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: Jenkins High School

Enclosed please find a copy of Form T-65, <u>The 2002-2003 Annual Report Forms 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 28, 2003

RE: 2003 Title IX Forms Submission

School Jenkir		Reviewed by		

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.

Leading Checklist of Forms properly submitted in a satisfactory manner:

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

# II. Status

A Y	2002 – 2003 Forms are satisfactory and no further information or action is necessary at this time.
B: 1	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> <li>Presently, according to the information submitted, the school is not in compliance with any of the three-prong test.</li> </ul>
	In view of the survey response, it appears that there is sufficient interest in volleyball.
	The boys have an advantage in Accommodations of Interest and Abilities. This was not properly addressed on Form T-41 or the Corrective Action Plan.



### 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		. 1	;
			Reviewed by	1 /////	Parter

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.

# 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)	7	T-63 (Interscholastic Survey Results)

### II. Status

A.	2002-2003 Forms are satisfactory and no further information or action is necessary at this
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: Traintly occording to the information submitted the school is Real incompliance with one of the three proof test. In view of the survey transferme it appears their is buggerent interest in molleyall; The Boys Than an activating in accommodation
	I site of the corntive action plan





# 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 _	Jenkins	V 1	High School,	Jeni	Kins	, Kentucky
certifies to the Ker facts surrounding o	(Name of Hig ntucky High Sch compliance with	h School) ool Athletic Assoc 20 U.S.C. Sections	iation that the	following is	an accurate and a	true representation of the
certify the foll Fitle IX file, an checked)	lowing provisi d to the best	ons in accordan of my knowledg	ce with reco	ords at the pleted the	school contain following task:	ned in the permanent s. (All boxes must be
Establishe attachmen	ed a gender en at if necessary)	quity committee	at the high	school. (lis	st committee p	personnel and provide
Harvey Tack Teresa Be Tan Tac Brian Jo Jonah To	tley Kett ntley Keft hnson äckett wiley	Address Jenkins, Ky	Phone 606 - 832 606 - 833 606 - 833 606 - 833 606 - 832 606 - 832	- 2184 - 4643 - 2489 - 2183 - 2489	Principal, Gi Teacher, Form Teacher, Bo	
Schedul September November April 9,	· 4, 2002	of three meetings	during the 20	002-2003 sc	hool year on th	e following dates:
Jerry Be Harvey Ta Name	ntley Kett	ing person(s) as the Athletic Direct Principal Title	for f.o. 1	Box 552 Box 552 Addres	Jenkins, Ky Jenkins, Ky s	666-833-3184 666-832-3184 Phone
reflected in the	he Corrective A dition to the ab o Title IX reco	action Plan.	the above re	ferenced scl	hool maintains	girls athletics program a complete permanent ctive action plans, and
Hawey	Jakett gnature Son	Dade School	L Agenta	2003	ignature	·

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

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

# **Participation Opportunities Test One**

### SAMPLE FORM

		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	429	52.1%	96	36.5%
Row 2	BOYS	394	47.9%	167	63.5%
Row 3	Totals	823	100%	263	100%

Instructions:

\*Number of 8<sup>th</sup> 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).
- 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%.
- 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 8<sup>th</sup> 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 8<sup>th</sup> grade students & below are included. 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:_	Date:	X
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# 2002-2003 ACCOMMODATION OF INTERESTS AND ABILITIES

# <u>SUMMARY PROGRAM CHART 1</u>

Participation Opportunities Test One

11.70.000		(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		46%	64	40%*
Row 2	BOYS	84	54%	9.7	60%*
Row 3	Totals	155	100%	1.0	100%

Instructions:

\*Number of 8<sup>th</sup> grade students & below used in Column 4 calculations if applicable: **37** 

- 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).
- 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%.
- 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.
- 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.

Principal's Signature: Anney Inchett Date: April 9, 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:	5	48	0	0	Supplement of the supplement o
	Row 2	j.v.:	3	Lo	0	0	
	Row 3	frosh:	NA		Access to the state of the stat	na spiraten esteratura en la comunicación esteratura este esteratura este este este este este este este est	
	Row 4	total:	8	64	0	0	
BOYS	Row 5	varsity:	6	70	0	0	dinibiriya da 2000 da daqir Markiya taray bashirida
	Row 6	j.v.:	3	18	0	0	
	Row 7	frosh:	NA			A CONTRACTOR OF THE PROPERTY O	
	Row 8	total:	9	97	0	0	

- 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.
- 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.

