

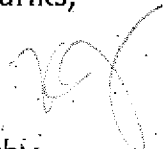
Date:

3/3/14

Please scan the following document and place in the Fairview High School Title IX file as response to the 1/12/14 Title IX school visit report.

Also, please send letter to Fairview High School stating that all information requested from the 1/12/14 Title IX school visit has been received. The information is satisfactory and no further action is necessary at this time:

Thanks,



Kathy

Fairview High School
Coaching Information
Information Valid for 2015-2016 School-Year

(KHSAA Recommendation 7.c)

Sport	Coach	Location	Salary
Football (35-50 athletes)	Head Coach	On-Campus	5,000.00
	Offensive Coordinator	On-Campus	2,500.00
	Defensive Coordinator	Off-Campus	2,500.00
	Special Teams Coordinator	Off-Campus	2,500.00
	Assistant Coach	Off-Campus	1,000.00
Boys Basketball (12-20 athletes)	Head Coach	On-Campus	5,000.00
	Assistant Coach	On-Campus	2,500.00
	Assistant Coach	On-Campus	2,500.00
	Assistant Coach	On-Campus	2,500.00
Girls Basketball (12-20 athletes)	Head Coach	Off-Campus	5,000.00
	Assistant Coach	On-Campus	2,500.00
	Assistant Coach	On-Campus	2,500.00
	Assistant Coach	Off-Campus	2,500.00
Baseball (15-20 athletes)	Head Coach	On-Campus	2,500.00
	Assistant Coach	Off-Campus	1,500.00
Softball (15-20 athletes)	Head Coach	On-Campus	2,500.00
	Assistant Coach	Off-Campus	1,500.00
Volleyball (15-20 athletes)	Head Coach	On-Campus	2,500.00
	Assistant Coach	On-Campus	1,500.00
Girls Track (10-15 athletes)	Head Coach	Off-Campus	2,500.00
	Assistant Coach	On-Campus	1,500.00
Boys Track (10-15 athletes)	Head Coach	Off-Campus	2,500.00
	Assistant Coach	On-Campus	1,500.00

Per Title IX Re-Visit Final Audit Report: Support Services- Please Submit to the KHSAA, no later than March 1, 2016, a description of the process and/or steps that have been put in place that would provide for administrative oversight and approval of spending so as to ensure overall equivalence in all benefit categories. Although previous spending overages have appeared to specifically be related to football, the process in place should be effective for all teams.

Fairview High School has put several procedural safeguards in place in the past three years in order to ensure overall equivalence in all benefit categories and to control spending from all activity accounts. The first course of action was to train all coaches and district personnel on the Kentucky Department of Education Red Book. A finance specialist with the Kentucky Education District Cooperation was brought in to conduct a Professional Development Training Session on proper procedures and guidelines that are outlined in the Red Book. This will be a district-wide yearly training and will be mandatory for all coaches once a year. Another course of action that was taken was placing a trained bookkeeper in every school building.

Fairview Independent Schools purchased STI Bookkeeper, a computer based program that our in-house bookkeepers are trained on and using to keep track of all spending from activity accounts. All purchase orders must be entered through this program in order to keep running records of each activity account. The athletic director receives monthly records from each sport that include all receipts as well as a balance.

There is a very strict procedure in place for athletic teams who are purchasing items. The high school principal must sign all purchase orders after they have been turned in to the athletic director. The athletic director must approve the purchases to ensure that spending is in compliance with Title IX. The purchase order may be turned in with an estimated price. Once approved and signed by the high school principal, the purchase order is sent to the bookkeeper who opens a purchase order number in STI. Once the school receives the invoice for the order, the open purchase order is paid and closed.

All sports teams must work with the athletic director to create a working expenditure budget at the beginning of the school year in order to get an estimated amount of money that each program anticipates spending to run their season. This budget includes transportation, uniforms, equipment, team gear, tournament entry fees, facility maintenance, officials, and awards.

Items are purchased on a necessity basis. Safety items are always a first priority. Coaches may decide what each of their programs need/require and submit those items to be purchased as part of their operating budgets. The athletic director and the principal have the final say on what is purchased. As far as uniforms, the athletic director has created a uniform rotation schedule with like sports being on the same rotation.

Fundraising procedures have also been put into place to allow all sports multiple opportunities to raise money for their programs. It is the goal that all activity accounts will be self-sufficient without any monies given from the Fairview Board of Education. The gate proceeds of football games have been redirected to help support non-revenue sports. Before the football season, the high school principal and athletic director will determine two football gates that will be put in a general athletic fund. This money will then be used to pay for travel and equipment expenses for non-revenue sports. It will also be used to pay for items that benefit the entire athletic department.