

Kentucky High School Athletic Association

February 4, 2005

Mr. Jeffery Perkins
4180 Georgetown Rd.
Owenton, KY 40359

Wall:
Please file
JMB
5-6-05

title IX

Dear Mr. Perkins:

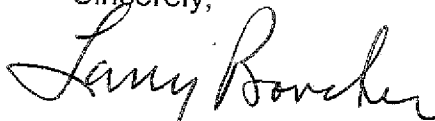
I am in receipt of your letter indicating several allegations regarding Title IX issues at Owen County High School. Certainly your accusations are of a concern to the Kentucky High School Athletic Association. In that light, we will review the annual information submitted for the last three years by Owen County High School. In addition, I will schedule an on-site Title IX re-visit with Owen County High School prior to the close of the 2004-05 school year.

Some of the allegations referred to in your correspondence do not fall under the jurisdiction of the KHSAA. I would suspect that there will be adequate explanations to the issues you raise once Owen County High School is provided an opportunity to address them. Any concerns you might have with several of these matters might be more appropriately referred to the Kentucky Department of Education.

I am forwarding a copy of my correspondence to you to the Owen County school administration. Thank you for your letter and your efforts to ensure gender equity in high school athletics.

C: Supt. Mark Cleveland
Principal Beth Johnson
AD Gran Mefford

Sincerely,



Larry Boucher
Assistant Commissioner

Dec. 20, 2004

Larry Boucher / Assistant Commissioner
KHSAA
2280 Executive Drive
Lexington, Ky. 40505

Dear Sir,

It is with regret and a great deal of frustration that we write this letter. However, we believe that a major problem exist with the booster club for the Owen Co. High Boy's Basketball Team. We have exhausted all avenues on the local level to try and resolve this situation and so we feel we need to turn to you for assistance.

Mr. Gram Mefford has solely run the booster club (known as the Running Rebels Hoops Club) for years. During this time as president, Mr. Mefford has been and is still Athletic Director and Head Basketball Coach.

Nov. 8, 2004 we submitted an Open Records request to Principal Beth Johnson and the SBDM council for five (5) years of financial records that the booster club is required to submit on monthly and annual basics.

As we studied these records, we discovered what we believe to be illegal and fraudulent activities by Mr. Mefford. The following are some examples.

- 1) People listed as officers who had no ideal they were officers.
- 2) No records of where money came from.
- 3) Payment made for hotel rooms.
- 4) State tournament tickets purchased.
- 5) Several cash withdraws.
- 6) Payments made to Asst. Coaches
- 7) Payments made to personal credit card.
- 8) Over 30% of the records that are required, to be reported are missing.

State law and Board Policy mandates that a booster club must submit a list of officers, annual statement, a financial report by July 25th of each year and a monthly expense report.

When we took this information to Principal Beth Johnson and Supt. Mark Cleveland we were told that they could do very little because everything that Mr. Mefford has done has been as president of the booster club and they have no jurisdiction.

We realize that some of these areas don't affect the KHSAA and we are addressing them with the proper authorized. However, we believe that the information or lack there of that has been submitted by Mr. Mefford to the school has greatly affected the accuracy of information that the school must submit to the KHSAA on forms T-35 and T-36. There may be others, as they relate to Title IX issues that we are not aware.

No one person can have this much control over funds being spent on a public institution without some type of checks and balances to assure public trust.

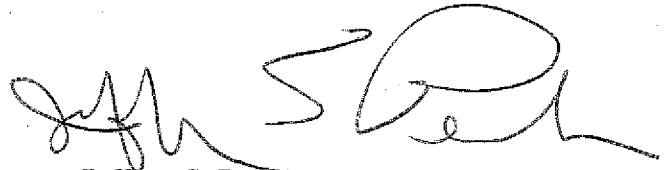
We have run into one stone wall after another and the local officials are not willing to address this matter. We are requesting that you look into this matter and help us resolve these issues for the betterment of our Student Athletes and our school.

We will give you any assistance that you require from us and hope that we may be kept abreast of whatever arises.

Thank you in Advance,



Kim Juett
2920 Highway 127
Owenton, Ky. 40359
502-484-5915 (home)
502-395-1535 (cell)



Jeffrey S. Perkins
4180 Georgetown Road
Owenton, Ky. 40359
502-484-2803 (home)
502-330-8029 (cell)
502-227-8744 (office)
Jeffs.perkins@ky.gov



Tommy Tackett
230 Green Acres Road
Owenton, Ky. 40359
502-484-0247 (home)

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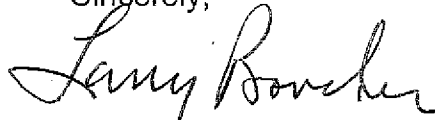
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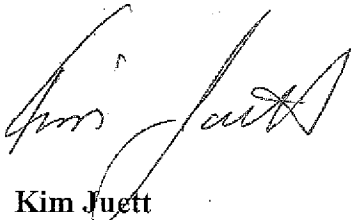
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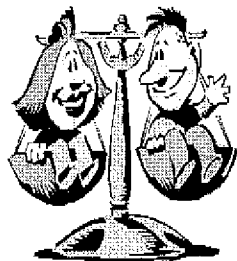
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**KHSAA TITLE IX RE-VISIT
FINAL AUDIT REPORT**

(For schools re-visited during the 2004-2005 school year)

School: *OWEN Co. H.S.*
 Reviewed By: *PHYLLIS CATRETT, FRANK EDWARDS & MARTHA MURKINS*
 Date of Re-Visit: *MAY 4, 2005*
 Telephone Number of Reviewer: **(859) 299-5472**

1. Completed Required Forms

- Verification of Forms (Form GE-50) Yes No
- Participation Opportunities Summary Chart (Form T-70) Yes No
- Benefits Summary Charts (Forms T-71 & T-72) Yes No
- Benefits Publicity (Form T-73) Yes No
- Corrective Action Plan Summary Chart

2. Opportuniti

Area of Comp
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<input type="checkbox"/>	B	Hi
<input type="checkbox"/>	C	Ful

*HAND WRITTEN FINAL REPORT
 FOR INFORMAL VISIT TO
 OWEN Co. BY PHYLLIS, FRANK
 & MARTHA; 5-4-2005
 ALSO INCLUDES INFO. PROVIDED
 BY SCHOOL*

- A). Was the Substantial Proportionality Test (T-1) an area in which the school met Title IX Opportunities compliance?
Yes No

Comments:

- B). Was the History and Continuing Practice of Program Expansion Test (T-2) an area in which the school met Title IX Opportunities compliance?
Yes No

Comments:

- C). Was the Full and Effective Accommodations of Interest and Abilities Test (T-3) an area in which the school met Title IX Opportunities compliance?
Yes No

Comments:

3. Is the school's most recent Student Interest Survey accurate in relation to the assessment of Interests & Abilities?
Yes No

Comments:

The most recent survey indicates a ^{sufficient} number of students interested in volleyball. However when meetings have been held this number drops off significantly. The school was urged to document these meetings and to continue to survey students. The auditors were impressed by the Athletic Director that Owen Co. was the only school in the eight region that does not play volleyball.

4. Checklist of the Title IX Components of the Interscholastic Program

Benefit to Students	Satisfactory	Deficient	Comments
Accommodation of Interests and Abilities	✓		The possibility of rollerball is still being considered by the school.
Equipment and Supplies	✓		The school did not have in place a written uniform replacement policy. The uniforms observed by the auditors were of good quality. The school was strongly urged to establish a uniform policy to ensure equity.
Scheduling of Games and Practice Time	✓		The school did have in place a written schedule regarding use of time of a particular facility. The school did meet the mandate regarding prime day scheduling for the 2004-2005 girls basketball season.
Travel and Per Diem Allowances	✓		
Coaching		✓	The total number of assistant coaches for baseball exceeded the number of assistant coaches that were on the girls softball coaching staff by three. The boys have an advantage in the area of benefits.
Locker Rooms, Practice and Competitive Facilities	✓		Lifting on the softball field has been completed. Restroom facilities for softball are needed to accommodate the athletes of this sport. The school was strongly urged to assign all sports a designated locker room to use year-round during seasons. Boys and girls locker rooms were equal in amenities.

Medical and Training Facilities and Services	✓		The school does not have training room or the service of a certified trainer for any sport.
Publicity	✓		The school has one cheerleading squad that cheer for football, girls and boys basketball. The school has a written cheerleading policy in place. The school had a very nice athletic handbook in place for students.
Support Services	✓		The school has general student organization, some of which has bank accounts of accounts. The budget/expenditures (T-35-T-36) for 2004-2005, that expenditures were incorrect. This was brought to the attention of the
Athletic Scholarships			NA Principal during the audit visit. The school has re-submitted a corrected report of forms T-35, T-36 for 2004-2005.
Tutoring			NA
Housing and Dining Facilities and Services			NA
Recruitment of Student Athletes			NA

5. **Brief Summary/Analysis of the Corrective Action Plan (Form T-60)**

The ^{school} is currently working on the development of a soccer field for practice and games for boys and girls. The field has been designated and has been seeded in preparation for future use by the soccer teams.

6. **Observed Deficiencies in Overall Girls and Boys Athletics Programs**

The school does not have a certified trainer or an appropriate training room. The school needs to seek the services of a certified trainer for sports where injury is likely in a game situation or practice.

The shortage of storage space in the new gymnasium is apparent for all sports.

Improvements are needed in the school's only weight room located in the football field house. Many of the weight machines are outdated and not user friendly to female athletes. It was suggested to school officials that weights and machines need to be added to uphold and encourage female use. The room does not have a weight room schedule posted to ensure equal use.

7. **KHSAA Recommended Action**

In relation to new deficiencies, the KHSAA recommends the following actions:

The school
needs to address the softball assistant softball coaching situation in that the boys have an advantage in this area by three assistant coaches in baseball, while softball team has only one assistant coach. Whether the coaches are substitutes is not a factor, the boys still have the advantage of having more catching experience involving skills being taught by more people. The assistant position need to be filled on a timely basis.

8. **KHSAA Recommended Action**

In relation to re-occurring deficiencies, the KHSAA recommends the following actions:

The absence of a medical trainer for the athletic program is not an equity issue but more of a liability issue in regards to sports when injury is likely. The auditor recommended ^{that} school personnel to contact nearby college for assistance in this manner.

9. PERSONNEL IN ATTENDANCE AT AUDIT MEETING

High School Title IX Coordinator:

District Level Title IX Coordinator:

Name	Title	Telephone
<p>No AUDIT MEETINGS</p>		

10. Comments

The school had minutes of Board Equity meetings of the 2003-2004 and 2004-2005 school years. Most of the school records regarding Title IX were available however some effort needed to be given to getting all correspondence, reports, surveys, policies and procedures into folders or binders that separate each school year materials beginning with the initial report completed in school year 1995-2000. The auditors conducted interviews with students as was specified by KHSAA. All three students were very knowledgeable of the athletic program and understood the purpose of Title IX. Interviews were also conducted with coaches as designated by the KHSAA. All coaches agreed that they had received support from the administration and the athletic director in the sports involving female students.

