



# Kentucky High School Athletic Association

2280 Executive Drive • Lexington, KY 40505 • www.khsaa.org • (859)299-5472 (859)293-5999 (fax)

To: Superintendent, Principal, and Athletic Director

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

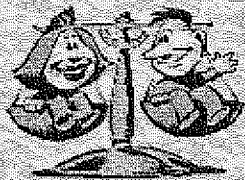
Date: August 13, 2003

Subject: 2002-2003 Annual Report Forms Submission

School: Rowan County High School

Enclosed please find a copy of Form T-65, The 2002-2003 Annual Report Forms Checklist. 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 *LB*

DATE: June 26, 2003

RE: 2003 Title IX Forms Submission

School	Rowan County High School	Reviewed by	Fran Edwards
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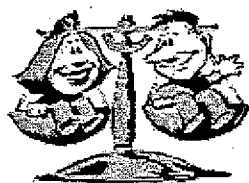
The following is a status report regarding the required 2002 - 2003 Title IX submission of forms due in to the KHSAA office by April 15, 2003. Appropriate audit personnel have reviewed these forms and the following is a summary of this review.

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:



**MEMORANDUM**

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

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

Date: JUNE 26 2003

Re: 2003 Title IX Forms Submission

School	<u>ROWAN COUNTY</u>	Reviewed by	<u>FRAN EDWARDS</u>
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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:

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<input checked="" type="checkbox"/>	T-1 (Summary Program Chart 1)	<input checked="" type="checkbox"/>	T-36 (Budget Expenses)
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II. Status

A.	<input checked="" type="checkbox"/>	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:

APR 02 2003



**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 Rowan County Senior High School, Morehead, Kentucky certifies to the Kentucky High School Athletic Association that the following is an accurate and true representation of the facts surrounding compliance with Title 20, U.S.C. Titles 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
Judy Cain	121 East Second Street	(606) 784-8928	Assistant Superintendent
Bill Redwine	121 East Second Street	(606) 784-8928	Vice Chairman Rowan County Board of Education
Tom Daughtery	121 East Second Street	(606) 784-8928	Director of Pupil Personnel
Martin Voiers	499 Viking Drive	(606) 784-8956	RCSHS Principal
Don Daniel	499 Viking Drive	(606) 784-8956	RCSHS Boy's Basketball Coach
Ron Gruber	499 Viking Drive	(606) 784-8956	RCSHS Athletics Director
Peggy Jones	499 Viking Drive	(606) 784-8956	RCSHS Assistant Softball Coach
Tammy Collins	499 Viking Drive	(606) 784-8956	RCSHS Girl's Basketball Coach
Brittany Jones	499 Viking Drive	(606) 784-8956	RCSHS Student Athlete
Ray Ginter	415 West Sun Street	(606) 784-8911	RCMS Assistant Principal

- Scheduled a minimum of three meetings during the 2002-2003 school year on the following dates:  
August 13, 2002  
November 12, 2002  
April 1, 2003

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

Judy Cain/Tom Daughtery Asst. Superintendent/DPP 121 E. Second Street (606) 784-8928  
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.

Martin Y. Jones  
Principal's Signature

April 1 2003  
Date

D. K. [Signature]  
Superintendent Signature

Harry Calderin  
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	413	48	171	38%
Row 2	BOYS	441	52	283	62%
Row 3	Totals	854	100%	454	100%

Instructions:

\*Number of 8<sup>th</sup> grade students & below used in Column 4 calculations if applicable: 16

- 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<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 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: Martin H. Jones Date: 4-01-2003

**2002-2003**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 2**

KHSAA  
 Form T2  
 Rev. 9/02

**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
<b>GIRLS</b>	Row 1	varsity:	9	98	1	2	
	Row 2	j.v.:	4	49	0	0	
	Row 3	frosh:	2	24	1	8	
	Row 4	total:	15	171	2	10	6%
<b>BOYS</b>	Row 5	varsity:	9	177	1	0	
	Row 6	j.v.:	4	74	0	0	
	Row 7	frosh:	2	32	0	0	
	Row 8	total:	15	283	1	0	0%

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

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

Principal's Signature: Martin L. Jones Date: 4-01-2003

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

KHSAA  
 Form T3  
 Rev. 9/02

**Participation Opportunities Test Three**

For any question answered "YES" identify the respective sport(s).

