

To: Superintendent, Principal, and Athletic Director

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

Date: August 25, 2003

Subject: 2002-2003 Annual Report Forms Submission

School: Bowling Green High School

Enclosed please find a copy of Form T-65, <u>The 2002-2003 Annual Report Forms</u> <u>Checklist</u>. In addition, you may find an attachment with corrected copies of the forms submitted by your school personnel. Please review this information so the forms can be completed accurately in the future. Also, KHSAA Audit Staff may have requested a re-submission of some of the 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

DATE: July 18, 2003

RE: 2003 Title IX Forms Submission

School Bowling Green High School Reviewed by Gary Lawson	
School Bowling Green High School Reviewed by Gary Lawson	

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.
В.		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.	Contraction of	The following forms were omitted and must be submitted by school representatives.
D		 Other Recommendation and Comments: All calculations are correct and report data appears to be satisfactory at this time. The KHSAA recommends that each school have student representation on its Gender Equity Review Committee, and that they be active members of the Committee. Also, each school should have at least one Gender Equity Review Committee meeting during the fall sport season, during the winter sports season, and during the spring sports season.



MEMORANDUM

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

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

Date: 2003 8 Ŀ.

Re: 2003 Title IX Forms Submission

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	School Bowling GREEN Reviewed by GARY W. LAWSON

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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 Bowling Green High School, Bowling Green, 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)

Title Name Address Phone Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates: Man 28, 2003 July 16, 2002 Horil 23, 2003 Man 14. 2003 Designated the following person(s) as the Title IX coordinator for the school/district: Superintendent 1211 Center St. Tille Address <u>270.746.2220</u> Phone

Name

Bowling Green, Ky 42101 M School personnel are continuing to make periodic reviews of the boys and girls athletics program reflected in the Corrective Action Plan.

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

Principal's Signath Superintendent Signature

School Board Chairpersons' Signature (Send original copy to KHSAA - Maintain duplicate in Title IX school folder)

Bowling Green High School 2002 – 2003 District Title IX Committee Members

Superintendent Dr. John Settle Asst. Superintendent/Title IX Coordinator Joe Tinius School Board Chairman Ms. Deborah Williams **BGHS** Principal Gary Fields BGHS Athletic Director Monroe Joyner Ms. J. C. Rowan Counselor Teacher/Head Coach Kevin Wallace Parent Ms. Jana Layne Ms. Bernice Embree Parent **BGJHS** Principal Dr. Penny Masden Jerry Wright Ms. Nancy Brandenburg **BGJHS** Athletic Director **Elementary Teacher**

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

KHSAA Form TI 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	483	51.3	261	47.8	
Row 2	BOYS	459	48.7	285	52.2	
Row 3	Totals	942	100%	546	100%	

Instructions:

*Number of 8th grade students & below used in Column 4 calculations if applicable: **85**

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 sqads). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- 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 <u>not</u> a formal compliance standard; if the percent listed in Row 1, Column 4 is within 3% of Row 1, Column 2, then it provides a good target within which compliance is likely.

Date: 4/14/03 **Principal's Signature:**

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2002-2003 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:	10	142	1	14	
	Row 2	j.v.:	6	96	1	20	
	Row 3	frosh:	2	23	1	14-	A Province and the second s
	Row 4	total:	18	261	3	48	18.4
BOYS	Row 5	varsity:	10	176	0	0	
	Row 6	j.v.:	6	99	0	0	
	Row 7	frosh:	1	10	0	0	
	Row 8	total:	17	285	0	0	0

1) For Column 1, list the number of interscholastic teams offered for girls and boys at each competitive level (varsity, junior varsity, and freshman). For girls, total each of the entries in Rows 1, 2, and 3 into Row 4. For boys, total Rows 5, 6, and 7 into Row 8.

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

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

Date: 4/14/03 **Principal's Signature:**

KHSAA Form T3 Rev. 9/02

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

Principal's Signature:

_____Date: __4/14/03

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

		Column 1	Column 2	Column 3
	Team	Number of Teams	Number of	Percentage of
Girls	Levels	Currently Offered	Participants	Participants at Each Level
Row 1	varsity:	10	142	54.4
Row 2	j.v.:	6	96	36.8
Row 3	frosh:	.2	23	8.8
Row 4	total:		261	100%
Boys				
Row 5	varsity:	10	176	61.8
Row 6	j.v.:	6	99	61.8 34.7
Row 7	frosh:	J	10	3.5
Row 8	total:		285	100%

Levels of Competition Test One

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.)
- For Column 3, calculate the percentage of female and male participants at each level. For girls' varsity, junior varsity, and frosh, respectively:
 - Divide Column 2, Row 1 by Column 2, Row 4, and place the percentage in Column 3, Row 1.
 - Divide Column 2, Row 2 by Column 2, Row 4, and place the percentage in Column 3, Row 2.
 - Divide Column 2, Row 3 by Column 2, Row 4, and place the percentage in Column 3, Row 3.