The school has numerous booster clubs and organizations some that operate separately and some that work in conjunction with each other. While the auditor has not yet reviewed all

**OWEN COUNTY HIGH SCHOOL
Athletic Department**

2340 Highway 22 East
Owenton, Kentucky 40359

Gran Mefford, Athletic Director

Phone (502) 484-4198

Committee memb
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Ms. Johnson and
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Debbie Scott com

Last year's spendi
due to the fact tha
the lights on the s

We have quite a b
the number of girls in the high school. 304 boys compared to 247 girls.

We are the only school in our conference not to have a volleyball team. This is a concern. But with our smaller female population and very few soccer players in the fall, it would be difficult to even have enough to play. We are also the only school in our conference to have boys' and girls' soccer. This limits our number in the fall.

Softball lights are complete

Owen Co
Materials submitted
by school on May 4, 2005.
Auditors:
Kary Edwards
Myrtha Mullins
Phyllis Carter
re-writes this picked on
request of Larry Boucher.

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occer. It is now signed by
Cleveland who will go
pring break.

Mefford.

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or girls due to paying for

e high school compared to

OWEN COUNTY HIGH SCHOOL

Athletic Department

2340 Highway 22 East
Owenton, Kentucky 40359

Gran Mefford, Athletic Director

Phone (502) 484-4198

Owen County High School Title IX/ Athletic Committee

Spring meeting- Tuesday, March 15, 2005

Members attending were: David Wainscott, Bob Osborne, Delmas Castle, Coach U, Beth Johnson, Gran Mefford, Rusty Williams, Debbie Scott, Kelsey Williams

Coach Delmas Castle made a request of the athletic committee to retire 3 girls' basketball jerseys. All three former student athletes were very worthy of this honor. However, only 2 of the three have been out of school long enough to have their jersey retired. We agreed to do two not and the other one when she is eligible according to our policy.

Athletic committee retired 2 former girls' basketball players' jerseys. They are now hanging on the wall with the other jerseys.

All coaches were asked to verify rosters. Gran Mefford will complete KHSAA Gender Equity report and have it sent in by April 15, 2005.

3 booster organizations have been closed out due to the fact of a complaint by a parent whose son was cut from the basketball team. The Friends of Football Booster Club still exists. The money from the other clubs was placed in their respective school accounts so there would be no more accusations.

Prime-time games were even this year and the scheduling for next year is being completed. As of now – we are good with this. Bellevue High School wants to cancel with us due a misplaced contract. This cost us a girls' prime time game.

Student Kelsey Williams was added to the committee to replace student who graduated.

Softball lights have been completed!

Soccer field does not look as good as we had hoped. Dr. Powell of UK will be here again to advise us on what to do.

OWEN COUNTY HIGH SCHOOL

Athletic Department

2340 Highway 22 East
Owenton, Kentucky 40359

Gran Mefford, Athletic Director

Phone (502) 484-4198

Owen County High School Title IX/ Athletic Committee

Fall meeting- Friday, November 12, 2004

Members attending were: David Wainscott, Bob Osborne, Delmas Castle, Coach U, Beth Johnson, Gran Mefford, Rusty Williams.

Football season was hard on the field with so many teams using it. Progress is being made working on the new soccer field behind the new high school.

Girls' soccer had a rough season going winless. We need to get more girls interested at a younger level.

Prime time games for boys' and girls' basketball is a must. Schedules have checked to make sure we are doing this correctly.

Review the numbers participating in fall sports. We need more boys to run cross-country and more girls to play soccer. Middle school students are need to fill out rosters for girls' soccer.

Girls' XC team under the direction of Coach Sutton have advance to the state tournament at the Horse Park. They finished 4th in the regional. I approved to spend the money have them rooms the night before and also have a nice pre-race meal for them the evening before.

Girls' fastpitch softball is still in need of an assistant coach.

Next meeting will be in the spring.

OWEN COUNTY HIGH SCHOOL

Athletic Department

2340 Highway 22 East
Owenton, Kentucky 40359

Gran Mefford, Athletic Director

Phone (502) 484-4198

The Owen County High School Title IX/ Athletic Committee and all coaches met on Thursday, August 5, 2004 at the high school media center. The meeting began at 8:00 AM.

Members and non-members present: Principal Beth Johnson, Superintendent Mark Cleveland, Athletic Director Gran Mefford, new assistant principal Tim Hitzfield, parent Debbie Scott, new cheerleading coach Maribeth Gibson, and coaches Bob Osborne (baseball), Kevin Webster (boys' golf), Sarah and Matthew David (girls' golf), Coach U, Dave Downey, Don Allnut, (football), Delmas Castle, Amy Klein, Heidi Williams (girls' basketball) Devin Duvall (boys' basketball), David Wainscott (softball), Jeff Sutton (girls' and boys' cross country) Jerry Doolin, Jerry Davis (boys' soccer, boys' track and girls' track) and Rusty Williams, Jeff Lilly (girls' soccer.)

Mr. Cleveland and Ms. Johnson welcomed back all coaches and spoke to the importance of their roles. Mr. Hitzfield was introduced to the staff.

Coaches Handbooks were given out to entire coaching staff.

David Wainscott updated us about the process of lighting the softball field. We should be ready to go by the 2005 season.

New soccer field was seeded in June by Coach Rusty Williams. Coach Doolin has done most of the rock removal. Coach Mefford has done some mowing to help maintenance staff.

Boys' and girls' soccer poster schedules were distributed to all.

Student Athlete Handbooks (code of conduct) was handed out.

Fall sport coaches were asked to turn in final rosters ASAP.

CPR updates and first aid training will be held at the OCPS.

Having team pre-season meetings were brought up and need to be completed.

Discussed if there were any Title IX concerns- still need assistant softball coach.

Next meeting will be in the fall—November date TBA---

Gender Equity Committee Minutes August 7, 2003

The first meeting of the Owen County High School Athletics/Gender Equity Committee for the 2003-04 school year was held on Thursday, August 7, 2003. Those present were Chairman Gran Mefford, Beth Johnson, David Wainscott, Bob Osborne, Terry Patterson, Susan Traylor, Delmas Castle and Greg Ulasiewicz. Other high school coaches were in attendance because they were asked to come by Coach Mefford so the annual meeting with them could be conducted at the same time.

Minutes from the previous meeting were looked over by the members and were approved.

David Wainscott is going to help get the ball rolling to light the softball field. He is going to talk to Mr. Cleveland and management at Owen Electric to see about costs and how we can work together to get this project rolling.

Other items on the corrective action plan include looking at the surveys to see about the possibility of adding volleyball and getting to work on the new soccer field.

Mr. Mefford informed the group that Jeff Sutton, new health and P.E. teacher at Owen County High would be taking over as the new cross-country coach. He hopes to improve the numbers participating so we can keep these programs going. Adding volleyball at this time would be a major blow to the girls' cross country and soccer teams.

With no further business, the meeting was adjourned.

Gender Equity Committee Minutes Wednesday, November 19

The fall meeting of the OCHS Gender Equity Committee was held in the conference room at the high school on Wednesday, November 19, 2003.
The meeting began at 7:10 AM.

Mr. Mefford called the meeting to order. Present were Susan Traylor, Bob Osborne, Delmas Castle, Brooke Traylor, and Greg Ulasiewicz. Ms. Johnson came in a few minutes late.

Items for discussion included fundraising for all athletic teams. Coach U (football) wants to purchase some weight lifting equipment. This would be approved because this is something that can be used by all athletic teams.

David Wainscott has made some progress with lighting the softball field. He has contacted vendors who are going to give us a good deal with the purchase of the actual light. We decided to go with steel poles instead of wood even though they are going to cost more.

We also contacted Judge O'Banion to see if the county could help out with the costs of the lights since they will want to use them for the Parks and Recreation summer programs for youth softball.

We were very low in numbers for boys' cross country. We recruited some athletes from basketball and football in order to field a team for the NCKC.

Basketball practice has started. Fall sports season participation numbers were discussed.

The meeting was adjourned at 7:50 AM.

Gender Equity Committee Minutes Thursday, March 11, 2004

The spring meeting of the Owen County High School Athletics/ Gender Equity Committee met at the OCHS conference room on Thursday, March 11, 2004.

Members present were Susan Traylor, Bob Osborne, Delmas Castle, David Wainscott, Greg Ulasiewicz, Debbie Scott and Gran Mefford.

Mr. Mefford asked for spring coaches to turned in the rosters as soon as they are available so the numbers for the annual report can be tabulated. Completion of the required KHSAA forms are due in the their office by April 15.

Coach Wainscott hopes to have lights for the softball field by the 2005 season. The board of education is going to help with the cost.

The new soccer field out back of the high school is going to be worked on this spring and hopefully it will be played on some in the fall. Rusty Williams has been in to talk to Coach Mefford about this project.

Baseball and softball are going to work together in having a wrestling event in the new gym. They hope to make \$2000 dollars with this fundraiser.

Basketball scheduling for next season will involve some changes to make sure of "prime time games" for both boys and girls.

OWEN COUNTY SCHOOLS 2004-05 EXTRA-SERVICE SALARY SCHEDULE

OWEN COUNTY HIGH SCHOOL		
Academic Team	1	\$1,668
Athletic Director	1	\$8,434
Band Director	1	\$4,691
Baseball	1	\$2,293
Baseball-Asst.	1	\$941
Basketball- Boys Asst.	2	\$2,173
Basketball- Boys Head Coach	1	\$6,415
Basketball- Girls Asst.	1	\$2,881
Basketball- Girls Freshman	1	\$1,465
Basketball- Girls Head Coach	1	\$6,415
Cheerleaders- Asst.	1	\$941
Cheerleaders- Head Coach	1	\$2,293
Cluster Leader	1	\$508
Cross-country	1	\$1,355
Department Heads	7	\$522
Drama	1	\$834
Football	1	\$6,415
Football-Assistant	1	\$1,817
Football-Asst. Head Coach	1	\$2,352
Football-JV Head Coach & Asst.	1	\$2,352
Future Problem Solving Team	1	\$834
Golf- Boys	1	\$1,176
Golf- Girls	1	\$1,176
Homecoming/Class Night	1	\$353
Prom Sponsor	1	\$353
School Technology Coordinator	1	\$782
Senior Week Sponsor	1	\$353
Soccer- Boys	1	\$2,293
Soccer- Boys Asst.	1	\$941
Soccer- Girls	1	\$2,293
Soccer- Girls Asst.	1	\$941
Softball	1	\$2,293
Softball-Asst.	1	\$941
Strength- Head Coach	1	\$2,293
Track	1	\$1,980
Yearbook	1	\$1,181
MAURICE BOWLING MIDDLE SCHOOL		
Academic Team	1	\$1,668
Athletic Director	1	\$4,000
Basketball- Boys Asst.	1	\$941
Basketball- Boys Head Coach	1	\$1,511
Basketball- Girls Asst.	1	\$941
Basketball- Girls Head Coach	1	\$1,511
Cheerleaders	1	\$938
Cluster Leader	1	\$508
Football- Asst. Head Coach	1	\$941
Football- Head Coach	1	\$1,511
Future Problem Solving Team	1	\$834
School Technology Coordinator	1	\$782
Soccer- Asst. Coach	1	\$941
Soccer- Head Coach	1	\$1,511
Team Leaders	5	\$522
Yearbook	1	\$678
OWEN COUNTY ELEMENTARY SCHOOL		
Drama	1	\$589
Choir	1	\$589
Cluster Leader	1	\$508
School Technology Coordinator	1	\$782
Science Fair	1	\$353
Team Leaders	5	\$522
Yearbook	1	\$678
OWEN COUNTY PRIMARY SCHOOL		
Cluster Leader	1	\$508
School Technology Coordinator	1	\$782
Team Leaders	4	\$522
Yearbook	1	\$678

