



MEMORANDUM

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

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

DATE: October 16, 2003

RE: 2003 Title IX Forms Submission

School	Campbell County High School	Reviewed by	Fran Edwards
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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.
D.	✓	Other Recommendation and Comments: <ul style="list-style-type: none"> Please re-submit Forms T-35 & T-36 by October 31, 2003; they appear to be incomplete. Include expenditures for travel, awards, etc.



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 CAMPBELL COUNTY High School, ALEXANDRIA, 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
DAVE FELDMAN	3350 WEST FORK RD	CIN ON 45211	STUDENT AFFAIRS
LEAN JEFFERSON	1576 BROOKSVILLE/POWERSVILLE RD	BROOKSVILLE	ASSOCIATE PRIN
MIKE BANKAMP	102 WINDSOR CT	ALEX KY 41001	ATH. DIRECTOR

- Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates:

DEC 2002 JUNE 2003
APRIL 2003
APRIL 2003

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

<u>DAVE FELDMAN</u>	<u>STUDENT AFFAIRS</u>	<u>3350 WEST FORK RD</u>	<u>859-635-2173</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.

Lean B. Jefferson
Principal's Signature

4/14/ 20 03
Date

Superintendent Signature

School Board Chairpersons' Signature

(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	705	.496	327	43%
Row 2	BOYS	717	.505	444	57%
Row 3	Totals	1422	100%	771	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: Leah Jefferson Date: 4/14/03

ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 2

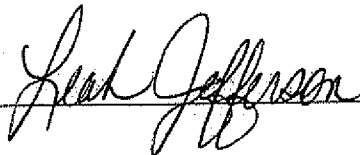
Participation Opportunities Test Two

		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:	10	185	2	17	
	Row 2	j.v.:	8	122	1	13	
	Row 3	frosh:	2	20	1	9	
	Row 4	total:	20	327	4	39	12%
BOYS	Row 5	varsity:	9	241			
	Row 6	j.v.:	7	146			
	Row 7	frosh:	3	57	1	20	
	Row 8	total:	19	444	1	20	4.5%

- 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: _____

4/14/03

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?	N/A		N/A

* CCHS OFFERS ALL SANCTIONED SPORTS

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

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:	10	185	57%
Row 2	j.v.:	8	122	37%
Row 3	frosh:	2	20	6%
Row 4	total:	20	327	100%
Boys				
Row 5	varsity:	9	241	54%
Row 6	j.v.:	7	146	33%
Row 7	frosh:	3	57	13%
Row 8	total:	19	444	100%

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

Principal's Signature: _____

Date: _____

Luc P. Jefferson

4/14/03

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

	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		17,647						7,876				
B basketball		17,058						7,876				
G softball	FAST	6,789						3,587				
	SLOW	3,798						3,775				
B baseball		13,016						3,920				
G cross country		8,758						4,654				
B cross country												
G golf								2,233				
B golf		1,359						2,278				
G soccer		23,264						3,775				
B soccer		7,205						3,775				
G swimming		4,599						2,864				
B swimming												

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.

Date: 4/14/03

Principal's Signature: 

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		8919						4,288				
B track								3,587				
G tennis		312						2,233				
B tennis												
G volleyball		14,253						3,587				
B wrestling		21,315						5,370				
G (list sport)												
B (football)		33,075						0				
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.
- "B" is for budgeted dollar amounts and "E" is for actual dollar expenditures.
- Booster Club Funding/Contributions must be included in the expenditures total.

4/14/03

Scott Johnson

Date:

Principal's Signature:

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			✓
BENEFITS	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities		✓ *	
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			✓
Tutoring			N/A
Housing and Dining Facilities and Services			N/A
Recruitment of Student Athletes			✓

* LIGHTS ON SOFTBALL GAME FIELD

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



Kentucky High School Athletic Association

KHSAA
Form T63
Rev. 10/02

2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses

School Name: CAMPBELL COUNTY H.S.

School Enrollment: 1422

Date: 4/10/02

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 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.

750 Number of Surveys

532 Total Returned

9-12 Grades Surveyed

How Was The Survey Administered? ALL HOME ROOMS

(e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

22 Cross Country (Girls)

2 Cross Country (Boys)

10 Field Hockey (Girls)

21 Football (Boys)

9 Golf (Girls)

0 Golf (Boys)

53 Soccer (Girls)

4 Soccer (Boys)

70 Volleyball (Girls)

2 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

60 Basketball (Girls)

6 Basketball (Boys)

72 Gymnastics (Girls)

13 Indoor Track (Girls)

2 Indoor Track (Boys)

19 Swimming & Diving (Girls)

1 Swimming & Diving (Boys)

8 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

<u>4</u>	Baseball (Boys)
<u>35</u>	Fast Pitch Softball (Girls)
<u>81</u>	Slow Pitch Softball (Girls)
<u>47</u>	Tennis (Girls)
<u>2</u>	Tennis (Boys)
<u>46</u>	Track (Girls)
<u>4</u>	Track (Boys)

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

Name of Sport	Number of Students Interested In Participating
<u>STREET HOCKEY</u>	<u>1</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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