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For boys' varsity, junior varsity, and frosh, respectively:

- Divide Column 2, Row 5 by Column 2, Row 8, and place the percentage in Column 3, Row 5.
- Divide Column 2, Row 6 by Column 2, Row 8, and place the percentage in Column 3, Row 6.
- Divide Column 2, Row 7 by Column 2, Row 8, and place the percentage in Column 3, Row 7.

Principal's Signature:



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	BUI	BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHARI TO INCLUDE BOOSTER CLUB FUNDING	ND ACT TO	TO INCLUD	E BOOST	<u>XPENDITURES - PROGRAM COU</u> UDE BOOSTER CLUB FUNDING	FUNDIN	G				
	dns ednjbu	equipment and supplies	tra	travel	* baur	awards E bavquets	coaches (to ir supplem exte	coaches' salaries (to include supplemental and extended employment)	facilities improvements	facilities provements	publica sport-s	publications (if sport-specific)
	B	E	B	E	B	E	B	E	B	E	B	E
G basketball	9,000	9,000 13,509.35		3998.74		774.19		16,672.40				
B basketball	9,000	9,000 11,365.67		6186.21		147.50		17,399				
G softball	3,500	3,500 14.638.37		954.12		559.36		7293		-	0001	956.11
B baseball	3,500	3,500 21,242.68		2108.34		1838.89		6912	5-246 479 179 500		1000	956.11
G cross country	1,500	1,500 5082.47		1216.57		94.88		1635				
B cross country	1,500	1,500 5082.47		1216.56		94.87		2117				
G golf	1,500	1,500 6189.66		3357.32		190.00		1670				
B golf	1,500	1,500 8248.12		3727.60		250.00		1931				
G soccer	3,500	3,500 11349.03		1371.42		2819.20		TOH			000/	1094.38
B soccer	3,500	3,500 11349.03		2916.95		2819.20		6953			000/	1094.38
G swimming	3,000	3,000 4412.23		1616.55		388.53		3003				
B swimming	3,000	3,000 4912.23		1616.55		388.52						

1. Budget and expenditures on this 2002-2005 year report due by April 13, 20 2001-2002 ending June 30, 2002. 2. "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures. 3. Booster Club Funding/Contributions must be included in the expenditures total.

Principal's Signature: Copyright 1999, Good Sports, Inc., Title IX and Gender

4/14/03

KHSAA

Date: All Hights reserved. eciali Equity

B 1500	equipment and supplies B E 500 m19.74	B B	travel E <i>1072.78</i>	k banquets B E E	20	coaches' (to in supplem exter B B	coaches' salaries (to include supplemental and extended employment) B E	facilities improveme B	facilities improvements B E	publications (if sport-specific) B E	ecific) E
	1500 1719.74 1500 1047.13		1072.78 351.46		244.87 \$240.00		1815				
	1500 1047.13		351.46		240.00		1931				
0	3,500 8411.06		1324.17		288.36		3482				
	2000 49,541.74		31,580.02		6144.98		6853				
ŏ	20,000 65, 326.52		21:0404		10,486.49		35,450			5000.00 4,642.2	4,642.2
				-							

1. 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.

2. "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.

3. Booster Club Funding/Contributions must be included in the expenditures total.

Principal's Signature:

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4/14/02

Date:

KHSAA Form T36 REV. 10/02

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

2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA Form T41 Rev. 9/02

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Checklist - Overall Interscholastic Athletics Program

Areas of Compliance		ADVANTAGE TO on Internal Evalua column.)	
OPPORTUNITIES	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Accommodation of Interest and Abilities			
BENEFITS	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Equipment and Supplies			V
Scheduling of Games and Practice Time			V
Travel and Per Diem Allowances			V
Coaching			V
Locker Rooms, Practice and Competitive Facilities		\checkmark	
Medical and Training Facilities and Services			V
Publicity			
Support Services			V
Athletic Scholarships			V
Tutoring			
Housing and Dining Facilities and Services	N/A N/A	N/A N/A	N/A N/A
Recruitment of Student Athletes	NA	NA	N/A

Principal's Signature: Date: 4/14/03



2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses School Name: Bowling Green

School Enrollment: 5/03 Jonroe Joyner, AD Date: Completed By:

Instructions:

- 1. Summarize the Student Athletics Interest Surveys Form T-61 by listing the total number of responses on the line next to each sport.
- 2. Under the Other Category please provide a listing of the sports as well as the number of students who are interested in participating.
- 3. Please sign and date the Summary Form (T-63) and mail the <u>Summary Form only</u> to the KHSAA by April 15, 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.