Rebels Basketball October 2004

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
	Basketball Conditioning 3:15-4:15					
10	11	12	13	14	15	16
	Basketball Conditioning 3:15-4:15					
17	18	19	20	21	22	23
	Tryouts/Practice 3:15-5:30	Tryouts/Practice 3:15-5:30	Tryouts/Practice 3:15-5:30	No School Practice 1:00-3:00	No School No practice	No practice
24	25	26	27	28	29	30
	No School Practice 11:00-1:00	Practice 5:30-7:30	Practice 5:30-7:30	Practice 3:15-5:30	Practice 3:15-5:00	No practice
31						

Rebels Basketball November 2004

Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	1 Practice 5:30-7:30 FB Players report	2 No School Practice 11:00-1:00	3 Practice 3:15-5:30	4 Practice 5:30-7:30	5 Practice 3:30-5:30 Old Gym	6 No practice	
7	8 Practice 5:30-7:30	9 Pictures after school— Practice 5:30-7:30	10 Practice 5:30-7:30	11 Practice 3:15-5:30	12 Practice 3:15-5:30	13 No practice	
14	15 Practice 3:15-5:30	16 Practice 3:15-5:30	17 Practice 3:15-5:30	18 Meet the Rebels Night- Maroon White Game 6:00	19 Practice 3:30-5:30 Old Gym	20 Scrimmage at Meade County	
21	22 Practice 5:30-7:30	23 Practice 5:30-7:30	24 No School Practice TBA	25 Thanksgiving No practice	26 Scrimmage at- Whitefield Academy Louisville 11:00 AM	27 No practice	
28	29 Practice 3:15-5:30	30 Opening Game @ KCD JV/V 6:00 PM	Please note—The boys freshman team will have different practice times on certain days.				



Owen County High School

2060 Highway 22 E · Owenton, KY 40359 · Phone (502) 484-5509 · FAX (502) 484-0444

Policy: Criteria for Athletic Jersey Retirement

Effective Date: September 10, 2000

Revised Date:

Committee(s) Involved: Athletic Committee

1. The player obviously must be of outstanding athletic ability and be a leader of their perspective athletic team(s). He/she should be instrumental in the overall success of the Owen County High School athletic program. School awards, all state selections, etc. are part of this athletic criteria.
2. The student must have shown meritorious community or church service or school involvement. Academic qualifications must show high achievement.
3. Must be a former graduate with 3-5 years or more passed between graduation and retirement of jersey request. The individual must show evidence of a successful transition either to college or work.
4. Must not have a criminal record. Any felony automatically disqualifies any person.
5. Initiation of jersey retirement must come from the coach involved. Recommendation must be presented to the Athletic Committee of Owen County High School.
6. The retirement of an athlete's jersey must be by majority vote of the Owen County Athletic Committee.



Owen County High School

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6. The retirement of an athlete's jersey must be by majority vote of the Owen County Athletic Committee.



Kentucky High School Athletic Association

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

TO: Selected KHSAA Member School Principal
Owen County High School

FROM: Larry Boucher, Assistant Commissioner *L.B.*

DATE: January 21, 2004

SUBJECT: Title IX – Girls' Basketball
"Prime Time" Playing Opportunities

Since the inception of the Kentucky High School Athletic Association's involvement in Title IX, one of the hall marks of the program has been our efforts to ensure that each school's girls' "prime time" basketball playing opportunities are comparable to those opportunities afforded to the school's boys' basketball team. Throughout the five years of our Title IX efforts, we have shared this "prime time" information time and again with all KHSAA member schools through numerous Title IX seminars, workshops and publications, as well as our on-site visits.

"Prime time" is defined as playing opportunities on Friday night and/or Saturday/Saturday night and relate to home games for the contestants. "Prime time" basketball games played away from home do not address the equitable opportunities issues of Title IX. In addition, for boy/girl doubleheader home contests scheduled during Friday and/or Saturday, a rotation of starting game times should be accomplished to ensure further equity.

In a recent appearance before the Kentucky Board of Education, it was again reiterated that this equity benefit of Title IX should be met. In reviewing your school's boys' and girls' 2003-2004 basketball schedules, we have found that your "prime time" opportunities for the girls' team are insufficient when compared to those for the boys' basketball team. For the 2004-05 season, your girls' basketball "prime time" home playing opportunities should equal no less than 40% of their total home games. You should, given upcoming post season and scheduling meetings with other schools, be able to accomplish this objective. If this equity is not met within your basketball scheduling efforts, the KHSAA's initial response will be to begin the process of eliminating some of your boys' 2004-05 "prime time" home games.

We look forward to your cooperation and we hope that we will be able to share with the Kentucky Department of Education in July that all KHSAA member schools are in compliance. If you have any questions, please contact us.

Current 2003-04 "Prime Time" Game %:

Boys 38%

Girls 19%

me: _____



Owen County Athletics

**The best...
and then some!**
Coaches' Handbook
2004-05

equipment and with the most qualified staff available. Insofar as possible, knowledge and skills gained in classes should be applied and further developed through participation in the activities program. Coaches, directors and sponsors should also teach the specific skills necessary for improvement in activities and provide guidance in the development of self-realization, good sportsmanship, cooperation, leadership, ethical behavior, artistic sensitivity and an appreciation for the importance of practice. The ultimate goals of the activities program should be: 1) to realize the value of participation without overemphasizing the importance of winning or excelling, and 2) to develop and improve positive citizenship traits among the program's participants.

OBJECTIVES OF PARTICIPATION

Statement of Objectives

- a. **To provide a positive image** of school athletics at Owen County High School.
- b. **To strive always** for playing excellence that will produce winning teams within the bounds of good sportsmanship while enhancing the mental health of student athletes.
- c. **To ensure growth** and development that will increase the number of participants; that will give impetus to increased contest attendance; that will enhance a program of maintenance and improvement of athletic facilities.
- d. **To provide opportunities** that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary world. The laboratory should provide adequate and natural opportunities for:
 - 1) Physical, mental and emotional growth and development.
 - 2) Acquisition and development of special skills in activities of each student's choice.
 - 3) Development of commitments such as loyalty, cooperation, fair play and other desirable social traits.
 - 4) Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously.
 - 5) A focus of interests on activity programs for student body, faculty and community that will generate a feeling of unity.
 - 6) Achievement of initial goals as set by the school in general and the student as an individual.
 - 7) Provisions for worthy use of leisure time in later life, either as a participant or spectator.
 - 8) Participation by the most skilled that will enable these individuals to expand possibilities for future vocational pursuits.
- e. **To provide a superior program** of student activities that includes appropriate activities for every participant.
- f. **To provide an opportunity** for students to experience success in those activities he or she selects.
- g. **To provide sufficient** activities to respond to a wide variety of student interests and abilities.
- h. **To provide student activities** which offer the greatest benefits for the greatest number of students.
- i. **To create a desire** to succeed and excel.
- j. **To provide for the students'** worthy use of leisure time now and in the future.
- k. **To develop high ideals** of fairness in all human relationships.
- l. **To practice self-discipline** and emotional maturity in learning to make decisions under pressure.
- m. **To be socially competent** and operate within a set of rules, thus gaining a respect for the rights of others.
- n. **To develop an understanding** of the value of activities in a balanced educational process.

- b) Has knowledge of existing system, state and league regulations; implements same consistently and interprets them for staff
- c) Understands the proper administrative line of command and refers all requests or grievances through proper channels. Is aware of all public/staff/departmental meetings that require attendance

STAFF RESPONSIBILITIES:

- d) Establishes the fundamental philosophy, skills and techniques to be taught by staff. Designs conferences, clinics and staff meetings to ensure staff awareness of overall program
- e) Trains and informs staff, encourages professional growth by encouraging clinic attendance according to local policy
- f) Delegates specific duties, supervises implementation, and at season's end, analyzes staff effectiveness and evaluates all assistants
- g) Maintains discipline, adjusts grievances and works to increase morale and cooperation
- h) Perform such other duties which may be assigned by the athletic administrator/principal

ADMINISTRATIVE DUTIES:

- i) Assists the athletic administrator in scheduling, providing transportation and requirements for tournament and special sport events
- j) Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance and school employees
- k) Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent and eligibility
- l) Provides proper safeguards for maintenance and protection of assigned equipment site
- m) Advises the athletic administrator and recommends policy, method or procedural changes

RESPONSIBILITIES OF STUDENTS:

- n) Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant.
- o) Gives constant attention to a student athlete's grades and conduct
- p) By his/her presence at all practices, games and while traveling, provides assistance, guidance and safeguards for each participant
- q) Initiates programs and policies concerning injuries, medical attention and emergencies
- r) Completes reports of all disabling athletic injuries on proper forms and submits to athletic office within 24 hours
- s) Directs student managers, assistants and statisticians
- t) Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or becomes ineligible
- u) Assists athletes in their college or advanced educational selection

3) Assistant Principal and Building Principal (as they relate to the athletic program)

The school administration shall be responsible to the director of secondary education, superintendent of schools and the Board of Education for the implementation of an educationally sound athletic program. This program must encourage participation by students through the nature of its diversity and the positive learning and growth experiences which accrue therefrom. Within the framework of educational soundness, the administration shall also implement programs that ensure fiscal soundness and ethical standards for athletes, spectators, and coaches; and physiological and psychological growth contributions for all participants.

The assistant principal for athletics shall coordinate the planning for educational soundness through resource allocation and shall assure program implementation with the athletic director.

