



# Kentucky High School Athletic Association

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

## MEMORANDUM

To: Superintendent, Principal, and Athletic Director  
Williamsburg Independent High School

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

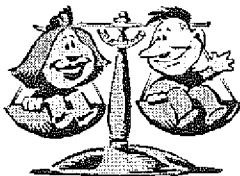
Date: May 7, 2007

Subject: 2006-2007 Title IX Annual Report Forms Submission

Enclosed please find a copy of Form T-65, the 2006-2007 KHSAA Title IX Annual Report Submission Status Report. 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 Team Members may have requested resubmission of some of the 2006-2007 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.



**KHSAA TITLE IX  
ANNUAL REPORT SUBMISSION  
STATUS REPORT  
2006-2007**

KHSAA  
Form T65 Revised 8/05

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

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

DATE: 4/20/2007

School	Williamsburg Ind. School	Reviewed by	Phyllis Catlett
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The following is a status report regarding the required 2006 - 2007 Title IX Annual Report submission of forms due into the KHSAA office by April 15, 2007. Appropriate KHSAA Audit Team personnel have reviewed these forms and the following is a summary of this review.

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

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

II. Status

A.		2006– 2007 Forms are satisfactory and no further information or action is necessary at this time.
B.	<b>X</b>	Errors have been noted with respect to the following forms: Place corrected Form T41 in the school Title IX folder for 2006-2007.
C.		The following forms were omitted and must be submitted by school representatives:
D.	<b>X</b>	Other Recommendation and Comments: According to the information submitted, the school is spending approximately \$199 per male athlete. The school recognized this disparity and has so noted it on the school correction plan. The auditor will monitor this benefit advantage on the 2007-2008 Annual Report. Presently the boys have an advantage in the area of support service, and this advantage was not indicated on Form T41.

## 2006-2007 KHSAA TITLE IX ATHLETICS AUDIT

KHSAA  
Form T41  
Rev. 10/06

### Checklist - Overall Interscholastic Athletics Program

**DIRECTIONS:**

For the Areas of Compliance (Opportunities and Benefits) listed on the left hand side of the page, place a checkmark under the appropriate column identifying whether your school provided an advantage to the Girls' Program, or to the Boys' Program or to Neither Program.

Areas of Compliance:	ADVANTAGE TO:		
	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	<del>X</del>
Athletic Scholarships	NA	NA	NA
Tutoring	AVAILABLE TO ALL STUDENTS-----		
Housing and Dining Facilities and Services	NA	NA	NA
Recruitment of Student Athletes	NA	NA	NA

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

Jay Mack

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

4/10/07



**KENTUCKY HIGH SCHOOL ATHLETIC ASSOCIATION**  
**2006-2007 ANNUAL VERIFICATION OF TITLE IX PROCEDURES**  
 (To be submitted by April 15, 2007 along with other required forms)

KHSAA Form GE19  
Rev. 10/06

The Williamsburg Ind. High School, Williamsburg, 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, at least one copy of which must be maintained in the Principal's office, 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
		(Supt., Principal, Student, Parent, Coach, Etc.)	

See Attached

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Scheduled a minimum of three meetings during the 2006-2007 school year on the following dates:

<u>August 15, 2006</u>	_____
<u>November 21, 2006</u>	_____
<u>February 13, 2007</u>	_____

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

<u>Gary Peters</u>	<u>Secondary Dean/AD</u>	<u>PO Box 2032 Williamsburg, KY</u>	<u>(606)549-6044 ext. 312</u>
Name	Title	Address	Phone

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

<u>Gary Peters</u>	<u>Secondary Dean/AD</u>	<u>PO Box 2032 Williamsburg KY</u>	<u>40769</u>	<u>(606)549-6044 ext312</u>
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.

Joy Mack  
Principal's Signature

4-10 2007  
Date

Dennis W. Boyd  
Superintendent Signature

[Signature]  
School Board Chairpersons' Signature

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

**2006-2007 Gender Equity Committee**

**Dennis Byrd  
PO Box 174  
Williamsburg, KY 40769  
549-2714  
Superintendent/Parent**

**Gary Peters  
PO Box 2032  
Williamsburg, KY 40769  
549-8401  
Dean/Athletic Director/Parent**

**Darrell Woods  
179 Mountain Street  
Williamsburg, KY 40769  
539-9448  
Teacher/Coach/Parent**

**Kim White  
62 West Woodside Drive  
Williamsburg, KY 40769  
549-9496  
Board Member/Parent**

**Sharon Apple  
71 Jimmy Hamilton Road  
Williamsburg, KY 40769  
549-4173  
Teacher/Parent**

**Kelly Bryant  
PO Box 1061  
Williamsburg, KY 40769  
549-8606  
Student/Athlete (12<sup>th</sup> grade female)**

**Steven Jeffries  
317 Main Street  
Williamsburg, KY 40769  
549-4540  
Student/Athlete (12<sup>th</sup> grade male)**

Handwritten signature and checkmarks. The signature is a cursive 'OK' with a checkmark above it. There are also two checkmarks, one to the left of the signature and one below it.

