




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 

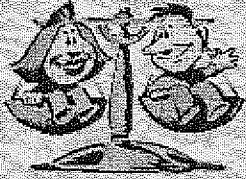
Date: August 29, 2003

Subject: 2002-2003 Annual Report Forms Submission

School: Russellville 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: August 29, 2003

RE: 2003 Title IX Forms Submission

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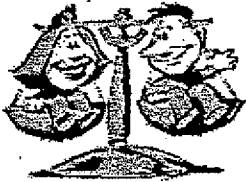
The following is a status report regarding the required 2002 - 2003 Title IX submission of forms due in to the KHSAA office by April 15, 2003. Appropriate audit personnel have reviewed these forms and the following is a summary of this review.

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

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

II. Status

A.	✓	2002 - 2003 Forms are satisfactory and no further information or action is necessary at this time.
B.		Errors have been noted with respect to the following forms and corrected copies are being returned to you for placement in your Title IX file to ensure proper submission in the future.
C.		The following forms were omitted and must be submitted by school representatives.
D.	✓	Other Recommendation and Comments: <ul style="list-style-type: none"> All calculations appear to be correct and report data appears satisfactory at this time. It is suggested by the KHSAA that all schools have student representation on the Gender Equity Review Committee, and that they be active members of the Committee.



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

Date: August 29, 2003

Re: 2003 Title IX Forms Submission

School	RUSSELLVILLE High	Reviewed by	GARY W. LAWSON
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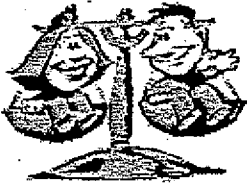
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Larry Boucher, Assistant Commissioner

Date: August 29, 2003

Re: 2003 Title IX Forms Submission

School	RUSSELLVILLE High	Reviewed by	GARY W. LAWSON
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**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 Russellville High School, Russellville, Kentucky
(Name of High School) (City)

certifies to the Kentucky High School Athletic Association that the following is an accurate and true representation of the facts surrounding compliance with 20 U.S.C. Sections 1681-1688, et. Seq. (also known as Title IX)

I certify the following provisions in accordance with records at the school contained in the permanent Title IX file, and to the best of my knowledge have completed the following tasks. (All boxes must be checked)

Established a gender equity committee at the high school. (list committee personnel and provide attachment if necessary)

Name	Address	Phone	Title
<u>Sharyn Bailey</u>	<u>1068 St. Andrews</u>	<u>781-2281</u>	<u>Assistant Principal</u>
<u>Jim Austin</u>	<u>2995 Highland Lick</u>	<u>277-9122</u>	<u>Girls Basketball</u>
<u>Suzanne Cecil</u>	<u>959 Morgantown Rd</u>	<u>843-8066</u>	<u>Tennis Coach</u>
<u>Lou Kendall</u>		<u>726-8425</u>	<u>Boys Baseball Coach</u>
<u>Paulette Smith</u>	<u>592 Guion Street</u>	<u>726-9591</u>	<u>Parent</u>
<u>Kim Swift</u>	<u>3062 Lewisburg Rd</u>	<u>726-7500</u>	<u>Boys Basketball</u>
<u>Tom Thompson</u>	<u>506 E. 6th St</u>	<u>726-2218</u>	<u>Girls Softball</u>
<u>Meca Quarles</u>	<u>4490 Nashville Rd</u>	<u>726-1869</u>	<u>Parent</u>

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

<u>10-16-02</u>	<u>Review of Process</u>
<u>2-4-03</u>	<u>Data Collection</u>
<u>4-1-03</u>	<u>Review Report</u>

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

<u>Kaye Wilking</u>	<u>Title IX Coordinator</u>	<u>355 South Summer</u>	<u>Russellville, KY</u>	<u>726-8405</u>
Name	Title	Address	42276	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.

Joe Light
Principal's Signature

4-4 2003
Date

Donna Preston
Superintendent Signature

[Signature]
School Board Chairpersons' Signature

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

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

KHSAA
 Form T1
 Rev. 9/02

Participation Opportunities Test One

As of 3-21-03

		(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	185	55	130	50%
Row 2	BOYS	153	45	130	50%
Row 3	Totals	338	100%	260	100%

Instructions:

*Number of 8th grade students & below used in Column 4 calculations if applicable: None

