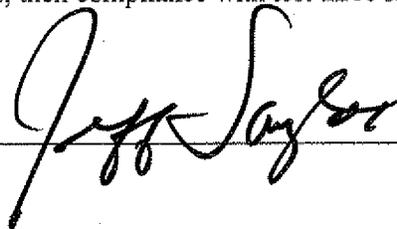
ACCOMMODATION OF INTERESTS AND ABILITIES**SUMMARY PROGRAM CHART 2****Participation Opportunities Test Two**

		Column 1	Column 2	Column 3	Column 4	Column 5
Program		Number of Teams Currently Offered	Number of Participants	Number of Teams Added in Last Five Years	Number of Participants Added in Last Five Years	Percent of Total Participation By Sex Added in Last 5 Years
GIRLS	Row 1	varsity:	6	74	1	11
	Row 2	j.v.:	4	58	1	13
	Row 3	frosh:	1	20		
	Row 4	total:	11	152	2	24
BOYS	Row 5	varsity:	7	111		
	Row 6	j.v.:	4	61		
	Row 7	frosh:	2	29		
	Row 8	total:	13	201		

- 1) For Column 1, list the number of interscholastic teams offered for girls and boys at each competitive level (varsity, junior varsity, and freshman). For girls, total each of the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 2) For Column 2, list the number of participants at each level. For girls, total each of the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8. **Note:** The totals in Row 4 for girls and in Row 8 for boys must be the same as the totals in Form T-1, Column 3, Rows 1 and 2 respectively.
- 3) For Column 3, list the number of interscholastic teams that have been added in the last five years at each competitive level. Count each team added during the 5 year period only one time. e.g. Girl's junior varsity soccer was added 3 years ago, count the team only once, not 3 times. For girls, total the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 4) For Column 4, list the number of participants that are currently on each level of the teams that were added in the last five years. If a team was added previously but no longer exists, there are no current participants to be added for that team. For girls, total the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.
- 5) For Column 5, calculate the percentage of participants that have been added in the last five years. For girls, take the number in Column 4, Row 4 and divide by the number in Column 2, Row 4. For boys, take the number in Column 4, Row 8 and divide it by the number in Column 2, Row 8.

Note: If the percentage of current participants added in the last five years is 25% or greater, compliance with test two may be possible. If less than 25%, then compliance with test three should be analyzed. **CAUTION:** 25% is not a formal compliance standard.

Principal's Signature: _____



Date: _____

4/15/03

2002-2003
ACCOMODATION OF INTERESTS AND ABILITIES+
SUMMARY PROGRAM CHART 4

Levels of Competition Test One

		Column 1	Column 2	Column 3
Girls	Team Levels	Number of Teams Currently Offered	Number of Participants	Percentage of Participants at Each Level
Row 1	varsity:	6	74	49
Row 2	j.v.:	4	58	38
Row 3	frosh:	1	20	13
Row 4	total:		152	100%
Boys				
Row 5	varsity:	7	111	55
Row 6	j.v.:	4	61	30
Row 7	frosh:	2	29	15
Row 8	total:		201	100%

- 1) Column 1, list the number of interscholastic teams offered for girls and boys at each competitive level; varsity, junior varsity, and freshman. (Refer to Form T-2, Accommodation of Interests and Abilities, Summary Program Chart 2, Column 1.)
- 2) For Column 2, list the number of participants at each level. For girls, total the entries in Rows 1, 2, and 3 into Row 4. For boys, total the entries in Rows 5, 6, and 7 into Row 8. (Refer to Form T-2, Accommodation of Interests and Abilities, Summary Program Chart 2, Column 2.)
- 3) For Column 3, calculate the percentage of female and male participants at each level.
For girls' varsity, junior varsity, and frosh, respectively:
 - Divide Column 1, Row 1 by Column 2, Row 4, and place the percentage in Column 3, Row 1.
 - Divide Column 1, Row 2 by Column 2, Row 4, and place the percentage in Column 3, Row 2.
 - Divide Column 1, Row 3 by Column 2, Row 4, and place the percentage in Column 3, Row 3.
 -
 For boys' varsity, junior varsity, and frosh, respectively:
 - Divide Column 1, Row 5 by Column 2, Row 8, and place the percentage in Column 3, Row 5.
 - Divide Column 1, Row 6 by Column 2, Row 8, and place the percentage in Column 3, Row 6.
 - Divide Column 1, Row 7 by Column 2, Row 8, and place the percentage in Column 3, Row 7.

Principal's Signature: _____

Date: _____

2002-2003
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 3

Participation Opportunities Test Three

For any question answered "YES" identify the respective sport(s).