Sport	Number	Sport	Number
<u>SOCCER</u>	<u>12</u>	<u>BASKETBALL</u>	<u>5</u>
<u>SOFTBALL</u>	<u>21</u>	<u>TRACK</u>	<u>3</u>
<u>VOLLEYBALL</u>	<u>5</u>	<u>SWIM</u>	<u>1</u>
<u>DIVING</u>	<u>1</u>	<u>DRILL TEAM</u>	<u>1</u>
<u>F.P. SOFTBALL</u>	<u>2</u>	<u>BOWLING</u>	<u>1</u>
<u>CHEER</u>	<u>10</u>	<u>PAINTBALL</u>	<u>1</u>
		<u>WINTER GUARD</u>	<u>3</u>
		<u>DANCE</u>	<u>1</u>
		<u>CROSS COUNTRY</u>	<u>3</u>

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

Sport	Number	Sport	Number
<u>SOFTBALL</u>	<u>3</u>	<u>MATBALL</u>	<u>2</u>
<u>BASKETBALL</u>	<u>5</u>	<u>PAINTBALL</u>	<u>1</u>
<u>GYMNASTICS</u>	<u>4</u>	<u>FOOTBALL</u>	<u>2</u>
<u>SWIM/SYNC</u>	<u>1</u>	<u>ICESKATING</u>	<u>1</u>
<u>CHEER</u>	<u>4</u>	<u>BOWLING</u>	<u>3</u>
<u>SOCCER</u>	<u>2</u>	<u>SKIING</u>	<u>1</u>
<u>DANCE</u>	<u>4</u>	<u>BAOWITEN</u>	<u>1</u>
<u>LaCROSSE</u>	<u>5</u>	<u>SKATEBOARD</u>	<u>2</u>
<u>CROQUET</u>	<u>1</u>	<u>VOLLEYBALL</u>	<u>1</u>
<u>HOCKEY</u>	<u>5</u>	<u>BOXING</u>	<u>2</u>
<u>TENNIS</u>	<u>1</u>		

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

Sport	Number
SOFTBALL - 56	DANCE 4
GYMNASTICS 6	CHEER 8
GOLF 2	PAINTBALL 4
TENNIS 1	SWIMMING 1
VOLLEYBALL 12	LACROSSE 1
SOCCER 14	CLUBS 1
SNOWBO 1	RIDING 5
DIVING 1	BOWLING 1
BOY+GIRLS CLUB 1	SKATEBOARD 1
FAST PITCH S/B 1	KICKBOXING 1
	BASKETBALL 8

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

Response	Number
----------	--------

48 I prefer other activities such as band, chorus, etc.

78 I don't have time

30 The practice schedules and game times are inconvenient

15 The sport I like isn't offered

13 It's too expensive

12 I prefer to participate in club or intramural sports

49 Working

20 Other

CAN'T RUN / NOT IN SHAPE / LAZY / NO TRANSPORTATION / HATE SPORT
FAT / HAVE A LIFE / CHURCH / NOT GOOD ENOUGH / INJURED / NO INTEREST

Student Suggestions to encourage participation

LESS PRACTICE / SPORTS DURING SCHOOL HOURS / GIRLS FOOTBALL / ADVERTISE BETTER
GET PLAYING TIME IF ON TEAM / GET NEWS OUT / BE MORE POSITIVE / MORE SPORTS
LOWER HOMEWORK / LOWER PRICES / GIVE EVERYONE A CHANCE / MORE INTRAMURAL
TEAMS / MORE CHOICES / WANT GYMNASTICS / WANT INTRAMURAL SOCCER TEAM

Leah Jefferson
Principal's Signature

4/14/03
Date

**CAMPBELL COUNTY HIGH SCHOOL
TITLE IX MINUTES
DECEMBER 12, 2002**

PRESENT:

MIKE NOBLE

LEAH JEFFERSON

MIKE BANKEMPER

DISCUSSION:

STATUS OF REPORT

SURVEY RESULTS

COMPLIANCE

NON COMPLIANCE

NEXT MEETING

**CAMPBELL COUNTY HIGH SCHOOL
TITLE IX MINUTES
APRIL 10,2003**

PRESENT:

DAVE FELDMAN
LEAH JEFFERSON
MIKE BANKEMPER

DISCUSSION:

*PROGRESS OF REPORT

*LIGHTS ON SOFTBALL FIELD

HOW MUCH TIME REMAINING ON INSTALLATION

*RESTRICTING BASEBALL TO DAY GAMES ONLY DURING REGULAR
SEASON

*MEETING NUMBERS TEST

*NEXT MEETING (WHEN FINAL REPORT IS FINISHED)

**CAMPBELL COUNTY HIGH SCHOOL
TITLE IX MINUTES
APRIL 14,2003**

PRESENT:

DAVE FELDMAN
LEAH JEFFERSON
MIKE BANKEMPER

DISCUSSION:

*REVIEWED REPORT

*SIGNATURES

*LIGHTS ON SOFTBALL FIELD STILL ON SCHEDULE FOR 03-04 SEASON

*NEXT MEETING AFTER KHSAA RESULTS ARE RECEIVED



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 _____ High School, _____, 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

Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates:

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

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.

Principal's Signature Date

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