

Enclosed please find a copy of Form T-65, The 2002-2003 Annual Report Foms Checklist. In addition, you may find an attachment with corrected coples 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 DeVines, Commissioner Lary Boucher, Executive Assistant Commissioner fof 2
DATE July 2, 2003

RE: 2003 Title IX Forms Submission

| School | Muhlenberg North High School | Reviewed by | Phyllis Catlett |
| :---: | :---: | :---: | :---: |

The following is a status report regarding the required 2002-2003 Titte 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. Checkist of Forms properly submitted in a satisfactory manner:

| $\checkmark$ | GE 19 (Annual Verification) | $\checkmark$ | T-35 (Budget Expenses) |  |
| :---: | :---: | :---: | :---: | :---: |
| $\checkmark$ | T-1 (Summary Program Chart 1) | $\checkmark$ | T-36 (Budget Expenses) |  |
| $\checkmark$ | T-2 (Summary Program Chart2) | $\checkmark$ | T-41 (Checklist-Overall hiterscholastic Program) |  |
| $\checkmark$ | T-3 (Summary Program Chart 3 ) | $\checkmark$ | T-60 (Corrective Action Plan) |  |
| r | T-4 (Summay Program Chart 4) | r | T-63 (Interscholastic Survey Results) |  |

11.) Status

| A |  | 2002 - 2003 Forms are satisfactory and no further information or action is necessary at this time. |
| :---: | :---: | :---: |
|  |  | 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 submited by school representatives, |
|  |  | Other Recommendation and Comments: <br> - It is recommended that students be placed on the Gender Equity Review Committee. <br> - It is suggested that students be surveyed in grades $8-11$ rather than 9-12. The survey shows strong interest in volleyball. This was not indicated on Form T-3 question number 3. Excellent response on the student survey $(96 \%)$ |

## MEMORANDUM

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


Re: 2003 Title XX Forms Submission
:


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

| $\checkmark$ | GE 19 (Annual Verification) | - | T-35 (Budget Expenses) |
| :---: | :---: | :---: | :---: |
| L | T-1 (Summary Program Chart 1) | , | T-36 (Budget Expenses) |
| , | T-2 (Summary Program Chart 2) |  | T-41 (Checkdist - Overall Interscholastic Program) |
| < | T-3 (Summary Program Chart 3) | - | T-60 (Corrective Action Plan) |
| 7 | T-4 (Summary Programi Chart 4) | 2 | T 63 (hierscholastic Suvey Resuba) |

II. Status


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

 (Name of High School) $\qquad$ , Kentucky (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)
 Phillip Oliver 151 Mayhugh Lane Cir ran 270-754-2604 Assr. Football Coach/Teacher Beth Travis.. 234 Norman circle bvilit $^{270-338-2020 \quad \text { Girls' soccer coach }}$ Kay Bayes 117 Magnolia Centrality 270-754-3561 Parent Brad Phipps 301 N. S4 St. Central City 270754.9692 Softball coach/Teacher Johnkirtley 103 Magnolia Centrality $270-754-5334$ Doys'socach/Teacher Coach/Track $\square$ Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates: Aug 22, 2002
Nov. 6, 2002
Jan. 14, 2002
0 Designated the following persons) as the Title IX coordinator for the school/district:

$\square$ 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.


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

## Participation Opportunities Test One

|  | Program | Enrollment | Percentage of <br> Total <br> Enrollment | Number of <br> Interscholastic <br> Participants <br> (double and <br> triple count) | Percentage of <br> Total <br> Participation |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Row 1 | GIRLS | 412 | $54.3 \%$ | 175 | $46.5 \%$ |
| Row 2 | BOYS | 347 | $45.7 \%$ | 201 | $53.5 \%$ |
| Row 3 | Totals | 759 | $100 \%$ | 376 | $100 \%$ |

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

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 $8^{\text {th }}$ 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 $8^{\text {th }}$ 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: Demmmq Ni Ureneat Date: Quail 8, 2003