<u>680</u> Number of Surveys <u>452</u> Total Returned 9,<u>10, \$11</u> Grades Surveyed

How Was The Survey Administered? <u>Survey Was given in 9th, 10th é 11th grade</u> Englist classes

Fall Sports (List Total Number of Participation Responses)

16Cross Country (Girls)13Cross Country (Boys)1Field Hockey (Girls)69Football (Boys)11Golf (Girls)16Golf (Boys)39Soccer (Girls)31Soccer (Boys)63Volleyball (Girls)4Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

- **53** Basketball (Girls) **65** Basketball (Boys)
- **30** Gymnastics (Girls)
- 22 Indoor Track (Girls)
- **17** Indoor Track (Boys)
- **37** Swimming & Diving (Girls)
- **13** Swimming & Diving (Boys)
- **25** Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

38 Baseball (Boys)
39 Fast Pitch Softball (Girls)
11 Slow Pitch Softball (Girls)
42 Tennis (Girls)
48 Track (Girls)
30 Track (Boys)

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

Name of Sport		Number of Students Interested In
	17	Participating
gymnastics	0	
Yoller hockey	<u> </u>	
boxing	2	
skateboarding	7	
Wrestling	12	
Field hockey	6	

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

<u>Sport</u>	Number
,	
۱ ــــــــــــــــــــــــــــــــــــ	

* Note: BGHS does not have Intramural Sports

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

Sport	Number
Basketball	
Boys Volleyball	6
Hickey	5
Soccer	<u> </u>
Gymnastics	<u> </u>
<u> </u>	

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

Sport	_	<u>Number</u>
Basketball	59	
Socier		
Softball	11	
Baseball	9	
Tennis		

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

Response	Number	
49 I prefer other act	tivities such as band, chorus, etc.	
2 The practice scl	hedules and game times are inconvenient	
25 The sport I like	e isn't offered	
13 It's too expensi	ive	
3 I prefer to partic	cipate in club or intramural sports	
42 Working		
40 Other		
	49I prefer other ac92I don't have tin21The practice so25The sport I like13It's too expens3I prefer to parti42Working	 49 I prefer other activities such as band, chorus, etc. 92 I don't have time 21 The practice schedules and game times are inconvenient 25 The sport I like isn't offered 13 It's too expensive 3 I prefer to participate in club or intramural sports 42 Working

Student Suggestions to encourage participation

Advertise trubuts sooner	·
Better coaches	
Make it more fun	
Make it less expensive	·

Principal's Signature

11/03 4

KHSAA Form TG0 Rev. 10/02 To complete this form, indicate the intended area which needs corrective action, the suggested change and time table for implementation. You may copy TIME TABLE FOR CORRECTIVE ACTION An explanation (status report) is needed for all areas identified previously as items for correction as well as all areas currently TVS & VCRS HAVE BEEN PURCHASED WHERE 葶 APPLICABLE ANNUALLY 15/03 this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2003. **CORRECTIVE ACTION PLAN** PURCHASE TECHNICAL EQUIPMENT ADMINISTRATORS, AND STUDENTS Date: MEET WITH COACHES, PARENTS, **NCREASED PARTICIPATION OF** TO DISCUSS SOLUTIONS FOR SUGGESTED CHANGE 2002-2003 TITLE IX WHERE APPLICABLE FEMALE ATHLETES identified as items for correction. This form shall be typed. Copyright 1999, Good Sports, Inc., Tale IX and Comber Equity Speedalkiss. All rights reserved. School Name: Bow/Ing Green School Year: 2002 - 2003 ITEM FOR CORRECTION INCREASE FEMALE PARTICIPATION TVS & VCRS FOR COACHES Principal's Signature:___ Principal's Signature:_ Date: 4/14/03_ IN ALL SPORTS Date: 41

School Name: Bowling Green School Year: 2002-22003 Principal's Signature: Date: 4/14/03

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 implementation. You may copy 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 CORRECTIVE ACTION
WOMEN COACHES	ONGOING EFFORT TO HIRE QUALIFIED FEMALE COACHES WHEN POSITIONS BECOME AVAILABLE	ANNUALLY
BASEBALL/SOFTBALL CLUBHOUSE	KDE FACILITY MANAGEMENT COMMITTEE APPROVED THE CONSTRUCTION OF A SOFTBALL DRESSING FACILITY	CONSTRUCTION TO BEGIN IN MAY, 2003 AND BE COM- PLETED BY SEPTEMBER, 2003
ATHLETIC DEPT. POLICY MANUAL	COMPLETE AN ATHLETIC DEPT. POLICY MANUAL THAT INCLUDES GUIDELINES, STANDARDS, AND POLICIES FOR THE ATHLETIC DEPT.	ONGOING
 An explanation (status report) is needed for all areas ident identified as items for correction. This form shall be typed. 	An explanation (status report) is needed for all areas identified previously as items for correction as well as all areas currently identified as items for correction as well as all areas currently	· correction as well as all areas currently
Principal's Signature:	Date: 4	4/15 63

iserved.

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KHSAA Form T60 Rev. 10/02