4) Athletic Director

- a) Directs the operation of the athletic program and is responsible for:
 - (1) All league schedules
 - (2) Transportation
 - (3) Obtaining officials for games
 - (4) All schedule changes
- b) Selects and supervises all coaches
- c) Evaluates the athletic program and the athletic staff
- d) Participates in budget preparation for the athletic program

5) Coaches

- a) Represent the school in interscholastic activities
- b) Work within the framework of the goals of the school system, the policies and procedures of the department of athletics, and the regulations of the KHSAA
- c) Strictly enforce eligibility rules
- d) Select teams fairly
- e) Consider athletics as part of the total educational program, encouraging athletes to work to their maximum ability in academics and sports
- f) Exhibit proper and exemplary behavior at all times
- g) Are entirely responsible for the guidance of students in their charge

5) Line of Authority

- a) Superintendent of schools
- b) High school principal
- c) Assistant principal
- d) Athletic administrator
- e) Head coach
- f) Assistant coach

- b) Has knowledge of existing system, state and league regulations; implements same consistently and interprets them for staff
- c) Understands the proper administrative line of command and refers all requests or grievances through proper channels. Is aware of all public/staff/departmental meetings that require attendance

STAFF RESPONSIBILITIES:

- d) Establishes the fundamental philosophy, skills and techniques to be taught by staff. Designs conferences, clinics and staff meetings to ensure staff awareness of overall program
- e) Trains and informs staff, encourages professional growth by encouraging clinic attendance according to local policy
- f) Delegates specific duties, supervises implementation, and at season's end, analyzes staff effectiveness and evaluates all assistants
- g) Maintains discipline, adjusts grievances and works to increase morale and cooperation
- h) Perform such other duties which may be assigned by the athletic administrator/principal

ADMINISTRATIVE DUTIES:

- i) Assists the athletic administrator in scheduling, providing transportation and requirements for tournament and special sport events
- j) Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance and school employees
- k) Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent and eligibility
- l) Provides proper safeguards for maintenance and protection of assigned equipment site
- m) Advises the athletic administrator and recommends policy, method or procedural changes

RESPONSIBILITIES OF STUDENTS:

- n) Provides training rules and any other unique regulations of the sport to each athlete who is considered a participant.
- o) Gives constant attention to a student athlete's grades and conduct
- p) By his/her presence at all practices, games and while traveling, provides assistance, guidance and safeguards for each participant
- q) Initiates programs and policies concerning injuries, medical attention and emergencies
- r) Completes reports of all disabling athletic injuries on proper forms and submits to athletic office within 24 hours
- s) Directs student managers, assistants and statisticians
- t) Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and contacts parents when a student is dropped or becomes ineligible
- u) Assists athletes in their college or advanced educational selection

STUDENT RESPONSIBILITIES:

- i) Provides training rules and other sport specific regulations to each candidate
- j) Supervises practices, games and team trips. Takes all necessary measures to safeguard each participant
- k) Directs student managers and statisticians
- l) Implements school conduct code. Delineates due process when the enforcement of discipline is necessary. Contacts parents when a student is alleged to have violated the athletic code

EQUIPMENT AND FACILITIES:

- m) Is accountable to the head coach for all equipment. Collects the cost of any equipment lost or not returned. Arranges for issuing, marking and storing of equipment and submits an annual inventory and current records. Responsible for cleanliness and maintenance of specific sport equipment
- n) Recommends to the head coach budgetary items for next year in his area of the program
- o) Monitors equipment rooms and coaches' offices and authorizes who may enter
- p) Permits the athletes to only be in authorized areas of the building at the appropriate times
- q) Examines locker rooms before and after practices and games, checking on general cleanliness of the facility
- r) Secure all doors, lights, windows and locks before leaving building if custodians are not on duty
- s) Instills in each player a respect for equipment and school property, its care and proper use

PROGRAM RESPONSIBILITIES:

- t) Assists the head coach in carrying out his responsibilities
- u) Issues press releases and school announcements
- v) Instructs team members concerning changes in rules. Teaches fundamentals of the sport as outlined by the head coach
- w) Maintains a record of team statistics and requirements for lettering
- x) Works within the basic framework and philosophy of the head coach of that sport
- y) Attends all staff meetings and carries out scouting assignments as outlined by the head coach
- z) Supervises players before and after practice. Adequately prepare and help players
 - aa) Helps in the planning and implementation of both in-season and out-of-season conditioning and weight programs
 - bb) Conducts discussions with other coaches in private
 - cc) Strives to improve skills by attending clinics and using resources made available by the head coach
 - dd) Attends contests of other teams in the program when possible
 - ee) Performs other duties that are consistent with the nature of the position and that may be required by the head coach

- c) The athletic administrator shall then notify interested candidates whether or not further consideration will be extended based upon individual qualifications.
- 4) Interviews, the athletic director, in consultation with the principal, will recommend the best qualified candidate(s) to the site-based council and superintendent.
- Certified faculty assigned in the building in which the coaching vacancy exists
 - Certified faculty assigned to a building other than where the vacancy exists
 - Substitute teachers
 - Non-faculty school employees
 - Individuals who are not employed by the school district in any capacity, such as college students, residents of the community, etc.
Individuals employed as coaches from categories "c," "d" and "e" above, will be compensated, assigned and evaluated in the same way as all other coaching positions.
- 5) If a teacher at one building is assigned to a coaching position in another, the principal is authorized to make a reasonable effort to schedule the person's teaching assignment, either on a temporary or permanent basis, to assist the coach in performing the athletic responsibilities. However, the individual's teaching assignment shall not be unduly impaired by this scheduling arrangement, and it must be understood that such arrangements can be made only in a limited number of situations.
- 6) When a coach is assigned to a position in a building other than the level of the teaching assignment, the coaching assignment will be reviewed on an annual basis by the athletic director and both building principals involved. The purpose of this reconsideration will be to determine whether it is desirable to continue the coaching assignment which causes scheduling difficulties at both levels. Factors to consider in this matter are:
- The level of competition being coached
 - Normal practice and game times
 - Availability of other candidates

d. Terms of Coaching Contract

All coaching assignments shall be for one school year. A supplemental contract shall be executed according to the adopted salary schedule.

- Each head coach shall schedule a conference with his/her principal and athletic administrator no later than one month after the final contest of the season to evaluate the program.
- The coach shall evaluate assistant coaches in writing to the principal and athletic administrator.
- If the performance is evaluated less than satisfactory, the principal has the responsibility of recommending to the superintendent a non-renewal of contract for the next year.
- Subject to requirements of law, the Board of Education has final authority for employing or discontinuing employment of coaching personnel.

- 2) **To provide equal opportunities** to all students for participation in all of the educational programs under the direction of the school system, including extra-curricular activities
- 3) **To ensure equal opportunities** for the employment, promotion and transfer of all persons

The Board of Education encourages all personnel in the school district to assist in the accomplishment of this goal through their personal commitment to the concept of equal opportunity for all people regardless of race, color, creed, national origin, political affiliation or gender.

Therefore, the Board of Education establishes a program of affirmative action to ensure that all personnel policies relevant to recruitment, employment and promotions of employees of the school district will provide equal opportunities for all persons in order to achieve these goals.

The coach should give support to all endorsed activities of the school. At every opportunity, the coach should urge the student body to be polite, courteous and fair to the visiting team.

4) To the profession

A coach in the Owen County School District should continue professional growth in both the academic teaching area and the athletic coaching area. To best accomplish this, a coach should participate in professional growth opportunities whenever possible.

5) To fellow coaches

Although the head coach must assume leadership responsibilities, independent thought should be encouraged by all staff members. An important factor is human relations skills which provide for an open exchange of ideas in a courteous, thoughtful manner.

A wise head coach will praise the assistants and award recognition whenever possible. Disagreements between coaches should be discussed privately and as soon as possible.

The head coach should expect all staff to contribute a full measure of time, effort, thought and energy to the program. The assistant coaches must be willing and able to do things that they may not wish to do, or even like to do. They must fulfill responsibility to the head coach, the athletes, and the sport itself. Conversely, head coaches are obliged to describe expectations for assistant coaches well in advance of a season.

It is most difficult to be a good assistant coach- however, the success of the school, the team and the coaching staff is dependent upon the quality and effort of the assistant coaches.

6) To other coaches in your school

One must always bear in mind that his or her sport is part of the total athletic educational program of the school. Therefore, it is important to support, promote and cooperate with all the other coaches and activity sponsors for the well-being of the total program.

A coach should support and cooperate with other coaches whenever possible. All remarks should reflect confidence in one's fellow coaches. A strong, harmonious, interpersonal relationship must exist among coaches and other faculty members.

7) To faculty members

A coach is expected to cooperate with every faculty member. If the coach cooperates with the teachers of academic subjects by allowing an athlete to make up a test or homework on practice time, that respect for the athletic program, coaching staff and the values of athletics will be significantly enhanced.

8) Physical plant Each coach is responsible for the following:

- a) Keeping practice areas and locker rooms in order
- b) Storing equipment and using equipment properly - pride in the equipment and facilities is of primary importance to all athletes and coaches
- c) Keeping storage areas locked

- 3) Know if you have school policy and do not deviate from it.
- 4) Adopt the policy rules of the superior administrative agencies.

Equipment

If an injury occurs

- 1) Keep and label the equipment. Get evidence of purchase and sequester it.
- 2) If the injury was recorded on film, study the film and keep it.
- 3) Get witnesses immediately.

Potential Source of Liability for Coaches and Administrators

- 1) Failure to supervise an activity
- 2) Negligently entrusting responsibility to an under-qualified or unqualified individual
- 3) Failing to teach appropriate skills
- 4) Failing to teach skills properly
- 5) Failing to teach protective skills
- 6) Failing to provide and maintain a safe practice or playing environment
- 7) Failing to provide appropriately sized and fitted equipment
- 8) Failing to inspect, repair, recondition equipment properly
- 9) Failure to teach athletes to inspect and wear their equipment properly
- 10) Failure to check young athletes for proper fitting and wearing of equipment
- 11) Failing to provide proper equipment
- 12) Failing to warn and deter unsafe or illegal execution of skills
- 13) Failing to develop and implement policies and procedure intended to enhance safety for each activity
- 14) Failure to implement recognized safety standards promulgated by various sports regulatory or sports medicine agencies
- 15) Failure to match or equate athletes by maturity and development

July 14, 2004

Dear Booster Club:

It is required by law that all booster clubs report all activity directly to the principal who reports everything to the board. The following information is due to the High School office no later than July 25, 2004:

1. List of officers 2004-2005
2. A budget for this year 2004-2005 (Booster Club Budget Form)
3. Last years annual financial report dated July 1, 2003 to June 30, 2004. This should include any outstanding receipts expected or outstanding debits owed also.
4. Copy of your Federal ID # & State Tax Exempt #
5. July 2004 Monthly Expense Report

Each month you are required to complete the enclosed form (Monthly Expense Report) for your booster club. With that report you will also need to attach a copy of the bank statement. These reports are due in my office no later than the morning of the second Tuesday of each month. Our board reports are due at this time and we must turn everything in by noon. If any part of the information does not pertain to you, please pass it on to the appropriate booster club so that the information can be turned in on time.

If you have any questions, please don't hesitate to call me. Thank you for your cooperation with these matters.