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

Principal's Signature: Martin H. Jovan Date: 4-01-2003

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

**Levels of Competition Test One**

		<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<b>Girls</b>	<b>Team Levels</b>	<b>Number of Teams Currently Offered</b>	<b>Number of Participants</b>	<b>Percentage of Participants at Each Level</b>
<b>Row 1</b>	<b>varsity:</b>	<b>9</b>	<b>98</b>	<b>57%</b>
<b>Row 2</b>	<b>j.v.:</b>	<b>4</b>	<b>49</b>	<b>29%</b>
<b>Row 3</b>	<b>frosh:</b>	<b>2</b>	<b>24</b>	<b>14%</b>
<b>Row 4</b>	<b>total:</b>		<b>171</b>	<b>100%</b>
<b>Boys</b>				
<b>Row 5</b>	<b>varsity:</b>	<b>9</b>	<b>177</b>	<b>63</b>
<b>Row 6</b>	<b>j.v.:</b>	<b>4</b>	<b>74</b>	<b>26</b>
<b>Row 7</b>	<b>frosh:</b>	<b>2</b>	<b>32</b>	<b>11</b>
<b>Row 8</b>	<b>total:</b>		<b>283</b>	<b>100%</b>

- 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: Martin H. Jones Date: 4-01-2003



**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	0	\$4437.31	0	0	0	\$11653.92	\$11653.92	0	0	0	0	\$674.11
B basketball	0	\$12171.47	0	0	0	\$10329.40	\$10329.40	0	0	0	0	\$850.00
G softball	0	\$2910.00	0	\$1200.00	0	\$8452.30	\$8452.30	0	\$5,000	0	0	0
B baseball	0	\$6172.95	0	\$1672.78	0	\$8708.43	\$8708.43	0	\$3,500	0	0	\$838.00
G cross country	0	\$428.80	0	0	0	\$2689.37	\$2689.37	0	0	0	0	0
B cross country	0	0	0	\$50.72	0	\$3201.63	\$3201.63	0	0	0	0	0
G golf	0	\$417.00	0	0	0	\$1613.62	\$1613.62	0	0	0	0	0
B golf	0	\$983.17	0	\$195	0	\$1613.62	\$1613.62	0	0	0	0	0
G soccer	0	\$4166.25	0	\$218.16	0	\$7299.71	\$7299.71	0	0	0	0	\$224.50
B soccer	0	\$3274.52	0	0	0	\$6583.58	\$6583.58	0	0	0	0	\$224.50
G swimming	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
B swimming	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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: Martin H. Davis Date: 4-01-2003

**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	0	\$972.18	0	0	0	0	\$3585.82	\$3585.82	0	\$900	0	0
B track	0	\$1288.09	0	0	0	0	\$3585.82	\$3585.82	0	\$900	0	0
G tennis	0	\$170.63	0	0	0	0	\$2305.17	\$2305.17	0	0	0	0
B tennis	0	\$170.63	0	0	0	0	\$2305.17	\$2305.17	0	0	0	0
G volleyball	0	\$1929.67	0	0	0	0	\$3329.69	\$3329.69	0	0	0	0
B (football)	0	\$15037.19	0	\$714.54	0	\$1933.50	\$13098.77	\$13098.77	0	0	0	\$771.30
G (list sport)	-	-	-	-	-	-	-	-	-	-	-	-
B wrestling	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
G (list sport)	-	-	-	-	-	-	-	-	-	-	-	-
B (list sport)	-	-	-	-	-	-	-	-	-	-	-	-

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Principal's Signature: \_\_\_\_\_