Principal's Signature: Hawey Jackett Date: April 9 2013

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

<u>Participation Opportunities Test Three</u> For any question answered "YES" identify the respective sport(s).

	GIRLS		BOYS
	(Yes / No)		(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	is.	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?	Yes		No

Principal's Signature:	Howen	Judett	Date:	8 lial	2003
	· /			7	•

# 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:	5	48 .	75%
Row 2	j.v.:	3	16	25%
Row 3	frosh:	0	0	0%
Row 4	total:		64	100%
Boys				
Row 5	varsity:	6	79	81%
Row 6	j.v.:	3	18	19%
Row 7	frosh:	0	O	0%
Row 8	total:		97	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: Hawey Jacket Date: Opul 8 2003

KHSAA Form T35 REV. 10/02

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

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<sup>1.</sup> 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 mugt be included in the expenditures total.

Principal's Signature: Wanter Specialists. All rights reserved. いまるか

Date: Agril & 2003

KHSAA Form T36 REV, 10/02

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

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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: Howar Jaco

Date: Organ 2003

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# Checklist - Overall Interscholastic Athletics Program

Areas of Compliance	i	ADVANTAGE TO on Internal Evalua column.)	
OPPORTUNITIES	GIRLS' PROGRAM	BOYS¹ PROGRAM	NEITHER PROGRAM
Accommodation of Interest and Abilities			<b>V</b>
BENEFITS	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
Equipment and Supplies			<b>√</b>
Scheduling of Games and Practice Time			
Travel and Per Diem Allowances		·	/
Coaching			V
Locker Rooms, Practice and Competitive Facilities	No Baseball  Field	·	
Medical and Training Facilities and Services		/	V
Publicity			
Support Services	·		V*
Athletic Scholarships	NR	NA	NA
Tutoring			V
Housing and Dining Facilities and Services			
Recruitment of Student Athletes	NA	NA	NA

Principal's Signature:	Haven	Sacheth	Date: N	Phia	2003
	a				)

School Name: Jehkins High
School Year: 3002-03
Principal's Signature: Name In June 17, 7003

2002-2003 TITLE IX

# ORRECTIVE ACTION PLAN

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

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORR
We feel that we are in compliance		
With Title IA issues. It is possible		
that we may not have enough males to participate in Football to offer Football.		
With Only 155 students in High Shast		
the numbers.		

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 are



# 2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses
School Name: Jenkins Middle High
School Enrollment: \[ \sum_{55} \]
Date: 4403
Completed By: Jerry W. Bentley A.D.
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.
1111 Name of Garage
Number of Surveys  105 Total Returned
8,4,10,11 Grades Surveyed
How Was The Survey Administered? During Home Youm
(e.g. was it given in all English classes, or all home rooms, or advisee/advisor?)
Fall Sports (List Total Number of Participation Responses)
Cross Country (Girls)
Cross Country (Boys)
5 Field Hockey (Girls)
Football (Boys)
Golf (Girls)
J3 Golf (Boys)
16 Soccer (Girls)
g Soccer (Boys)
· · · · · · · · · · · · · · · · · · ·
Volleyball (Boys)
Winter Sport (List Total Number of Participation Responses)
33 Basketball (Girls)
Basketball (Boys)
· · · · · · · · · · · · · · · · · · ·
Omnastics (Girls)
Indoor Track (Girls)
7 Indoor Track (Boys)
15 Swimming & Diving (Girls)
Swimming & Diving (Boys)
Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses) Baseball (Boys) Fast Pitch Softball (Girls) Slow Pitch Softball (Girls) Tennis (Girls) Tennis (Boys) 15 Track (Girls) // Track (Boys)

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

Name of Sport		Number of Students Interested In
Girls Volley ball	9	Participating
Swimming	9	
Tenni's	3	
50CCer	10	
Weightlifting	4	
Cheerleading	2	
***************************************		
		· · ·

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

Sport Football	3	<u>Number</u>
Rasketball		
Baseball		
Volleyball	3	
t.		

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

Sport,		Number
Volleyhall	10	
Swimming	5	
Soccer	5	
Baskethall	5	N N N N N N N N N N N N N N N N N N N
Tennis	8	
Flog Funthall	2	
7		

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

Sport	Number
Besketball	12
moto cross	7
Soccer	2
5 Kateloonding	Į.
7	

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

F	Response	Number		
	I don't have time The practice sched The sport I like isr It's too expensive	ities such as band, choru lules and game times are n't offered ate in club or intramural	e inconvenient	-
B	stions to encourage partic			
Hawey Principal's Sign	Inchest		4/8/03	