Sincerely,

Debbie Scott
Bookkeeper

SUPPORT/BOOSTER ORGANIZATIONS USING EXTERNAL ACCOUNTS

AUTHORITY:

1. Raise funds through board approved activities on and off school property in the name of the school or school activity and maintain those funds in a separate bank account.

RESPONSIBILITIES:

1. A support/booster organization using external accounts shall not use the state tax exempt or federal identification number of the school or district but shall obtain a state tax exempt number specifically and only for the use of the support/booster organization. A federal identification number, specifically and only for the use of the support/booster organization, shall also be obtained if required for federal reporting purposes.
2. Submit the names of the club officers to the principal at the beginning of the school year.
3. Submit an annual booster club budget to the principal within the first thirty days of the school year showing estimated revenues from admissions, fundraisers, dues, concession sales, and other categories, and estimated expenditures by category.
4. Ensure funds are expended in accordance with the purpose and intended use only.
5. Submit an annual financial report to the principal by July 25 for the year ended June 30 reporting receipts from admissions, fundraisers, dues, concession sales, and other categories; expenditures by payee; and beginning and ending balances.
6. Ensure compliance with Title IX issues as it relates to fund-raising and expenditures.

Booster Club Accounts Requirements According To Regulation

- 1. A Booster Club must submit the names of club officers to the principal at the beginning of each school year.**
- 2. A Booster Club must submit to the principal an annual Booster Club Budget within 30 days of the start of the school year showing estimated revenues and expenditures.**
- 3. A Booster Club should ensure that all funds are expended in accordance with the intended use.**
- 4. A Booster Club should not make expenditures that are out of compliance with Title IX as it relates to fundraising and expenditures.**
- 5. A Booster Club may not use the school/district Tax ID numbers for sales tax exemption or any federal reporting. They must acquire one of their own.**

MONTHLY EXPENSE REPORT

Booster Club: _____

Month of: _____

Previous Balance: _____

Total Deposits: _____

Total Expenditures: _____

Closing Balance: _____

Explanation of Deposits

Date	Description	Amount
Total Deposits		

Explanation of Expenditures

Date	Description	Amount
Total Expenditures		

Club Treasurer

Club President

Owen County High School



Student- Athlete Handbook

2004-05

an interscholastic squad of Owen County High School, you have inherited a wonderful tradition which you are challenged to uphold.

Our tradition has been to win with honor. We desire to win, but only with honor to our athletes, our schools and our community. Such a tradition is worthy of the best efforts of all concerned. Over many years our squads have achieved more than their share of league and tournament championships. Many individuals have set records and achieved All-State and All-Conference honors.

It will not be easy to contribute to such a great athletic tradition. When you wear the maroon and white, we assume that you not only understand our traditions, but are willing to assume the responsibilities that go with them. However, the contributions you make should be a satisfying accomplishment to you and your family.

- a) **Responsibilities to Yourself:** The most important of these responsibilities is to broaden and develop strength of character. You owe it to yourself to derive the greatest benefit from your high school experiences.

Your academic studies, your participation in other extracurricular activities as well as in sports, prepare you for your life as an adult.

- b) **Responsibilities to Your School:** Another responsibility you assume as a squad member is to your school. We cannot maintain our position as having an outstanding school unless you do your best in the activity in which you engage. By participating in athletics to the maximum of your ability, you are contributing to the reputation of OCHS.

You assume a leadership role when you are on the athletic squad. The student body and citizens of the community know you. You are on stage with the spotlight on you. The student body, the community and other communities judge our school by your conduct and attitude, both on and off the field. Because of this leadership role, you can contribute significantly to school spirit and community pride. Make us proud of you, and your community proud of your school, by your consistent demonstration of these ideals.

- c) **Responsibilities to Others:** As a squad member you also bear a heavy responsibility to your home. If you never give your parents anything to be ashamed of, you will have measured up to the ideal. When you know in your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability everyday and that you have played the game "all out," you can keep your self-respect and your family can be justly proud of you.

The younger students in the Owen County School System are watching you. They will copy you in many ways. Do not do anything to let them down. Set good examples for them.

Governance

1) The Board of Education

The Board of Education, responsible to the people, is the ruling agency for the Owen County Public School(s).

The Board of Education is responsible for the following areas:

- a) Interpreting the needs of the community.
- b) Developing of policies in accordance with state statutes and mandates and in accordance with the educational needs and wishes of the people of Owen County School District.
- c) Approving means by which professional staff may make these polices effective.
- d) Evaluating the interscholastic athletic program in terms of its value to the community.

2) The Kentucky High Athletic Association

All schools are voluntary members of the Kentucky High School Association and compete only with member schools. As a member school district, the secondary schools of agree to abide by and enforce all rules and regulations promulgated by this association.

The primary role of the state association is to maintain rules and regulations that ensure equity in competition for the student-athletes and a balance with other educational programs. The association solicits input and is responsive to requests for rule modification from member schools, appointed committees, and coaches' associations.

The state association attempts to enforce such rules that assure the greatest good for the greatest number and to ensure that competition is conducted in an appropriate manner.

3) The National Federation of State High School Associations (NFHS)

The NFHS consists of the fifty-one individual state high school athletic and/or activities associations. The purposes of the NFHS are to serve, protect and enhance the interstate activity interests of the high schools belonging to state associations; to assist in those activities of the state associations which can best be operated on a nationwide scale; to sponsor meetings, publications and activities which will permit each state association to profit by the experience of all other member associations; and to coordinate the work to minimize duplication.

The NFHS is both a service and regulatory agency. The growth and influence of state associations and the NFHS ensures some degree of team work on the part of more than 20,000 schools and enables them to formulate policies for the improvement of interscholastic activities.

4) The Conference (NCKC)

Owen County High School is a voluntary member of the North Central Kentucky Conference. This League was established for the primary purpose of promoting selected interscholastic activities among member schools and the assurance of such advantages as may be gained by a union of effort.

The conference was established to encourage member schools to improve their co-curricular program in athletics. The conference membership facilitates the arranging of

4) Insurance

The school district does not carry insurance to cover student athletic injuries. Parents will need to sign the reverse side of the acknowledgment card verifying that they have purchased school insurance or possess a family insurance plan.

5) Scholastic Eligibility In order to participate on a team, eligibility requirements must be met prior to participation.

6) Risk of Participation

All athletes and parents must realize the risk of serious injury that may be a result of athletic participation. – The Owen County School District will use the following safeguards to make every effort to eliminate injury:

- a) Maintain a continuing education program for coaches to learn the most up-to-date techniques and skills to be taught in their sport.
- b) Instruct all athletes about the dangers of participation in the particular sport.

7) Financial Obligations and Equipment

- a) Pay to Play (optional as financial conditions warrant) - Each sport season, when squads are selected, athletes may be assessed a small fee as established by the school to help maintain the high quality of the athletic program.
- b) Uniforms - In several sports, athletes will be required to purchase a portion of the game uniform, which will become their property.
- c) Equipment - All athletes are responsible for the proper care and security of equipment issued to them. School furnished equipment is to be worn only for contests and practice. All equipment not returned in good condition at the end of the season will be subject to a financial penalty.

Athletic Codes of Conduct

1) Conduct of Athletes

A firm and fair policy of enforcement is necessary to uphold the regulations and standards of the athletic department. The community, school administrators and the coaching staff feel strongly that high standards of conduct and citizenship are essential in maintaining a sound program of athletics. The welfare of the student is our major consideration and transcends any other consideration.

All athletes shall abide by a code of ethics that will earn them the honor and respect that participation and competition in the interscholastic program affords. Any conduct that results in dishonor to the athlete, the team or the school will not be tolerated. Acts of unacceptable conduct, such as, but not limited to theft, vandalism, disrespect, immorality or violations of law, tarnish the reputation of everyone associated with the athletic program and will not be tolerated.

PENALTIES FOR VIOLATION

Due to the serious nature of this rule, the coach involved, the athletic administrator and the principal shall meet and determine the penalty according to the degree of the infraction.

Owen County High School Cheerleading Tryouts

To: All girls trying out for the 2005-2006 OCHS Varsity Cheerleading Squad
From: Susan Traylor

Clinic for tryouts begins Monday, May 16th. All three days of clinic are mandatory unless I know in advance and you have a valid excuse for missing. However, you would only be hurting your chances of having your best possible tryout if you miss. These are the dates and times associated with cheerleading tryouts:

Monday, May 16th: 1st day of clinic-3:30 to 5:30; OCHS Gym
Tuesday, May 17th: 2nd day of clinic-3:30 to 5:30; OCHS Gym
Wednesday, May 18th: 3rd day of clinic-3:30 to 5:30; OCHS Gym
Thursday, May 19th: TRYOUTS; OCHS Gym. We will begin shortly after school is dismissed. The judges plan on being here around 3:30 so there won't be time to go home.

There are three things that must be turned in before you can try out for cheerleader:

1. **Physical Form**-signed by the attending physician. You must use the form provided.
2. **Signed Policies and Procedures Slip**-you and a parent must read the attached Policies and Procedures and KHSAA Eligibility Rules. Only turn in the last sheet where signatures are requested. The rest of the packet is for your records.
3. **Photocopy of Insurance Card**

Please have these three things ready to turn in to me on Monday at clinic.

The judges are from out of the county. Tryouts are open to the public, however, I will put signs on the doors to discourage a lot of heavy traffic walking in and out of tryouts. I want to keep distractions to a minimum during tryouts especially at times when you need total concentration (such as during the partner stunt component).

The dress for tryouts is white shoes, white socks, dark shorts, and white t-shirt. Do not spend a lot of money on this ensemble. The key is to have a clean, crisp, neat look.

No set number of cheerleaders will be selected. A minimum of twelve cheerleaders will be kept however. The scores will determine the cutoff point. At the conclusion of judging, the scores will be tabulated and put in order from highest to lowest. The point where the next score drops dramatically will determine how many girls are kept.

Owen County High School Cheerleading Tryouts

To: All girls trying out for the 2005-2006 OCHS Varsity Cheerleading Squad
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OCHS Cheerleaders 2005-2006 Policies and Procedures

Attendance:

-Cheerleaders are required and expected to be at all practices and games.

-Cheerleaders are also expected to attend a camp in the summer prior to the beginning of school.

-Attendance will be monitored by the coach for all practices and games.

-If a cheerleader can not be at a practice or game, they are to notify the coach prior to the practice/game as soon as possible. The coach should also be notified if you leave school early on a practice or game day. It will then be determined if the absence is excused or unexcused.

-The following will be considered excused absences: sickness, death in family, and school trips. Other situations may be considered excused as determined by the coach.

-The definition of "sickness" means that a cheerleader is out of school for the day of the scheduled practice or game. It does not mean the cheerleader decides to go home after school because she has a headache or minor stomach ache.

Doctor and dentist appointments should not be made on practice and game days.