[^0]
## 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 <br> Participation <br> By Sex Added <br> in Last 5 <br> Years |
| GIRLS | Row 1 <br> Row 2 <br> Row 3 <br> Row 4 | varsity: | 8 | 94 | 2 | 51 | 45tux |
|  |  | j.v.: | 3 | 55 | 0 | 0 | - |
|  |  | frosh: | 2 | 26 | 0 | 0 |  |
|  |  | total: | 13 | 175 | 2 | 51 | $29.1 \%$ |
| BOYS | Row 5 | varsity: | 8 | 100 | 1 | 4 | $\sqrt{6 m y}$ |
|  | Row 6 <br> Row 7 | j.v.: | 5 | 77 | 1 | 31 |  |
|  |  | frosh: | 2 | 24 | 1 | 15 |  |
|  | Row 8 | total: | 15 | 201 | 3 | 50 | 24.9\% |

1) For Column 1, tist 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 tive 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: Eemmm piDemeet Date: cypie 8, 2003

## SUMMARY PROGRAM CHART 3

Participation Opportunities Test Three
For any question answered "YES" identify the respective sports).


Principal's Signature:
 Date:


## SUMMARY PROGRAM CHART 4

## Levels of Competition Test One

|  |  | Column 1 | Column 2 | Column 3 |
| :---: | :---: | :---: | :---: | :---: |
| Girls | $\begin{array}{\|l\|l\|} \hline \text { Team } \\ \text { Levels } \end{array}$ | Number of Teams Currently Offered | Number of Participants | $\begin{gathered} \text { Perceatage of } \\ \text { Particicipatsatat Each } \\ \text { Level } \end{gathered}$ |
| Row 1 | varsity: | 8 | 94 | 53.7\% |
| Row 2 | j.v: | 3 | 55 | 31.4\% |
| Row 3 | frosh: | 2 | 26 | 14.9\% |
| Row 4 | total: | - 13 | 175 | H0\%\% |
| $\frac{\text { Boys }}{\text { Row } 5}$ | varsity: |  |  |  |
|  |  | 8 | 100 | 49.8\% |
| Row 6 | j.v. | 5 | 77 | 38.3\% |
| Row7 | frosh: | 2 | 24 | 11.9\% |
| Row 8 | total: | 15 | 201 | H0wes |

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 Colurnn 3, Row 7.

Principal's signature: Demmun the Uement Date: apiel 8, 200 I
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| 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 | 600 | 400 | 800 | 700 | 60 | 60 | 750 | 750 |  |  |  |  |
| B track | 600 | 400 | 800 | 700 | 60 | 60 | 750 | 750 |  |  |  |  |
| G tennis | 1300 | 300 | 300 | 300 | 30 | 30 | 1125 | 1125 |  |  |  |  |
| B tennis | 1300 | 300 | 300 | 300 | 30 | 30 | 1125 | 1125 |  |  |  |  |
| $G$ volleyball |  |  |  |  |  |  |  |  |  |  |  |  |
| $B$ wrestling |  |  |  |  |  |  |  |  |  |  |  |  |
| G (list sport) |  |  |  |  |  |  |  |  |  |  |  |  |
| $B$ (football) | 1000 | 600 | 300 | 200 | 125 | 125 | 6800 | 6800 |  |  |  |  |
| G (list sport) |  |  |  |  |  |  |  |  |  |  |  |  |
| B (list sport) |  |  |  |  |  |  |  |  |  |  |  |  |

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.
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Checklist - Overall Interscholastic Athletics Program

| Areas of Compliance | ADVANTAGE TO <br> (Respond based on Internal Evaluation by checking <br> the appropriate column.) |  |  |
| :--- | :---: | :---: | :---: |
| OPPORTUNITIES | GIRLS' <br> PROGRAM | BOYS' <br> PROGRAM | NEITHER <br> PROGRAM |
| Accommodation of Interest and Abilities |  |  |  |
| BENEFITS | GIRLS' <br> PROGRAM | BOYS' <br> PROGRAM | NEITHER <br> PROGRAM |
| Equipment and Supplies |  |  |  |
| Scheduling of Games and Practice Time |  |  |  |
| Travel and Per Diem Allowances |  |  |  |
| Coaching |  |  |  |
| Locker Rooms, Practice <br> and Competitive Facilities |  |  |  |
| Medical and Training Facilities |  |  |  |
| and Services |  |  |  |



# 2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY 

Summary of Student Responses
School Name: Muhlenberg North
School Enrollment: $\qquad$
Date: $\qquad$ 759

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.
$\frac{645}{}$ Number of Surveys
$\frac{622}{9}$ Total Returned 9.10

How Was The Survey Administered? During STAR GRoups (Like homeroom) (egg. was it given in all English classes, or all home rooms, or advisee/advisor?)