**Alex Roberts**  
**29 Rains Street**  
**Williamsburg, KY 40769**  
**Student/Athlete (11<sup>th</sup> grade female)** ✓

**Elias Abner**  
**1806 S Hwy 25**  
**Williamsburg, KY 40769**  
**Student/Athlete (11<sup>th</sup> grade male)** ✓

**2006-2007**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 1**

KHSAA  
 Form T1  
 Rev.10/06

**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	113	48.3	159	51.8
Row 2	BOYS	121	51.7	148	48.2
Row 3	Totals	234	100%	307	100%

Instructions:

\*Number of 8<sup>th</sup> grade students & below used in Column 3 and Column 4 calculations if applicable: 10

- 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).
- 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 regular season competition**, and cross out the names of those who were cut from the team or quit the team prior to the first regular season 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.
- 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: Jerry Mack Date: 4/10/07

OK

**2006-2007**  
**ACCOMMODATION OF INTERESTS AND ABILITIES**  
**SUMMARY PROGRAM CHART 2**

KHSAA  
Form T2  
Rev. 10/06

**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 Since the beginning of the 2002-2003 School Year	Number of Participants Added Since the beginning of the 2002-2003 School Year	Percent of Total Participation By Sex Added Since the beginning of the 2002-2003 School Year	
<b>GIRLS</b>	Row 1	varsity:	6	95	2	21	
	Row 2	j.v.:	3	54	1	10	
	Row 3	frosh:	1	10	1	10	
	Row 4	total:	10	1159	4	41	25.8
<b>BOYS</b>	Row 5	varsity:	6	91	0	0	
	Row 6	j.v.:	3	47	0	0	
	Row 7	frosh:	1	10	1	10	
	Row 8	total:	10	148	1	10	6.8

- 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: Joy MacL Date: 4/10/07



**2006-2007**  
**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 <u>not</u> currently offered, is there sufficient interest, based on your most recent Student Interest Survey, to form a viable interscholastic team based on student responses from the interscholastic survey? If yes, what sport?	NO		NO
2. For a sport currently offered at the varsity level only, is there sufficient interest, based on your most recent Student Interest Survey, to form a viable team for a junior varsity or freshman team that is not currently offered?	NO		NO
3. 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
4. For a sport currently offered at the junior varsity or freshman level is there sufficient interest, based on your most recent Student Interest Survey, to form a varsity team not currently offered?	NO		NO
5. If you answered YES to question (1), (2), (3), or (4), 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?	NA		NA

Principal's Signature: Joy Meade Date: 4/10/07

2006-2007  
**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:	6	95	59.7
Row 2	j.v.:	3	54	34.0
Row 3	frosh:	1	10	6.3
Row 4	total:		159	100%
Boys				
Row 5	varsity:	6	91	61.5
Row 6	j.v.:	3	47	31.8
Row 7	frosh:	1	10	6.7
Row 8	total:		148	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: Joy Mach Date: 4/10/07

**2006-2007  
ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART I  
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount required)		facilities improvements		publications (if sport-specific)	
	Expenditures		Expenditures		Expenditures		Expenditures		Expenditures		Expenditures	
	School	Booster	School	Booster	School	Booster	School	# of Coaches	School	Booster	School	Booster
G basketball	7000	7500	3500	5400	200	400	11900	3	5000	0	0	1900
B basketball	6000	1500	2900	1200	200	500	11900	2	5000	0	0	2000
G softball	5000	0	2100	0	100	0	2500	2	220000	0	0	0
B baseball	2300	4500	3000	700	200	700	2500	2	2500	1500	0	0
G cross country	500	0	900	0	100	0	700	1	0	0	0	0
B cross country	500	0	1000	0	100	0	700	1	0	0	0	0
G golf	500	1500	300	200	100	0	1100	1	600	0	0	0
B golf	500	0	400	0	100	0	1100	1	600	0	0	0
G soccer												
B soccer												
G swimming												
B swimming												

1. Total expenditures on T-35 and T-36 on the 2006-2007 year report due by April 15, 2007, should reflect the total monies spent (rounded off to nearest hundred) for the entire school year of 2005-2006 ending June 30, 2006.