- 1) Determine the total number of girls enrolled, (place in Row 1, Column 1). Determine the total number of boys enrolled, (place in Row 2, Column 1).
- 2) Add the total number of girls and boys enrolled to determine total enrollment, (place in Row 3, Column 1).
- 3) Calculate the percentage of total enrollment that is female. (Divide Row 1, Column 1 by row 3, Column 1 and place in Row 1, Column 2.) Calculate the percentage of total enrollment that is male. (Divide Row 2, Column 1 by Row 3, Column 1 and place in Row 2, Column 2.) Note: Row 1, Column 2 plus Row 2, Column 2 should total 100%.
- 4) Ask the head coaches to review the most updated eligibility or squad lists for their teams. Ask coaches to confirm the names of those individuals who are on the team as of the first **date of competition**, and cross out the names of those who were cut from the team or quit the team prior to the first competitive event. Determine the total number of interscholastic athletics participants that are girls, (and place in Row 1, Column 3). In order to determine the total number of athletics participants, an individual should be counted each time he or she participates on a team. For example, if Jane Doe competes on the varsity volleyball team, the junior varsity volleyball team, the junior varsity basketball team, and the varsity softball team, she should be counted as four participants (**do not include club or intramural sports participants, cheerleaders, dance teams, or pom squads**). Calculate the same way for boys and girls. * In addition, should 8th grade students and below play on a Freshman, Junior Varsity, or Varsity team, they should also be counted for each team and sport on which they participate. If applicable, please asterisk the above notation as to how many 8th grade students & below are included in the totals. Using the same procedure, determine the total number of interscholastic athletic participants that are boys, (and place in Row 2, Column 3). Add Row 1, Column 3 plus Row 2, Column 3 to get total participants and place in Row 3, Column 3.
- 5) Calculate the percentage of female participation. (Row 1, Column 3 divided by Row 3, Column 3 and place in Row 1, Column 4.) Calculate the percentage of male participation. (Row 2, Column 3 divided by Row 3, Column 3 and place in Row 2, Column 4.) Note: Row 1, Column 4 plus Row 2, Column 4 should total 100%.

Note: While being within three percent is not a formal compliance standard; if the percent listed in Row 1, Column 4 is within 3% of Row 1, Column 2, then it provides a good target within which compliance is likely.

Principal's Signature: Joe Smith Date: 4-4-03

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	
GIRLS	Row 1	varsity:	5	110	1	10	
	Row 2	j.v.:	2	20	0	6	
	Row 3	frosh:	0	0	0	0	
	Row 4	total:	10	130	1	16	12%
BOYS	Row 5	varsity:	8	111	0	NA	
	Row 6	j.v.:	2	13	0	NA	
	Row 7	frosh:	1	6	0	NA	
	Row 8	total:	11	130	0	NA	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: Joe Light Date: 4-4-03

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

Participation Opportunities Test Three

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

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

Due to a small school population, it is difficult to field teams for current offerings. Most student athletes compete a varsity and/or JV due to lack of numbers.

Principal's Signature: Joe Siff Date: 4-4-03

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

Levels of Competition Test One

		Column 1	Column 2	Column 3
Girls	Team Levels	Number of Teams Currently Offered	Number of Participants	Percentage of Participants at Each Level
Row 1	varsity:	8	110	85%
Row 2	j.v.:	2	20	15%
Row 3	frosh:	0	0	0
Row 4	total:		130	100%
Boys				
Row 5	varsity:	8	111	85
Row 6	j.v.:	2	13	12
Row 7	frosh:	1	6	3
Row 8	total:		130	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: _____

Joe Light

Date: _____

4-4-03

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Note: If athletes compete at both JV and Varsity level, they are only counted as varsity.

**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		701.11		1,357.38		469		5,500		0		0
B basketball		1,259.30		1,357.20		450		5,500		0		0
G softball		4,403.31		805.80		0		3,500		100		0
B baseball		1,259		930		90		3,500		100		0
G cross country		0		0		0		0		0		0
B cross country		0		0		0		0		0		0
G golf		644		175.20		104		925		0		0
B golf		644		175.20		104		925		0		0
G soccer		196.74		304.20		31		1750		100		0
B soccer		196.74		304.20		31		1750		100		0
G swimming		0		461.13		0		750		0		0
B swimming		0		461.13		0		750		0		0

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.
4. Contributions go to General Athletic Fund
5. Booster club gives \$350 per team
6. Teams do individual fund raising activities
7. RHS has general athletic budget

Principal's Signature: *Jessie Smith* Date: 4-4-03

**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		469		39.13		1500		0		0
B track		0		469		39.13		1500		0		0
G tennis		0		492.69		83.24		1500		0		0
B tennis		0		492.69		83.24		1500		0		0
G volleyball		1,143.15		367.59		82.96		3,000		0		0
B wrestling		0		0		0		0		0		0
G (list sport)		0		0		0		0		0		0
B (football)		2,639.38		1,189.20		76		5500		375		0
G (list sport)		0		0		0		0		0		0
B (list sport)		0		0		0		0		0		0

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- Booster Club Funding/Contributions must be included in the expenditures total.

