

August 7, 2012

AUG 13 2012

To: Gary Lawson

RE: Title IX Documents to be added to the 2011-2012 Annual Title IX School Report
For St. Mary High School

Gary,

I sent the following supplemental documents to Darren Bilberry to be included in our annual report. The documents were sent the day I entered our report last April. These documents were to be noted as documentation of the responses to our Title IX Audit that we had last October. I have kept a copy for our Title IX folder/s.

I just wanted to send you a copy for your records. If there are questions, please get in touch.

Email is: tburkeen@smss.org
School Phone: 270/442-1681 Ext. 232
Cell Number: 270/985-5154

Thanks Tony Burkeen
AD St. Mary High School



SMEC Meeting Agenda Item

Date of Meeting: Wednesday, March 14, 2012

Item to be Discussed: Adding Volleyball at the Junior Varsity Level for the
2012-2013 School Year

Process:

1. KHSAA Annual Survey of Interest (8-19-2011)

Survey was given to girls in grades 6-11. Result tabulated. There was an interest in Girls' Volleyball, especially on the Middle School level.

2. Sport Preference Survey (December 11, 2011)

This survey was given to girls in grades 6-11. Soccer, Golf, Cross Country, and Volleyball (if approved) would be the sports that take place in the fall. There was little interest in the high school but a substantial interest in the Middle School. There was some concern that Volleyball might dramatically affect Soccer. This survey indicates that there is enough interest in both sports for the two to co-exist.

3. Meeting with Parents Interested in Volleyball for their girls (3-8-2012)

This meeting was an informational meeting to discuss what was going to be recommended to SMEC for approval. In short, (if approved) volleyball would be offered at the Middle School level and at the Junior Varsity level for the 2012-2013 school year.

4. Recommendation:

Volleyball on the Middle School level (2012-2013 school year)
Volleyball on the Junior Varsity level in High School (2012-2013 school year)
Volleyball on the JV and Varsity level in High School (2013-2014 school year)

5. SMEC Approval (Wednesday, March 14)

If approved, the following will take place:

1. Advertise for a new coach
2. Check with surrounding schools to create a schedule
3. Have a sign-up sheet for girls interested in playing Volleyball
4. Equipment
5. Uniforms
6. Girls meet with new coach

December 14, 2011

Volleyball Interest Meeting with Female Students

- Purpose:
1. Follow-up to KHSAA Interest Survey (Fall-2011)
 2. A form was given to female students in grades 6-11.
 3. All fall sports were listed that St. Mary offers. Sports were: Soccer, Golf, and Cross-Country.
 4. Volleyball was added as a category that girls would like to see added to to St. Mary's Fall sports offerings.
 5. Another category was added to the form that indicated which sport all girls would participate in even if Volleyball is added.
 6. The form also asked the girls which sport/s they presently participate in.

Results:

Class Name	(Volleyball)	Golf	Soccer	X-Country	Preference
11—Aubree Nettles	X				VB
11—Jessica Higgins	X				VB
11—Lydia McManus	X				VB
11—Melissa Howard				X	XC
11—Leslie Shockley			X		SC
11—Megan Wurth			X		SC
11—Nicole Burks		X			GF
10—Emily Teitloff	X		X		SC
10—Grace Babbs				X	XC
10—Haley Eck			X		SC
10—Kayla Spees			X		SC
10—Autumn Sturm			X		SC
10—Alexis Wagner			X		SC
10—Madison Bruce			X		SC
09—Sydney Nash			X		SC
09—Amanda Wurth				X	XC
09—Caroline Koenig				X	XC
08—Shelby Browning	X				VB
08—Alana Ford	X				VB
08—Gabrielle Milliano	X				VB
08—Alli Shields	X				VB
08—Ashley Dunn			X		SC
08—Clare Froelich	X				VB
08—Emily Meredith			X		SC
08—Maddie Cook			X		SC
08—Anna Wilson	X				VB
07—Madison Johnson	X		X		SC

	(Volleyball)	Golf	Soccer	X-Country	Preference
07—Erika Maglasang	X				VB
07—BriAna Thompson	X				VB
07—Abby Noonan	X		X		SC
07—Emme Harned	X		X		SC
07—Karrina Romero			X		SC
07—Emily Gipson	X		X		SC
07—Ellie Vaughn	X		X		SC
07—Hannah West	X		X		VB
07—Meredith Bruce			X		SC
06—Amanda Higgins	X				VB
06—Elizabeth Noonan	X	X	X		SC
06—Clare Ellison	X				VB
06—Emma Denton	X	X			VB
06—Caroline Veatch	X		X		SC
06—Hanna Lurtz	X				VB
06—Annakin Hill	X				VB
06—Ashley Rich	X				VB
06—Karlee Mannon	X				VB
06—Georgia Eck	X		X		VB
06—Bailey Ellingsworth	X				VB
06—Kelsi Harbison	X				VB
06—Jessie Elliot	X				VB
06—Sarah Quarles	X		X		VB
06—Lakyn Largent	X				VB
06—Kelly Black	X				VB
06—Megan Morrow	X				VB
06—Kaitlin Hrdlicka	X				VB
06—Jennifer Young	X	X	X		SC
06—Leigh Ann Seitz	X				VB
06—Peyton Patel	X				VB
Totals	39	4	25	4	VB: 30
	4-HS	1-HS	9-HS	4-HS	3-HS
	35-MS	3-MS	16-MS	0-MS	27MS
					GF: 1-HS 0-MS
					SC: 9-HS 22-MS
					XC: 4-HS