	GIRLS (Yes / No)		BOYS (Yes / No)
1. For a sport <u>not</u> currently played at the interscholastic level (varsity, junior varsity, or freshman) in your school, is there an intramural team offered for that sport?	N		N
2. For a sport <u>not</u> currently offered in your interscholastic athletics program, is there sufficient interest to form a viable interscholastic team based on participation on an intramural team or community recreation teams?	N		N
3. For a sport <u>not</u> currently offered, is there sufficient interest to form a viable interscholastic team based on student responses from the interscholastic survey?	N		N
4. For a sport currently offered at the varsity level only, is there sufficient interest to form a viable team for a junior varsity, or freshman team that is not currently offered?	N		N
5. For a sport currently offered at the junior varsity or freshman level is there sufficient interest to form a varsity team not currently offered?	N		N
6. If you answered YES to question (1), (2), (3), (4), or (5), are there enough high schools in your geographic area offering the sport (at the appropriate level) to allow for the development of a reasonable schedule of competition?	N		N

Principal's Signature: _____

Jeff Jaye

Date: _____

4/15/03

Patricia Roberts
 B = 4376
 B = 5790

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

2002-2003

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment)		facilities improvements		publications (if sport-specific)	
	B	E	B	E	B	E	B	E	B	E	B	E
G basketball	7,000.00	5,644.61	200.00		400.00	165.00					2,300.00	1,800.00
B basketball	6,000.00	8,075.93	1,100.00	397.64	600.00						2,000.00	
G softball	5,000.00	4,753.73			1,000.00	463.99						
B baseball	3,000.00	2,530.42				330.00						
G cross country	100.00	459.29			350.00	323.70						
B cross country	100.00	459.29			350.00	323.70						
G golf												
B golf	75.00	135.60		152.14								
G soccer												
B soccer												
G swimming												
B swimming												

equipment and supplies
 G = 11,094 (3090)
 B = 26,321 (7090)

- Budget and expenditures on this 2002-2003 year report due by April 15, 2003, should reflect the total monies budgeted and spent for the entire year of 2001-2002 ending June 30, 2002.
- "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
- Booster Club Funding/Contributions must be included in the expenditures total.

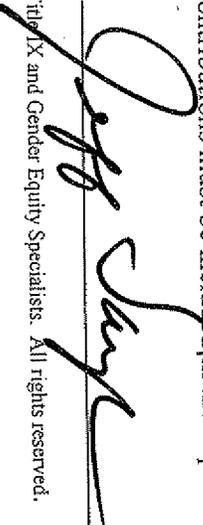
Principal's Signature: *[Signature]* Date: 02/04/03

2002-2003
BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2
TO INCLUDE BOOSTER CLUB FUNDING

Teams	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment)		facilities improvements		publications (if sport-specific)	
	B	E	B	E	B	E	B	E	B	E	B	E
G track	415.00					145.98						
B track	415.00					145.98						
G tennis	200.00	45.45										
B tennis	200.00	45.45				55.00						
G volleyball	4,000.00	6,836.90		64.32		89.90			3,000.00	2,995.00		
B-wrestling												
G (list sport)												
B (football)	20,000.00	16,075.44	2,300.00	3,247.39		3,000.00			2,617.01			
G (list sport)												
B (list sport)												

- Budget and expenditures on this 2002-2003 year report due by April 15, 2003, should reflect the total monies budgeted and spent for the entire year of 2001-2002 ending June 30, 2002.
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Principal's Signature:



Date:

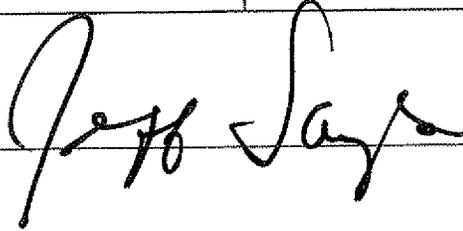
04/04/03

2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form T41
Rev. 9/02

Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO		
	(Respond based on Internal Evaluation by checking the appropriate column.)		
OPPORTUNITIES	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Accommodation of Interest and Abilities			X
BENEFITS	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Equipment and Supplies			X
Scheduling of Games and Practice Time			X
Travel and Per Diem Allowances			X
Coaching			X
Locker Rooms, Practice and Competitive Facilities			X
Medical and Training Facilities and Services			X
Publicity			X
Support Services			X
Athletic Scholarships			X
Tutoring			X
Housing and Dining Facilities and Services			X
Recruitment of Student Athletes			X

Principal's Signature:  Date: 4/15/03

2002-2003 INTERSCHOLASTIC ATHLETICS STUDENT SURVEY

KHSAA
Form T61
Rev. 9/02

1. Is the School District offering the interscholastic sport(s) you want to play?
365 Yes
48 No, I want to play Hockey, Dance, Wrestling
161 I am not interested in athletics

2. During the **fall season**, which interscholastic sport would you like to play?
88 Football
79 Girls' Volleyball
21 Boys' Volleyball
24 Boys' Cross-Country
24 Girls' Cross-Country
8 Girls' Field Hockey
16 Boys' Golf
10 Girls' Golf
11 Boys' Soccer
28 Girls' Soccer
268 I would not participate
16 Cheerleading
3. During the **winter season**, which interscholastic sport would you like to play?
70 Boys' Basketball
61 Girls' Basketball
20 Boys' Swimming & Diving
35 Girls' Swimming & Diving
22 Boys' Wrestling
56 Girls' Gymnastics
40 Boys' and Girls' Indoor Track
261 I would not participate