5. Soccer is Co-ed

Principal's Signature: *Joe J. [Signature]* Date: 4-4-03

2002-2003 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA
Form 141
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
OPPORTUNITIES			
Accommodation of Interest and Abilities			
BENEFITS	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
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			NA
Athletic Scholarships			NA
Tutoring			NA
Housing and Dining Facilities and Services			NA
Recruitment of Student Athletes			NA

Principal's Signature: _____

Joe Luyth

Date: _____

4-4-03

2002-2003 INTERSCHOLASTIC ATHLETICS SURVEY

Summary of Student Responses

School Name: Russellville High School

School Enrollment: 338

Date: 3-21-03

Completed By: Joe Light, Principal

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.

318 Number of Surveys

297 Total Returned

4 Grades Surveyed

How Was The Survey Administered? All homeroom - then collected

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

Fall Sports (List Total Number of Participation Responses)

16 Cross Country (Girls)

20 Cross Country (Boys)

 Field Hockey (Girls)

47 Football (Boys)

10 Golf (Girls)

8 Golf (Boys)

10 Soccer (Girls)

 Soccer (Boys)

40 Volleyball (Girls)

 Volleyball (Boys)

Winter Sport (List Total Number of Participation Responses)

51 Basketball (Girls)

16 Basketball (Boys)

35 Gymnastics (Girls)

4 Indoor Track (Girls)

4 Indoor Track (Boys)

5 Swimming & Diving (Girls)

 Swimming & Diving (Boys)

35 Wrestling (Boys)

Spring Sport (List Total Number of Participation Responses)

<u>12</u>	Baseball (Boys)
<u> </u>	Fast Pitch Softball (Girls)
<u> </u>	Slow Pitch Softball (Girls)
<u>11</u>	Tennis (Girls)
<u> 2</u>	Tennis (Boys)
<u>12</u>	Track (Girls)
<u>20</u>	Track (Boys)

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

Name of Sport	Number of Students Interested In Participating
wrestling	35
gymnastics	35
dance	7
indoor soccer	18
boys volleyball	9
_____	_____
_____	_____
_____	_____

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

<u>Sport</u>	<u>Number</u>
baseball	17
volleyball	25
_____	_____
_____	_____
_____	_____

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

<u>Sport</u>	<u>Number</u>
dodge ball	19
flag football	18
soccer	20
ping pong	12
_____	_____
_____	_____

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

<u>Sport</u>	<u>Number</u>
baseball	17
basketball	41
soccer	23

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

<u>Response</u>	<u>Number</u>
31 I prefer other activities such as band, chorus, etc.	
109 I don't have time	
The practice schedules and game times are inconvenient	
8 The sport I like isn't offered	
It's too expensive	
I prefer to participate in club or intramural sports	
38 Working	
3 Other	
too lazy	

Student Suggestions to encourage participation

have intra murel sports during the school day

Principal's Signature Joe Light Date 4-4-03

School Name: Russellville High School
 School Year: 2002-2003
 Principal's Signature: _____
 Date: 7 August 2003

**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, 2003.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
Track is unsafe. All events must be scheduled away.	Upgrade track. Resurface the track and repair items in need.	2003-2004 school year. Completed for use for the 2005 season/perhaps 2004.
Boys/Girls Tennis courts have no nets/area is in disrepair.	Buy and install new nets and make necessary repairs.	2003-2004 school year. Complete for use for the 2004 season.
Weight room is deficient of smaller weights for the ladies.	Buy 5, 10, 15 and 20 lb. hand weights for the smaller students	2003-2004 school year.
Universal machine is in bad shape/disrepair.	Refurbish the Universal Machine with new cables, pads, etc.	2003-2004 school year.
Cables and pulleys on all the weight machines need repair.	Replace cables and pulleys on all weight machines.	2003-2004 school year.
Football stadium needs repair/refurbishing.	General cleaning, painting and repair of stadium & equipment.	2003-2004 school year.
Softball field needs upkeep.	General refurbishment of the field, stands, dugouts, etc.	2003-2004 school year. Complete for the 2004 season.
Baseball field is in very poor condition.	Refurbish and maintain field, stands, dugouts, etc.	2003-2004 school year. Will be completed for the 2004 season.

■ 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: _____

Date: _____

8-7-2003