The coach will use some flexibility, but it is important he/she knows what is going on before the practice/game.

-Unexcused absences include all other situations not mentioned above.

-The following are the consequences of unexcused absences:

1st offense: A written or oral explanation must be received prior to the next scheduled practice or game. There will also be a one game suspension. In addition, if there is a scheduled practice(s) between the offense and the game, the cheerleader is required to attend.

2nd offense: The cheerleader will not participate with the squad at the next two games. However, the cheerleader is required and expected to be in complete uniform at those games. In addition, if there is a scheduled practice(s) between the offense and the game, the cheerleader is required to attend.

3rd offense: We have problems. The cheerleader will be asked to be present in a scheduled meeting with the coach, the principal, and a parent.

-Attendance at all practices/games/events is very important. When squad members are absent, changes have to be made in formations and cheers!!!

Practices:

- Cheerleaders are required to be at all practices.
- Cheerleaders are required and expected to be dressed appropriately for all practices. Proper attire includes: shorts and shirts, socks, and gym shoes; hair put up, and no jewelry.
- No gum will be allowed at practices.
- Cheerleaders are expected to give 100% at practices.
- Practices will be held 3 or 4 times a week during football and 1-3 times during basketball seasons depending on the game schedule. Some practices as well as cheerleading camp will be held in the summer prior to the beginning of school. These practices will be limited. Times will vary on summer practices, but these will be made as convenient as possible for the parents.
- Practices will usually be held immediately after school from 3:30 to 5:30.
- Practices are closed. This includes parents and friends. When others are present the girls tend to lose their concentration and accidents occur or valuable practice time is wasted.

Games and Other Events:

- Cheerleaders are expected to be at all games and other events that occur throughout the season.
- Cheerleaders are required to be at all events 60 minutes before they are scheduled to begin. This means dressed, hair-up, and ready to cheer. Arriving late without a valid excuse may result in sitting out for a portion of the game.
- Uniforms are expected to be clean, pressed, and mended (if necessary) for all events.
- Shoes are to be clean and polished, if necessary, for all games.
- All hair should be neat and out of face. The squad will wear a uniform hairstyle to all games as determined by the coach. Hair is to be put up if able.

-If a neat appearance is not presented or the wrong uniform is worn, the cheerleader will be required to sit out the entire game.

-Cheerleaders will not wear jewelry to or during the games/events. All jewelry should be removed prior to coming to games. **NO EXCEPTIONS.**

-No gum is allowed while in uniform.

-While at games, the coach is in charge. If a cheerleader has a problem that is affecting her ability to cheer, she should talk with the coach and not leave the cheerleading formation to talk with her parent before clearing it with the coach. Cheerleaders are expected to treat the coach with respect. Backtalking, "rolling of the eyes", or a "huffy" attitude will not be tolerated. Ignoring or failing to abide by the coach's orders is cause for a conference among the cheerleader, coach, the principal, and/or the parent.

Uniforms:

-Once assigned by the coach, uniforms are the complete responsibility of the cheerleaders.

-Uniforms are to be kept neat and clean at all times. If your uniform is dirty it is your responsibility to wash it before the next game.

-Uniforms are the property of Owen County High School. Cheerleaders are responsible for the replacement of uniforms and other accessories, including pom-poms, if lost or damaged.

-No part of any uniform should be worn except at games, competitions, and other events in which we participate as a team.

-All uniforms must be washed before turning them in at the end of the season.

Transportation:

-Cheerleaders are to be picked up at the appropriate times.

-Cheerleaders riding home from a game/event with someone other than a member of their immediate family should let the coach know of their plans in advance.

Sportsmanship:

-Cheerleaders are required and expected to represent the school in the most positive way at all games/events.

-Poor sportsmanship will not be tolerated and will result in a cheerleader sitting out for one game. This includes making unsportsmanlike comments to the visiting team or visiting cheerleading squad. This also includes talking to ballplayers or fans in an inappropriate, lewd, or unbecoming way.

-Cheerleaders are to maintain a certain image while in uniform. Profane language, public displays of affection, and hickies don't mix with a cheerleading uniform and will be grounds for some type of suspension or dismissal if excessive.

-A cheerleading squad is to act like a team at all times. Fighting or snide remarks among squad members in practice or games will not be tolerated. Be mindful of how you talk about the cheerleading team. It is imperative that team members not make negative comments about the team to other people. We want the team to be viewed as a uniformed group and comments about the team should be of a positive nature. In addition, calling the coach by an inappropriate name during school hours will be treated the same as if it was any other teacher and will be written up with a disciplinary referral.

-Some things discussed at practices among team members is to be kept confidential. Such talks or written correspondence only meant for cheerleading members' and parents ears and eyes are not to be shared with other students.

-Cheerleaders will be dismissed from the squad for smoking, drinking, abuse of drugs, and misconduct **in uniform or at any school function.**

Academics and School Attendance:

-As a representative of an academic institution, you are expected and required to meet all academic and Code of Conduct standards as stated by the Owen County School District, Owen County High School, and KHSAA rules. Eligibility sheets will be used to monitor those students who are in academic jeopardy.

-Cheerleaders are to be in school the day after every athletic event. Without a doctor's excuse or reasonable proof of illness, failure to attend school on these days will be handled like an unexcused absence to a practice/game/event (see page one).

-Cheerleaders are expected to be in a full day attendance on days when events are scheduled unless prior approval has been granted to waive the full day attendance.

Cheerleaders must abide by the KHSAA rules the school holds for all athletes. See attached KHSAA rule sheet.

I have read and understand the rules/guidelines in the 2005-2006 OCHS Cheerleading Policies and Procedures. I will abide by these rules as well as those outlined in the KHSAA Eligibility Rules. I will accept the consequences should I choose not to follow them.

Student Signature

Parent Signature

Date

OCHS Cheerleading Tryouts
2003-2004

Composite Score for # _____

Coach's Evaluation _____

Judge 1 Score (Parts 1-3) _____

Judge 2 Score (Parts 4-5) _____

Judge 3 Score (Parts 6-7) _____

Judge 3 Score (Part 8) _____

Total Tryout Score _____

Tryout Ranking _____

Coach's Evaluation

	Possible Points	Points Earned
I. Attitude	6	_____
II. Ability to get along with teammates	6	_____
III. Ability to accept constructive criticism	6	_____
IV. Effort throughout the season	6	_____
V. Overall skill level	<u>16</u>	_____
Total Points	40	

**OWEN COUNTY HIGH SCHOOL
CHEERLEADER TRYOUTS SCORESHEET
JUDGE #1**

	POSSIBLE POINTS	POINTS EARNED
I. Personal Appearance		
A. Hair-neat, peppy, up/out of face	2	_____
B. Make-up not distracting/no jewelry	2	_____
C. Posture-pleasing	2	_____
D. Clothing-neat and clean (dark shorts/white top)	2	_____
E. Clean white socks and white athletic shoes	2	_____
SUBTOTAL	10	_____
II. Sideline Cheer		
A. Voice	5	_____
B. Pep & Enthusiasm	5	_____
C. Timing and Motions	5	_____
SUBTOTAL	15	_____
III. Group Cheer		
A. Voice	4	_____
B. Timing & Rhythm	5	_____
C. Poise & Confidence	5	_____
D. Jumps (Toe touches)	5	_____
E. Pep & Enthusiasm	5	_____
F. Sharpness of Motions	6	_____
SUBTOTAL	30	_____
TOTAL POINTS	55	_____

JUDGE'S SIGNATURE _____

**OWEN COUNTY HIGH SCHOOL
CHEERLEADER TRYOUTS SCORESHEET
JUDGE #2**

	POSSIBLE POINTS	POINTS EARNED
IV. Dance		
A. Timing & Rhythm	3	_____
B. Motions & Execution	3	_____
C. Facial Expression	3	_____
D. Pep & Enthusiasm	3	_____
E. Attitude & Crowd Appeal	3	_____
SUBTOTAL	15	_____
V. School Song		
A. Timing & Rhythm	4	_____
B. Motions & Execution	4	_____
C. Facial Expression	4	_____
D. Pep & Enthusiasm	4	_____
E. Jumps	4	_____
SUBTOTAL	20	_____
TOTAL POINTS	35	_____

JUDGE'S SIGNATURE _____

**OWEN COUNTY HIGH SCHOOL
CHEERLEADER TRYOUTS SCORESHEET
JUDGE #3**

	POSSIBLE POINTS	POINTS EARNED
VI. Jumps		
Toe Touch		
A. Body Position/Height	3	_____
B. Landing	3	_____
C. Overall Execution	4	_____
Total Jump 1	10	_____
Optional Jump		
A. Degree of Difficulty (see list)	3	_____
B. Body Position/Height	2	_____
C. Landing	2	_____
D. Overall Execution	3	_____
Total Jump 2	10	_____
JUMPS SUBTOTAL	20	_____
 VII. Gymnastics		
Standing Back handspring		
A. Independence	5	_____
B. Overall Execution	5	_____
Total Stunt 1	10	_____
Roundoff Back handspring		
A. Independence	5	_____
B. Overall Execution	5	_____
Total Stunt 2	10	_____
Gymnastics Stunt 3		
A. Level of Difficulty (see list)	5	_____
B. Overall Execution	5	_____
Total Stunt 3	10	_____
GYMNASTICS SUBTOTAL	30	_____
TOTAL POINTS	50	_____

JUDGE'S SIGNATURE _____

**OWEN COUNTY HIGH SCHOOL
CHEERLEADER TRYOUTS SCORESHEET
JUDGE #3**

	POSSIBLE POINTS	POINTS EARNED
VIII. Partner Stunts		
Partner Stunt 1		
A. Level of Difficulty (see list)	5	_____
B. Overall Execution	5	_____
Total Stunt 1	10	_____
Partner Stunt 2		
A. Level of Difficulty (see list)	5	_____
B. Overall Execution	5	_____
Total Stunt 2	10	_____
STUNT SUBTOTAL	20	_____

JUDGE'S SIGNATURE _____

Degree of Difficulty Guidelines

Jumps:

1 point-spirit tuck, spread eagle

2 points-herkie, side hurdler, double hook

3 points-front hurdler, double nine, pike, double toe touch

Gymnastics:

1-forward roll, backward roll, cartwheel, round-off, splits

3-front limber, front walk-over, back walk-over, back bend kick over, front handspring, round-off toe touch

4-back handspring series

5-standing tuck, round-off tuck, layout, or any other higher level series

Required backhandspring and round-off backhandsprings: Deduct 1-4 points for use of spot. Spot used for confidence only, can basically do the stunt, deduct one point. Deduct 2-4 points for level of spot involvement used to perform the stunt.

Optional gymnastics: Deduct 1-3 points for use of spot. Spot used for confidence only, can basically do the the stunt-deduct one point. Deduct 2-3 points for level of spot involvement used to perform the stunt.