4. During the **spring season**, which interscholastic sport would you like to play?
39 Boys' Track
42 Girls' Track
40 Girls' Tennis
20 Boys' Tennis
18 Girls' Slow Pitch Softball
25 Girls' Fast Pitch Softball
48 Boys' Baseball
291 I would not participate

5. Do you participate in intramural sports? If you do, which sports(s)?
51 Yes Cheerleading, Ping Pong, Golf track
352 No

6. Which intramural sports, if any, would you like to see added?
Ping Pong, Swimming, Hockey

7. Do you participate in non-school sport activities? If you do, which sport(s)?
89 Yes Gymnastics, Basketball, Golf
349 No

8. Are you currently participating in interscholastic athletics during any season?
82 Yes
297 No Why don't you participate in interscholastic athletics?
36 I prefer other activities such as band, chorus, etc.
71 I don't have time
19 The practice schedules and game times are inconvenient
11 The sport I like isn't offered
10 It's too expensive
12 I prefer to participate in club or intramural sports
31 Working
36 Other
ROTC, Cheerleading

9. Do you have any suggestions to encourage participation?
get paid
Reward more and recognition in
paper and school
Bus pickup

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

<u>Sport</u>	<u>Season</u>
<u>Ping Pong</u>	<u>Anytime</u>
<u>Field Hockey</u>	<u>Winter</u>
<u>Wrestling</u>	<u>Winter</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Optional
 Name: _____
 Age: _____
 Male: _____ Female _____

2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses

School Name: Bell County
 School Enrollment: 850
 Date: April 14, 2003
 Completed By: Dudley Hilton

Instructions:

1. Summarize the Student Athletics Interest Surveys Form T-61 by listing the total number of responses on the line next to each sport.
2. Under the Other Category please provide a listing of the sports as well as the number of students who are interested in participating.
3. Please sign and date the Summary Form (T-63) and mail the Summary Form only to the KHSAA by April 15, 2003. Do not mail the student surveys (Form T-61). However, these Forms should be maintained in your files in the event they are requested subsequently.

760 Number of Surveys
582 Total Returned
9-12 Grades Surveyed

How Was The Survey Administered? Advisory
 (e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

24 Cross Country (Girls)
24 Cross Country (Boys)
- Field Hockey (Girls)
88 Football (Boys)
10 Golf (Girls)
16 Golf (Boys)
28 Soccer (Girls)
11 Soccer (Boys)
79 Volleyball (Girls)
21 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

61 Basketball (Girls)
70 Basketball (Boys)
56 Gymnastics (Girls)
40 Indoor Track (Girls)
40 Indoor Track (Boys)
35 Swimming & Diving (Girls)
20 Swimming & Diving (Boys)
22 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

<u>48</u>	Baseball (Boys)
<u>25</u>	Fast Pitch Softball (Girls)
<u>18</u>	Slow Pitch Softball (Girls)
<u>40</u>	Tennis (Girls)
<u>20</u>	Tennis (Boys)
<u>42</u>	Track (Girls)
<u>39</u>	Track (Boys)

Other Sports (From Student Survey T-61 Question 10)

Name of Sport	Number of Students Interested In Participating
<u>Ping Pong</u>	_____
<u>Field Hockey</u>	_____
<u>Wrestling</u>	_____
_____	_____
_____	_____
_____	_____
_____	_____

Number of Students who participate in Intramural Sports.
(From Student Survey T-61 Question 5)

<u>Sport</u>	<u>Number</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

List Intramural Sports students are interested in adding:
(From Student Survey T-61 Question 6)

<u>Sport</u>	<u>Number</u>
<u>Ping Pong</u>	_____
<u>Hockey</u>	_____
<u>Swimming</u>	_____
_____	_____
_____	_____

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

<u>Sport</u>	<u>Number</u>
Gymnastics	
Basketball	
Golf	

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

Response	379	Number	82 yes	297 no
----------	-----	--------	--------	--------

- 36 I prefer other activities such as band, chorus, etc.
- 11 I don't have time
- 19 The practice schedules and game times are inconvenient
- 11 The sport I like isn't offered
- 10 It's too expensive
- 12 I prefer to participate in club or intramural sports
- 31 Working
- 36 Other
ROTC, Cheerleading

Student Suggestions to encourage participation

- Get paid
- Rewards more and recognition in paper and school
- Bus pickup
-
-
-
-
-


Principal's Signature

4/15/03
Date

School Name: Bell County High School

School Year: 2002-2003

Principal's Signature: 

Date: 6-13-03

2002-2003
TITLE IX
CORRECTIVE ACTION PLAN

To complete this form, indicate the intended area which needs corrective action, the suggested change and time table for implement this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2003.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORR
Tennis Courts	Rebuild Tennis Court at new location due to land lock at present school site working in cooperation with Bell County Fiscal Court.	Within 2 years
Girl's participation in female sports	In order to encourage more girls participation we are trying to start Soccer and GOLF as a new choice and will try to increase involvement in girl's cross-country and volleyball.	Depending on number of participants interested in order to start the sports.

An explanation (status report) is needed for all areas identified previously as items for correction as well as all are identified as items for correction. This form shall be typed.