2. Booster Club Funding/Contributions must be included in the above expenditures total. (Note: It is illegal for coaches to be paid by Booster Clubs Reference KHSAA Bylaw 27)

Principal's Signature: Jay Mack Date: 4/10/07  
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**ACTUAL EXPENDITURES - PROGRAM COMPARISON CHART 2  
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies		travel		awards		coaches' salaries (to include supplemental and extended employment; dollar amount required)			facilities improvements			publications (if sport-specific)		
	Expenditures		Expenditures		Expenditures		Expenditures			Expenditures			Expenditures		
	School	Booster	School	Booster	School	Booster	School	Booster	# of Coaches	School	Booster	School	Booster	School	Booster
G track	2500	0	1000	0	200	0	1700	0	1	0	0	0	0	0	0
B track	2500	0	1000	0	200	0	1700	0	1	0	0	0	0	0	0
G tennis	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
B tennis															
G volleyball															
B wrestling															
G (list sport)															
B football	15000	3800	1800	900	1000	1500	16500	3	5000	0	0	0	3000		
G (list sport)															
B (list sport)															

1. Total expenditures on T-35 and T-36 on the 2006-2007 year report due by April 15, 2007, should reflect the total monies spent (rounded off to nearest hundred) for the entire school year of 2005-2006 ending June 30, 2006.

2. Booster Club Funding/Contributions must be included in the above expenditures totals.

Indicate percentage of total expenditures for each gender: (If disparities are obvious, list on your Corrective Action Plan (T-60) what action you will take to correct the problem).

Gender	Expenditures	Percentage
Boys	\$ 108000	56%
Girls	\$ 84400	44%
<b>Total:</b>	<b>\$ 192400</b>	<b>100%</b>

Principal's Signature: Joy Macle Date: 4/10/07

**2006-2007 KHSAA TITLE IX ATHLETICS AUDIT**  
**Checklist - Overall Interscholastic Athletics Program**

KHSAA  
 Form T41  
 Rev. 10/06

**DIRECTIONS:**

For the Areas of Compliance (Opportunities and Benefits) listed on the left hand side of the page, place a checkmark under the appropriate column identifying whether your school provided an advantage to the Girls' Program, or to the Boys' Program or to Neither Program.

Areas of Compliance:	ADVANTAGE TO:		
	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	<del>X</del>
Athletic Scholarships	NA	NA	NA
Tutoring	AVAILABLE TO	ALL STUDENTS	-----
Housing and Dining Facilities and Services	NA	NA	NA
Recruitment of Student Athletes	NA	NA	NA

Principal's Signature: Jay Mack Date: 4/10/07

CORRECTIVE ACTION PLAN

**DIRECTIONS:**

1. For Column 1, indicate the intended area (Opportunities or Benefits) which needs corrective action in order to achieve gender equity. For Column 2, write the suggested change or activities that will correct the area in need of alteration. For Column 3, include the estimated completion date for the changes or activities.
2. It is possible to attain compliance with Title IX and no longer need "corrective" action. However, the KHSAA strongly encourages compliant schools to identify items for improvement (Column 1), activities to accomplish the improvement (Column 2) and a timetable for completion (Column 3) that will strengthen the athletic program.
3. You may copy this form as needed. Please attach corrective action plans along with audit forms and submit by April 15, 2007.

COLUMN 1	COLUMN 2	COLUMN 3
ITEM FOR CORRECTION/ IMPROVEMENT	SUGGESTED CHANGE/ ACTIVITIES	TIME TABLE FOR CORRECTIVE ACTION/ COMPLETION
Uniform purchase cycle	Arrange timetable so that 2 sports per year need uniform purchases	Beginning 2007-2008 school year
Athlete Department Handbook	Establish guidelines for all sports	Beginning 2007-2008 school year
Booster Clubs	Maintain regulatory control	On-going
Athletic Banquet Awards	Put limits on each sport - banquet plaque expenditure	Immediately
Expenditure Disparity	Better regulation of expenditures through AD to close gap	Immediately

Principal's Signature: Joy Mack

Date: 4/10/07