Partner Stunts:

1-thigh stand, shoulder sit, back spot, front spot

2-shoulder stand

3-elevator with cradle, knee basket,

4-full with cradle, full extension from elevator with cradle; full extension down to cradle, single base chair, single base elevator, twisty up with cradle

5-basket toss, reload sequences, twisty up-twisty down, liberty, single base extension with cradle



OCHS Athletic/ Gender Equity Committee

Members

Gran Mefford

Beth Johnson

Delmas Castle

David Wainscott

Greg Ulasiewicz

Terry Patterson

Robert Osborne

Debbie Scott

Rusty Williams

Kelsey Williams

Owen County High School

2004-05

Title IX Annual Report

March 31, 2005

Phone: 502-484-5509
Fax: 502-484-0444
Email:
gmefford@owen.k12.ky.us

2004-2005
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 1

KHSAA
 Form TI
 Rev. 10/04

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	247	44.8%	153	40.4%
Row 2	BOYS	304	55.2%	226	59.6%
Row 3	Totals	542	100%	325	100%

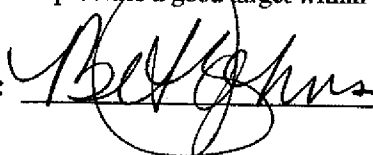
Instructions:

*Number of 8th grade students & below used in Column 4 calculations if applicable: 59

- 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 term 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. 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: _____



Date: March 31, 2005

2003-2004
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 2

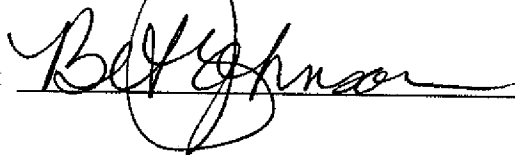
Participation Opportunities Test Two

		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:	6	58	0	0
	Row 2	j.v.:	6	67	3	18
	Row 3	frosh:	2	28	1	14
	Row 4	total:	14	153	4	32
						20.9%
BOYS	Row 5	varsity:	7	107	0	0
	Row 6	j.v.:	7	90	2	20
	Row 7	frosh:	2	29	0	0
	Row 8	total:	16	226	2	20
						8.8%

- 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, 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 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. Girls' 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, 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, 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 the 25%, then compliance with test three should be analyzed. CAUTION: 25% is not a formal compliance standard.

Principal's Signature: _____




Date: March 31, 2005

2004-2005
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, based on your most recent Student Interest Survey, to form a viable interscholastic team based on student responses from interscholastic survey. If yes, what sport?	No		No
4. 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
5. 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
6. If you answered YES to question (1), (2), (3), or (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.	No		No

Principal's Signature:  **Date:** March 31, 2005

2004-2005
ACCOMMODATION OF INTERESTS AND ABILITIES
SUMMARY PROGRAM CHART 4

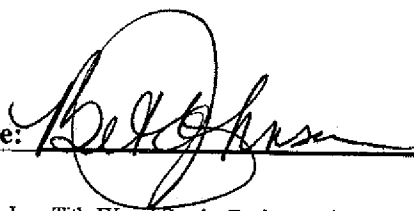
KHSAA
 Form T4
 Rev. 10/04

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	58	37.9%
Row 2	j.v.:	6	67	43.8%
Row 3	frosh:	2	28	18.37%
Row 4	total:		153	100%
Boys				
Row 5	varsity	7	107	47.3%
Row 6	j.v.:	7	90	39.9%
Row 7	frosh:	2	29	12.8%
Row 8			226	100%

- 1) Copy the number entered on Form T1, Row 1, Column 3 and place on Row 1, Column 1 of this form
- 2) Copy the number entered on Form T1, Row 2, Column 3 and place on Row 1, Column 2 of this form.
- 3) List the number of teams at the varsity, junior varsity, and freshman levels for boys and girls (Row #2, 5, 8) and place in the proper boxes in Columns 1 and 2.
- 4) List the number of teams at the varsity, junior varsity, and freshman levels for boys and girls (Rows #3, 6, 9) and place in the proper boxes in Columns 1 and 2.
- 5) Calculate the percentage of female and male participants at each level. (Rows #4, 7, 10)
 - Divide Row 3, Column 1 by Row 1, Column 1, and place the percentage in Row 4, Column 1.
 - Divide Row 3, Column 2 by Row 1, Column 2, and place the percentage in Row 4, Column 2.
 - Divide Row 6, Column 1 by Row 1, Column 1, and place the percentage in Row 7, Column 1.
 - Divide Row 6, Column 2 by Row 1, Column 2, and place the percentage in Row 7, Column 2.
 - Divide Row 9, Column 1 by Row 1, Column 1, and place the percentage in Row 10, Column 1.
 - Divide Row 9, Column 2 by Row 1, Column 2, and place the percentage in Row 10, Column 2.

Principal's Signature: _____



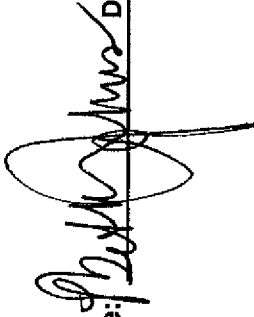
Date: March 31, 2005

**2004-05
BUDGETED AND ACTUAL EXPENDITURES- PROGRAM COMPARISON CHART
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies	travel	awards	coaches' salaries	facilities improvements	publications (if sport specific)
	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures
G basketball	7524	7073	780	10,601	0	200
B basketball	10,952	1610	777	10,601	0	200
G softball	2958	160	200	3186	2400	0
B baseball	5833	106	322	3186	1328	0
G cross country	0	0	0	668	0	0
B cross county	0	0	0	668	0	0
G golf	529	0	0	1159	0	0
B golf	1232	0	0	1159	0	0
G soccer	1494	0	287	3186	179	0
B soccer	246	0	400	3186	278	0
G swimming						
B swimming						

1. Total expenditures T-35 and T-36 on the 2004-2005 year report due by April 15, 2005, should reflect the total monies spent (rounded off to nearest hundred) for the entire year of 2003-2004 ending June 30, 2004.

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

Principal's Signature:  Date: March 31, 2005

2004-05

**BUDGETED AND ACTUAL EXPENDITURES- PROGRAM COMPARISON CHART
TO INCLUDE BOOSTER CLUB FUNDING**

	equipment and supplies	travel	awards	coaches' salaries	facilities improvements	publications (if sport specific)
	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures
G track	375	0	17	990	0	0
B track	375	0	17	990	0	0
G tennis						
B tennis						
G volleyball						
B wrestling						
G (list sport)						
B football	6479	998	571	12,744	3517	1460
G (list sport)						
B (list sport)						

1. Total expenditures T-35 and T-36 on the 2004-2005 year report due by April 15, 2005, should reflect the total monies spent (rounded off to nearest hundred) for the entire year of 2003-2004 ending June 30, 2004.

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

3. Indicate percentage of total expenditures for each gender: Total Expenditures \$59,356 % for boys 60.8 % % for girls 39.2%

Principal's Signature:  Date: March 31, 2005 _____

2004-2005 KHSAA TITLE IX ATHLETICS AUDIT

Checklist – Overall Interscholastic Athletics Program

Areas of Compliance	ADVANTAGE TO		
	GIRLS' PROGRAM	BOYS' PROGRAM	NEITHER PROGRAM
OPPORTUNITIES			
Accommodation of Interest and Abilities			✓
BENEFITS			
Equipment and Supplies			✓
Scheduling of Games and Practice Time			✓
Travel and Per Diem Allowances			✓
Coaching			✓
Locker Rooms, Practice and Competitive Facilities			✓
Medical and Training Facilities and Services			✓
Publicity			✓
Support Services			✓
Athletic Scholarships			✓
Tutoring			✓
Housing and Dining Facilities and Services			✓
Recruitment of Student Athletes			✓

Principal's Signature: _____

Date: March 31, 2005

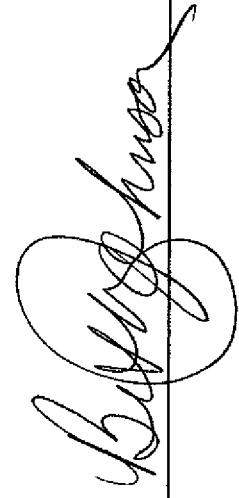
SCHOOL NAME

Owen County High School

2004-2005
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, 2004.

ITEM FOR CORRECTION	SUGGESTED CHANGE	TIME TABLE FOR CORRECTIVE ACTION
Baseball field has lights, softball field is better but has no lights. We will continue to look at this situation.	Complete field project. (This is a facilities issue.)	<p>LIGHTS COMPLETED! We added a girls' freshman softball team last year due to the number of girls wanting to play.</p>
We need a soccer complex on campus with game field and practice fields.	Complete field project. (This is a facilities issue.)	<p>The new school has very adequate facilities for both boys and girls except for athletic fields Complete field project by 2007. Too much use on football field-can not schedule what is necessary.</p>
Prime-time game scheduling.	Make sure girls' basketball has an equal or greater number of prime time games as defined by the KHSAA.	<p>2004-05 season. Completed- continue making sure prime-time games are monitored.</p>



Principal's Signature

Date: March 31, 2005



OWEN COUNTY HIGH SCHOOL

Owen Co. High School
2340 Hwy. 22 East
Owenton, KY 40359
Phone (502) 484-5505

"Making Choices for the Future"

November 23, 2004

Site Based Council

Members
Machele Bess
Tim Hitzfield
Susan Stowe
Kim Webster
Debra York

Principal
Beth Johnson

**Asst. to the Principal &
Athletic Director**
Gran Mefford

Guidance Counselor
Melissa Carpenter

Plant Operator
Roger Hunter

School Nurse
Karen Wash

JKG Coordinator
Greg Ulasiewicz

Youth Service Center
Pat Gibson

School Bookkeeper
Debbie Scott

Guidance Secretary
Jennifer Power

Attendance Clerk
Sheila Ford

Mr. Jeff Perkins
4180 Georgetown Rd.
Owenton, KY 40359

Dear Mr. Perkins:

I am writing in response to a request that I received in my office on November 17, 2004, addressed to the "All Officers of the Runnin' Rebels Hoop Club." I will start by saying that I do not serve in any official capacity of that account; therefore, have no authority to honor your request.

I have taken the time to contact Legal and Legislative Services in the Kentucky Department of Education to better understand my role as principal in this request. Upon your first request, I have produced all of the records that the booster club had presented to the district in the required time frame, including some tendered to the district per the "Redbook" requirements, others not.

The remaining record that you have requested the school district does not have is in the hands of the booster club officers. I do not have records listed in your request which include:

1. All cancelled checks from 1999 to present
2. All deposits from 1999 to present
3. All receipts or copies of all receipts from 1999 to present
4. All missing bank statements from 1999 to present
5. Receipts for scouting for December 24, 2002, check number 1474 for \$300 written to cash

I also understand that I am not under any duty to produce what the district and school do not have in possession. Those records should be in the possession of the booster club. Booster Clubs are not public entities, and with the exception of the documents tendered to the organization, are not public records. You may ask the officers to produce them, but whether the booster club chooses to do so is up to that organization.