*Mattie Johnson*

Date: \_\_\_\_\_

4-01-2003

## 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.)		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
<b>OPPORTUNITIES</b>			
Accommodation of Interest and Abilities			X
<b>BENEFITS</b>			
Equipment and Supplies			X
Scheduling of Games and Practice Time			X
Travel and Per Diem Allowances			X
Coaching			X
Locker Rooms, Practice and Competitive Facilities		X	
Medical and Training Facilities and Services			X
Publicity			X
Support Services			X
Athletic Scholarships			N/A
Tutoring			X
Housing and Dining Facilities and Services			N/A
Recruitment of Student Athletes			N/A

Principal's Signature: \_\_\_\_\_

Martin G. Jeein

Date: \_\_\_\_\_

4-01-2003

School Name: Rowan County Senior High School  
 School Year: 2002-2003  
 Principal's Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**2002-2003**  
**TITLE IX**  
**CORRECTIVE ACTION PLAN**

To complete this form, indicate the intended area which needs corrective action, the suggested change and time table for implementation. You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2002.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
Female sports locker room space	Committee will continue to develop a plan for construction of facility to include additional locker room space	Continued development 2002-2003
Develop written policy for purchase of athletic uniforms	Policy for 5 year purchase rotation was implemented during the 2001-2002 school year.	On going
Coaches Stipends	Stipends in similar sports were equalized	On going
Softball Facility	Dugouts were added in 2001. Press box construction is still under consideration.	Dugouts completed in 2001. Press box completed 2003.
Weight room Schedule	Weight room times were assigned to sports upon request.	Official duty of Strength and Conditioning Coach Beginning February 2003
Policy for display of awards and trophies	Written policy in place	On going
Improve administrative oversight of athletic budgets and expenditures	Booster groups made aware of financial reporting responsibilities. Semi - annual meetings with booster clubs to discuss responsibilities	Continuing 2002-2003
Discussion of General Equity Issues and Athletic Policies and Procedures	Development of Athletic Council including Booster Representatives, Coaches, and School Administration	Begin in 2003-2004 School year
Coaching experience for female sports	Continue to seek experienced candidates for girl's assistant and head coaching positions.	Ongoing as vacancies occur

• 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.

Principal's Signature: Martin J. Davis Date: 4-01-2003

## 2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

### Summary of Student Responses

School Name: Rowan County Senior High School

School Enrollment: 854

Date: March 26, 2003

Completed By: Ronald Gruber

#### 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.

655 Number of Surveys

332 Total Returned

9,10,11 Grades Surveyed

How Was The Survey Administered? Home rooms (9-11)

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

#### Fall Sports (List Total Number of Participation Responses)

12 Cross Country (Girls)

7 Cross Country (Boys)

5 Field Hockey (Girls)

61 Football (Boys)

7 Golf (Girls)

12 Golf (Boys)

34 Soccer (Girls)

23 Soccer (Boys)

51 Volleyball (Girls)

21 Volleyball (Boys)

#### Winter Sport (List Total Number of Participation Responses)

25 Basketball (Girls)

48 Basketball (Boys)

24 Gymnastics (Girls)

24 Indoor Track (Girls)

24 Indoor Track (Boys)

33 Swimming & Diving (Girls)

13 Swimming & Diving (Boys)

32 Wrestling (Boys)



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

<u>Sport</u>	<u>Number</u>
Gymnastics	10
Basketball	20
Baseball	15
Kick Boxing	5
Skating	5
Pool	10

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

<u>Response</u>	<u>Number</u>
-----------------	---------------

- 10 I prefer other activities such as band, chorus, etc.
- 51 I don't have time
- 14 The practice schedules and game times are inconvenient
- 17 The sport I like isn't offered
- 7 It's too expensive
- 5 I prefer to participate in club or intramural sports
- 34 Working
- 24 Other

Student Suggestions to encourage participation

Make cheerleading a sport, more pep rallies, less summer practice, get more equipment,

Give more time for homework, provide transportation, feasible practice times.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Martin H. Josen  
Principal's Signature

4-01-2003  
Date