

To: Superintendent, Principal, and Athletic Director

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

Date: June 20, 2003

Subject: 2002-2003 Annual Report Forms Submission

School: East Carter 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: May 16, 2003

RE: 2003 Title IX Forms Submission

School Fast Ca		Ilis Catlett	

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.

1. 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.	1	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.	V	Other Recommendation and Comments:
0.000.000		It is recommended that your Gender Equity Review Committee
		meetings be held in the fall, winter and spring.
20 C 100 C		 Congratulations on your softball facility.
2.2		 Thank you for all of your hard work. Have a great summer.

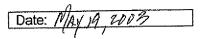
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MEMORANDUM

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

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



Re: 2003 Title IX Forms Submission

Reviewed by アムモ ブ 16th School TFR

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)	1	T-41 (Checklist – Overall Interscholastic Program)
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	T-4 (Summary Program Chart 4)	1	T-63 (Interscholastic Survey Results)

II. Status

А.	v	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.		The following forms were omitted and must be submitted by school representatives.
D.		Other Recommendation and Comments: I is transmonder that your maling be held in the fall winter and paring. Congratulations on upus confident facility. Thanks on all your hand work. A and a great Dumma.



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)

. Kentucky High School, <u>Grayson</u> The East Carter

(Name of High School)

1 4 2003

(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 West Carter H.S.	Phone 606–286–2481	Title Principal
Jim Webb	······································	606-286-2481	Teacher/Coach
Von Perry	West Carter H.S. West Carter H.S.	606-286-2481	Student
Bradley Walker Virginia Murphy	East Carter H.S.	606-474-5714	Principal
Donald Damron	East Carter H.S.	606-474-5714	Teacher/Coach
Kimberly Stapleton	East Carter HiS.	606-474-5714	Student
Leland Wilcox	Central Office	606-474-6696	Personnel Director
T-barneh Achmorth	Central Office	606-474-6696	District Supervisor
Scheduled a minim	num of three meetings d	uring the 2002-2003 so	chool year on the following dat

March 3, 2003 March 25, 2003 April 9, 2003

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

Leland Wilcox Personnel Director Central Office-Grayson	<u>, KY 606-474-</u> 6696
<u>Leland Wilcox Personnel Director Central Orrectoror</u> Name Title Address	Phone

School personnel are continuing to make periodic reviews of the boys and girls athletics program **Edex** 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.

20 0 3 Signature incipal School Board Chairpersons' Signature uperintendent Signature

(Send original copy to KHSA4 - Maintain duplicate in Title IX school folder)

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

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	326	47.5	207	41
Row 2	BOYS	360	52.5	298	59
Row 3	Totals	686	100%	505	100%

Instructions:

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, 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.

4-7-03 Principal's Signature: Date:

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KHSAA Form T1 Rev. 9/02

^{*}Number of 8^{th} grade students & below used in Column 4 calculations if applicable: **75**

<u>2002-2003</u> <u>ACCOMMODATION OF INTERESTS AND ABILITIES</u> <u>SUMMARY PROGRAM CHART 2</u>

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:	8	117	2	43	
	Row 2	j.v.:	4	12	2	36	
	Row 3	frosh:	1	18			
	Row 4	total:	13	207	4	79	38.2
BOYS	Row 5	varsity:	9	145)	9	and a second
	Row 6	j.v.:	- 4	87			
	Row 7	frosh:	2	46			ing bigber en landere breiter
	Row 8	total:	15	298		9	3.0

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: 4-7-03 Principal's Signature: Diana Muy

Form T2 Rev. 9/02

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?	Yes	 Yes
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?	No	No

-_Date: 4-07-03 Vicinia 1 Principal's Signature:

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

		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:	8	117	56.5
Row 2	j.v.:	4	72	35. T
Row 3	frosh:	1	18	8.7
Row 4	total:		207	100%
Boys				
Row 5	varsity:	9	145	55.4
Row 6	j.v.:	4	87	29.2
Row 7	frosh:	2	46	55.4 29.2 15.4
Row 8	total:		298	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.)
- 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.

4-7-03

Date:

Principal's Signature:

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	BU	BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART TO INCLUDE BOOSTER CLUB FUNDING	AND ACT TO	TUAL EXPI	ENDITURES - I E BOOSTER C	RES - PRC TER CLUI	PENDITURES - PROGRAM CO DE BOOSTER CLUB FUNDING	<u>OMPARIS</u> G	ON CHA	RT		REV. 10/02
	Ins be	equipment and supplies	tr:	travel	awa	awards	coaches' sala (to includ supplemental extended employmen	coaches' salaries (to include supplemental and extended employment)	faci improv	facilities inprovements	publications (if sport-specific)	ions (if ecific)
	8	Ē	B	E	B	ġ	m	E	B	Э	æ	ы
G basketball	10°800	10, 70 0	3,250	2,195	950	006	12,796	12796				
B basketball	9,000	8,152	2,500	3,200	1,000	975		13.25				
G softball	000'1	1.000	<i>450</i>	450	200	200		1.920	-			
B baseball	3,200	3,200	1,800	1,800	50 0 .	500	6.796	6.796	-			
G cross country		133					913.52	9/350				
B cross country		シュイ					913.50					
G golf	350	224					285					
B golf	350	234					538	288				
G soccer		1,784		813		545	2, 813	2.8/3	-			
B soccer		1,784		813		545	3009	3,009				
G swimming												
B swimming												

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.

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erved.