KRS 61.872 applies to the school activity fund and the documents given to the school from the booster clubs as required by the "Redbook", given that the exceptions in KRS 61.878 do not apply.

Sincerely,

Beth Johnson, Principal
Owen County High School



OWEN COUNTY HIGH SCHOOL

Owen Co. High School
2340 Hwy. 22 East
Owenton, KY 40356
Phone (502) 484-5506

"Making Choices for the Future"

November 23, 2004

Mr. Kim Juett
2920 Hwy. 227 North
Owenton, KY 40359

Site Based Council

Members
Machele Bess
Tim Hitzfield
Susan Stowe
Kim Webster
Debra York

Principal
Beth Johnson

Asst. to the Principal &
Athletic Director
Gran Mefford

Guidance Counselor
Melissa Carpenter

Plant Operator
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School Nurse
Karen Wash

JKG Coordinator
Greg Ulasiewicz

Youth Service Center
Pat Gibson

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Debbie Scott

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Jennifer Power

Attendance Clerk
Sheila Ford

Dear Mr. Juett:

I am writing in response to a request that I received in my office on November 17, 2004, addressed to the "All Officers of the Runnin' Rebels Hoop Club." I will start by saying that I do not serve in any official capacity of that account; therefore, have no authority to honor your request.

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Sincerely,

Beth Johnson
Beth Johnson, Principal
Owen County High School



OWEN COUNTY HIGH SCHOOL

Owen Co. High School
2340 Hwy. 22 East
Owenton, KY 40356
Phone (502) 484-5506

"Making Choices for the Future"

November 23, 2004

Mr. Tommy Tackett
230 Green Acres
Owenton, KY 40359

Dear Mr. Tackett:

I am writing in response to a request that I received in my office on November 17, 2004, addressed to the "All Officers of the Runnin' Rebels Hoop Club." I will start by saying that I do not serve in any official capacity of that account; therefore, have no authority to honor your request.

I have taken the time to contact Legal and Legislative Services in the Kentucky Department of Education to better understand my role as principal in this request. Upon your first request, I have produced all of the records that the booster club had presented to the district in the required time frame, including some tendered to the district per the "Redbook" requirements, others not.

The remaining record that you have requested the school district does not have is in the hands of the booster club officers. I do not have records listed in your request which include:

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2. All deposits from 1999 to present
3. All receipts or copies of all receipts from 1999 to present
4. All missing bank statements from 1999 to present
5. Receipts for scouting for December 24, 2002, check number 1474 for \$300 written to cash

I also understand that I am not under any duty to produce what the district and school do not have in possession. Those records should be in the possession of the booster club. Booster Clubs are not public entities, and with the exception of the documents tendered to the organization, are not public records. You may ask the officers to produce them, but whether the booster club chooses to do so is up to that organization.

KRS 61.872 applies to the school activity fund and the documents given to the school from the booster clubs as required by the "Redbook", given that the exceptions in KRS 61.878 do not apply.

Sincerely,

Beth Johnson, Principal
Owen County High School

Site Based Council

Members

Machele Bess
Tim Hitzfield
Susan Stowe
Kim Webster
Debra York

Principal

Beth Johnson

**Asst. to the Principal &
Athletic Director**

Gran Mefford

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Pat Gibson

School Bookkeeper

Debbie Scott

Guidance Secretary

Jennifer Power

Attendance Clerk

Sheila Ford

**PARENTS' CONCERNS ABOUT
OCHS ATHLETICS AND APPROPRIATION OF FUNDS**

1. We as concerned parents are requesting that expenditures of all sports' funds and spending for the past five years be presented to us and the Site Base Council within the time specified in the Open Records Law.
2. Athletic Director overseeing all sports and kids participation of those sports.
 - A. Football coach has had previous problems with anger management, but the athletic director has failed to see the problems on the field with the football coach hitting players in their helmets and knocking them to the ground and also grabbing face masks.
 - B. Parents donate time and equipment free of charge instead of athletic director funding these projects.
 - C. School board donated \$4,000 to \$5,000 for Bermuda grass. The athletic director allowed the little league football on the field the night before the last home game and it was entirely too muddy. The field was destroyed for the last home game and it was senior night. Friends of Football bought turf master from the baseball program to get the field ready for this final game.
3. Athletic director has been known to have tobacco in his mouth during school hours and ball games and our children are not allowed to have any tobacco products on school grounds.
4. Before the Frankfort game, he had four tall beers at Applebees and came to represent OCHS as Athletic Director.
5. We are recommending as concerned parents that the Site Base Council make policy whereby any official booster club's funds cannot be in the hands of the coach, but in the hands of elected officers for each sport.
6. We are requesting the criteria in which he cuts players from the basketball team and also a record of past years of who he has officially been cut from the team.
7. What is the Athletic Director's job responsibilities?

11-16-04

TO MARK Cleveland

& Beth Johnson

FROM Kim Juett

CONCERNING OUR phone conversation today
AND FOR REQUESTING ADDITIONAL RECORDS.

TO: All Officers of the Runnin Rebels Hoop Club

We requested all open records of the Runnin Rebels Hoop Club on November 8, 2004, and we did not receive cancelled checks, receipts and there were several bank statements missing from the calendar year 1999 to the present date.

We request the following:

1. All cancelled checks from 1999 to present
2. All deposits from 1999 to present
3. All receipts or copies of all receipts from 1999 to present
4. All missing bank statements from 1999 to present
5. We request the receipts for scouting for December 24, 2002, check number 1474 for \$300 written to cash. Reason on statement says scouting for Dan, D, Kevin.

Sincerely yours,


Jeff Perkins


Tommy Fackett


Kim Julett

Email Message

Date: 20-Dec-2004 13:40 -0500
From: LBOUCHER (Larry Boucher)
To: BDEVRIES
Copies-to: JeffS.Perkins@ky.gov
Subject: bcc: re: (fwd) Information reported to KHSAA

Put your request in writing and address it to the school Principal. Be sure that at the bottom of the letter you indicate that a copy is also going to the school Superintendent and to the KHSAA. Follow up with sending out all of the appropriate copies. Please make sure that you are as specific as you can be with regard to the details of the information you want. I don't think, under the Opens Records Law, you can just "shot gun" a request trying to incorporate and/or look at just anything that might come up.

On Monday, December 20, 2004 11:13 AM, Brigid DeVries wrote:

>
>Date: 20-Dec-2004 11:13 -0500
>From: Brigid DeVries
>To: LBOUCHER
>Subject: (fwd) Information reported to KHSAA
>
>Larry:
>
>Please answer this. Thanks.
>Sincerely,
>Brigid L. DeVries, Commissioner
>Kentucky High School Athletic Association
>2280 Executive Drive, Lexington, Kentucky 40505
>Telephone: 859-299-5472
>Fax: 859-293-5999

Handwritten signature: Fitch TX, Embury Co.

>-----Original Message-----

>Date: Tue, 14 Dec 2004 13:40:26 -0500
>From: JeffS.Perkins@ky.gov
>Subject: Information reported to KHSAA

>Ms. DeVries,
>We requested financial records from our school (school is a member of KHSAA)
>that was reported to them from one of our booster clubs for the last five
>(5) years. There are missing records that add up to over 30% of the time
>requested. When we contacted local officials about the missing records we
>were told that this was all that was submitted my the booster club. The
>missing information will greatly affect the accuracy reported to the KHSAA
>on forms T-35 and T-36. There may be others that we are not aware of. Local
>officials are not willing to address this issue. Is this a major problem?
>Where do we go from here? Any assistance would be greatly appreciated.

>Jeffrey S. Perkins, U/1619
>Property Officer Supervisor
>Properties Management & Supply Branch
>Kentucky State Police
>PH (502) 227-8744
>Cell (502) 330-8029
>Fax (502) 564-6066

>Confidentiality Statement

>This communication contains information which is confidential. It is for
>the exclusive use of the intended recipient(s). If you are not the intended
>recipient(s) please note that any form of distribution, copying, forwarding
>or use of this communication, or the information therein, is strictly
>prohibited and may be unlawful. If you have received this communication in

Email Message

(Page 1 of 1)

Date: 29-Apr-2005 09:37 -0400
From: LBOUCHER (Larry Boucher)
To: "Mefford, Gran" <gmefford@owen.k12.ky.us>
Copies-to: "Johnson, Beth" <bjohnson@owen.k12.ky.us>,
"Scott, Debbie" <dscott@owen.k12.ky.us>
Subject: bcc: RE: Title IX

~~We will be there on May 4th at 1:00 p.m. We will not require a Gender Equity Committee Meeting. However, we will want to tour all of your facilities, both indoor and out (to include locker room, storage and coaching space assigned each team). We will want to see copies of all written policies that deal with determination and placement of awards and recognition, uniforms (away and home, practice and warm-ups) for both genders, written policies regarding the use of the school's athletic facilities (weight room, gyms, fields, etc.) and practice times, coaches salaries and related benefits (i.e. sending them to state tournaments, conventions, dues and fees, etc.) and the total number of coaches per each team. We will want to look at your Master Title IX File that you keep at your school and the minutes from the last two years of your Gender Equity Committee Meetings. We will want to see any written booster club agreements that you might have in place. We will want to privately interview your softball and volleyball head coach. We will want to privately interview at least one student member of your Gender Equity Committee. We want to privately interview a player from your girls' softball and boys' basketball team. We would like to examine your cheerleading selection policy. And lastly, we want to examine, in your presence, financial records (primarily expenditures) for the last two years that relate to your entire athletic environment (please insure that booster club expenditures are included) at your school. If you can have all of this ready when our people arrive...we will be in and out of there as quickly as we can. Thanks Coach for your cooperation. Sorry about all of this necessity.~~

On Monday, April 25, 2005 1:34 PM, Mefford, Gran wrote:

>
>Date: Mon, 25 Apr 2005 13:34:26 -0400
>From: Mefford, Gran
>To: "'lboucher@KHSAA.ORG'" <lboucher@KHSAA.ORG>
>Subject: RE: Title IX
>
>Mr. Boucher,
>
>We could meet on the following dates: Monday, May 2- anytime from 8:00 AM
>until noon;
>
>Wednesday, May 4- 10:00 AM until noon; or
>
>Monday, May 9-- anytime from 8:00 AM until noon
>
>Gran Mefford, CAA
>
>
>
>-----Original Message-----
>From: Larry Boucher [mailto:lboucher@KHSAA.ORG]
>Sent: Tuesday, April 19, 2005 4:36 PM
>To: gmefford@owen.k12.ky.us
>Subject: Title IX
>
>Coach: Please give me two or three options on dates that we can come and
>visit with your school regarding the Title IX issue we communicated about
>some several weeks ago. Please check it with your Principal. We need
>to get this done as soon as we can. Thanks
>