



Kentucky High School Athletic Association  
2280 Executive Drive • Lexington, KY 40505 • (859) 299-5472 • (859) 293-5999 (fax)

November 3, 2003

Ralph Kilgore, Principal  
East Ridge High School

Re: Title IX Visit

Dear Ralph Kilgore:

Pursuant to 702 KAR 7:065, the Kentucky High School Athletic Association has been directed to assist member schools in monitoring compliance with Title IX. Part of this assessment process includes reviewing the progress schools are making with their Gender Equity Review Committees and Title IX plans. KHSAA member schools will be visited this year, and subsequent years until every school has been visited. KHSAA Audit Staff members may be accompanied by KDE personnel on these visits.

We have scheduled **November 24<sup>th</sup>** as the audit date for **East Ridge** High School. The audit will begin at 2:30 P.M., and will consist of the following, in this order:

- The Principal or Athletic Director should be prepared to accompany the KHSAA auditors on a **tour of all athletic facilities**, including all locker rooms, all meeting rooms, coaches' offices, storage facilities, all practice and competition areas, and any other facility used by the athletic department. The KHSAA auditors will ask to see your **school's permanent Title IX file** upon their arrival.
- On display for the KHSAA auditors to review should be **examples of team uniforms** from each boys' and girls' athletic team.
- The KHSAA auditors will **meet with your school's Gender Equity Review Committee** at approximately 4:00 P.M. All committee members, if possible, should be in attendance, particularly your school's Title IX Coordinator. During this meeting, the KHSAA auditors will discuss your athletic program in detail. Your Gender Equity Review Committee should be prepared with pertinent information pertaining to your school's original 1999-2000 Audit Document and updated 2002-2003 Title IX forms.
- The KHSAA auditors will conduct a **public comment session at 6:00 P.M.** in your **Cafeteria** for the purpose of allowing any interested parties the opportunity to ask questions regarding gender equity and Title IX, as well as the overall athletics program at your school. Members of your administrative staff and representatives of your Title IX Committee should be present for this session. The KHSAA will alert the local media of this session in order to notify interested parties who may wish to attend.

Please contact Larry Boucher or Will Engle if you have further questions prior to the visit.

Sincerely,

A handwritten signature in cursive script that reads 'Larry Boucher'. The signature is written in black ink and is positioned above the typed name and title.

Larry Boucher  
Assistant Commissioner

xc: Frank Welch, Superintendent  
Kenneth O'Quinn, Athletic Director