Fall Sports (List Total Number of Participation Responses)

| $\frac{7}{7}$ | Cross Country (Girls) |
| :--- | :--- |
| 18 | Cross Country (Boys) |
| 7 | Field Hockey (Girls) |
| 85 | Football (Boys) |
| 9 | Golf (Girls) |
| 19 | Goof (Boys) |
| 52 | Soccer (Girls) |
| 33 | Soccer (Boys) |
| 104 | Volleyball (Girls) |
| 16 | Volleyball (Boys) |

Winter Sport (List Total Number of Participation Responses)

| $\frac{33}{28}$ | Basketball (Girls) |
| :--- | :--- |
| $\frac{58}{53}$ | Basketball (Boys) |
| Gymnastics (Girls) |  |
| 21 | Indoor Track (Girls) |
| 21 | Indoor Track (Boys) |
| $\frac{38}{}$ | Swimming \& Diving (Girls) |
| 14 | Swimming \& Diving (Boys) |
| 32 | Wrestling (Boys) |

Spring Sport (List Total Number of Participation Responses)
70 Baseball (Boys)
45 Fast Pitch Softball (Girls)
40 Slow Pitch Softball (Girls)
37 Tennis (Girls)
24 Tennis (Boys)
18 Track (Girls)
33 Track (Boys)

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


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


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



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

52 I prefer other activities such as band, chorus, etc.
11 I don't have time
20 The practice schedules and game times are inconvenient
37 The sport I like isn't offered
26 It's too expensive
29 I prefer to participate in club or intramural sports
79 Working
71 Other

Student Suggestions to encourage participation
more pep Rallies

To complete this form, indicate the intended area which ne eds 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 CORRECTIVEACTION |
| :---: | :---: | :---: |
| Softball facilities | Construct a storage bldg. <br> on the end of the dugout | Summer 2003 |
| Softball facilities | Add 1 Light to each pole <br> around the freld | Facl 2003 |
| Female participation | Encourage more girls to part- <br> ipate in sports and lor play more <br> than i sport. | onooing |
|  |  |  |
|  |  |  |

An explanation (status report) is needed for all areas identiffed previously as items for correction as well as all areas currently
identified as items for correction. This form shall be typed.
Date: $\operatorname{seg} 28,200$

DENNY R VINCENT
Principal
ROBBY DAVIS
Asst. Prin/Athletic Dir.
MARK EADES
Asst. Principal
NANCY STOVALL
Guidance Counselor
GayLe mills
Glidance Counselor

Greenville, KY 42345
Phone: (270) 338-0040
Fax: (270) 338-2442


## TITLE IX CORRECTIVE ACTION REPORT NOTES

- We intend to have meetings this spring and again in the fall to accurately determine the interest in girls' volleybal. The survey indicates that there may be sufficient interest to start a team. However, we attempted to start a team here 2-3 years ago after similar survey results and ended up with about 6 girls who would come to practice. If we feel there are enough girls with genuine interest, then we may start with girls' volleyball as an intramural sport and go from there.
* We have one cheerleading squad that cheers at each home game and each road game that is played in a neighboring county.
- The storage building for softball will be completed by this summer. Also, we have plans to add extra lights to the softball feld next year just as we did for soccer this year.
- Continue to encourage more girls to participate in athletics. We have added a swim team in hopes of accommodating more girls, in particular. There were 20-25 girls who had shown serious interest in swimming. However, after the team was started, only $5-6$ actually participated.
- The reason our percentages aren't as good as last year is because we added football this year. We don't yet know if varsity football will make it here next year.


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