3 1 1 ١ 7 Date:

KHSAA Forn T35

802 g		- 4										
Form T36 REV. 10/02	publications (if sport-specific)	E										
	public: sport-:	A										
BUDGETED AND ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2 TO INCLUDE BOOSTER CLUB FUNDING	facilities improvements	ы Ц										
	faci improv	ß										
	salaries clude ntal and ided ment)	E	11 844		1,495 1,495	1495 1,495	2,726 2,926	3, 280		13,385		
	coaches' salaries (to include supplemental and extended employment)	B	11. 846		1,495	1495	2,726	3,280		13,385		
	awards	ы		001	30	30	400	400		2,800		
		B					J	400		2052	•	
	travel	E2	140	.440	550	550	1,000	1,396		3,000		
DAND AC	tra	8			550	550	500	1200		2,000	-	
3UDGETED AN	equipment and supplies	EI ·	1,300	900	001	100	1,1400	825		ممعراا		
¤I		B	300				1,000	000,1				
	Teams		G track	B track	G tennis	B tennis	G volleyball	B wrestling	G (list sport)	B (football)	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.

Principal's Signature: UN Syde

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KHSAA Form T36

2002-2003

4-7-03 Date:

2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA Form T41 Rev. 9/02

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			
Scheduling of Games and Practice Time			\checkmark
Travel and Per Diem Allowances			\checkmark
Coaching		·	\checkmark
Locker Rooms, Practice and Competitive Facilities			
Medical and Training Facilities and Services			\checkmark
Publicity			
Support Services			~
Athletic Scholarships			NA
Tutoring			NA
Housing and Dining Facilities and Services			NA NA NA
Recruitment of Student Athletes			NA

Principal's Signature: Virginia Mugly Date: 4-7-03

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School Name: East Carter High School Year: 2002-2003 Principal's Signature: Jugue Muny Date: April 7, 2003	Murth CORRECTIVE ACTION PLAN	KHSAA Form T60 Rev. 10/02
To complete this form, indicate the intended area which needs corrective action, the suggested change and time this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2003	a which needs corrective action, the suggested cha ion plans along with audit forms and submit by A	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
Softbail facilities	Improve field and facilities	A hearing was held by the Title IX committee on November 7, 2001 to discuss the softball facility. The recommendation was made by the school board to build a new facility. During the March, 2002 school board meeting the board approved the construction of a new facility to be ready for the 2002/2003 season. However, due to inclement weather this facility is not completed. The construction should be completed for the 2003/2004 softball season.
 An explanation (status report) is needed for all are identified as items for correction. This form shall b 	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. This form shall be typed.	or correction as well as all areas currently
Principal's Signature: Jurginic Aminia Munt	Mund Date: ilisis. All rights reserved.	4-7-03

KHSAA

STATUS REPORT FOR CORRECTIVE ACTIONS 2002-2003 EAST CARTER HIGH SCHOOL

There were two items listed on the Title IX Corrective Action Plan for 2002-2003.

- 1. East Carter High School held nine Girls' Basketball during prime time in the 2002/2003 season.
- 2. Construction was begun on new softball facilities for our school. Due to inclement weather the facility was not completed. The projected date is prior to the beginning of the 2003/2004 season.

KHSAA	
Kentucky High School Athletic Associatio	n

2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY
Summary of Student Responses
School Name: East Carter High School
School Enrollment: 686
Date: 3403
Completed By: Virginia Murphy

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.

566 Number of Surveys 561 Total Returned **9-12** Grades Surveyed

How Was The Survey Administered? <u>Homeroom-by</u> <u>advisor</u> (e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

- 17 Cross Country (Girls)
- 15 Cross Country (Boys)
- **12** Field Hockey (Girls)
- 122. Football (Boys)
- 12 Golf (Girls)
- **22.** Golf (Boys)
- 61 Soccer (Girls)
- 38 Soccer (Boys)
- **49** Volleyball (Girls)
- 15 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

- **45** Basketball (Girls)
- **8** Basketball (Boys)
- **<u>41</u>** Gymnastics (Girls)
- 14 Indoor Track (Girls)
- Indoor Track (Boys)
- 41 Swimming & Diving (Girls)
- 23 Swimming & Diving (Boys) /
- **36** Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

34Baseball (Boys)17Fast Pitch Softball (Girls)7Slow Pitch Softball (Girls)11Tennis (Girls)9Tennis (Boys)40Track (Girls)58Track (Boys)

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

Name of Sport	Number of Students Interested In
<u>^</u>	Participating
Swimming	<u> </u>
hacrosse '	10
Boxing	11
Hockey	<u> </u>
Girls' Football	8
Bowling	5
Basebal	5
Softball	5
Dance	5

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

Sport	Number
Sport Indoor Soccer	11
Football	6
Basketball	8
Track	3
Golf	3
Hockey	2

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

Sport	Number
Lacrosse	ID
Swimming	<u> </u>
Boving	
Girls' Football	<u> </u>
Specer	<u> </u>
Baseball	9
Basketball	33
Football	11
Volleyball	13
Softball	38
Roller Hockey	8
4	Summary Page No. 2

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

Sport	Number
Basketball	16
Indoor Soccer	14
Football	10
Baseball	
Paintball	9
Soccer	8
Softball	9
Golf	φ

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

Response	Number
103 I don't ha 21 The practing 26 The sport 10 It's too ex 10 I prefer to 36 Working 80 Other	ice schedules and game times are inconvenient I like isn't offered
rallies, etc.; Better fac Support; Provide tran more; Encourage J	ge participation <u>Better Selection; More Sthool Spirit - pep</u> <u>ilities; More flevibles Schedule; More timancial</u> <u>sportation to & from games; Advertise</u> <u>sourticipation</u> : Games during School time; <u>re interaction with coaches</u>
<u>Tingina</u> Mu Principal & Signature	yhy 4-7-03 Date

Summary Page No. 3