Conclusions:

1. High School interest in Volleyball is sparse. Only four high school students thought that Volleyball should be added as a sport at St. Mary High School. Three of the four high school students said that Volleyball would be their sport of choice.
2. Middle School interest is very high. Thirty-five middle school students indicated that Volleyball should be added as a sport at St. Mary High School. Twenty-seven of those indicated that Volleyball would be their sport of choice.
3. According to the results of this follow-up, there seems to be enough interest for all fall sports for girls to continue with the addition of volleyball.

Recommendation/s:

1. Have middle school soccer next fall.
2. Start Volleyball in the high school at the junior varsity level only for the 2012-13 school year.
3. Shoot for the 2013-2014 school year to have junior varsity and varsity Volleyball.

Future Action:

1. Gender Equity Committee Meeting ok
2. SMEC ok

Program Needs:

1. Equipment
2. Uniforms
3. Coach
4. Schedule

Tony Burkeen
Athletic Director and Title IX Coordinator

Thursday, March 8—2012

Meeting with parents interested in having their children involved in Volleyball.

Purpose: An informational meeting with parents to discuss recommendations to the St. Mary Education Committee.

Attendance: Tony Burkeen (Athletic Director) and twenty-four parents.

Topics of Discussion:

1. KHSAA Title IX Audit Team Visit
2. KHSAA Annual Survey of Interest
3. Female Fall Sports Interest Survey
4. Discussion of Recommendations
5. Question/Concerns

Once approved, the following will take place

1. Advertise for coach
2. Contact surrounding schools for schedule
3. Have a sign-up for girls interested in trying out for Volleyball
4. Equipment purchasing
5. Uniform purchasing

Meeting adjourned

Uniform Rotation	Notes	2010-11	2011-12	2012-13	2013-14	2014-15
Girls Soccer	9/24/09 (half boosters/half fund raising)			X		
Boys Soccer	8/28/08 (boosters \$1878.00)		\$1,878			
Girls Basketball	12/15/09 (blue, bought with fundraiser money, \$1005.00)			\$1,005		
Boys Basketball	11/11/09 (blue, booster \$995.00)			\$995		
CC/Track	Aug 10 (boosters paid \$1442)				\$1,442	
Baseball	3/19/08 (white tops, booster \$2522.65). Did not purchase on 3/11 when could have, instead purchasing in 2012.			\$2,522		
Softball	4/17/09 (booster \$2464.00), 4/11 ~\$2300 from donation. Brings into question whether 4/2012 uniforms needed.			\$2,464		
MS Boys Basketball	09 (bought by Paula Hubert)			X		
MS Girls Basketball	08 (boosters)		X			
MS Boys Soccer	???			?		
MS Girls Soccer	???			?		
Girls Golf	Wait has bought for the past few years					
Boys Golf	Bought yearly as needed (boosters)		X			
Tennis	t-shirts bought yearly (4/21/10: \$208.62, 4/3/10: \$246.21)					\$454.83
Swim Team	They sometimes buy their own (12/2/08: \$250.00)			\$321		
HS Cheerleading	???					
MS Softball	No prior records			?		
MS Baseball	No records prior to 2011 (\$1844 fall budget request)		\$1,844			
Totals			\$4,176.83	\$6,986.00	\$1,442.00	

Travel and Per Diem Update

1. General Policy—The St. Mary School System is a small private Catholic system. Seventy percent of our operating budget is spent on faculty and personnel. We do not own or operate busses or vans to transport students to and from activities. As a result, coaches and parents donate their time and money when it comes to transportation. There are a couple of exceptions.

2. Regular Season Tournaments—

A. All sports are allowed to participate in two (2) tournaments in which the Boosters' Club will finance:

1. Entry Fees
2. Coaches' Rooms
3. Players' Rooms (up to four rooms—four students per room)
4. Coaches get a \$20 per day for food. (No gas allowance)

B. Any additional tournament will be paid for from a particular sports fund-raising account.

3. Post-Season Tournaments

A. District Tournament—Boosters' Club pays for any expenses incurred.

B. Regional Tournament—Boosters' Club pays for any expenses incurred.

C. State Tournament—

1. For any KHSAA Reimbursed Sports (baseball, fastpitch softball, boys/girls soccer, boys/girls basketball)—the Boosters' Club pays the difference between KHSAA allocated reimbursement and the total cost.
2. For any KHSAA Non-reimbursed Sports (boys/girls golf, boys/girls cross country, boys/girls swimming, boys/girls tennis, and boys/girls track) the Boosters' Club pays for any incurred cost.

Note—parents pay for their own expenses for regular and post season tournaments.

4. Extra-Service Pay—The St. Mary School System does not have any policy Regulation allowing for 'extra-service' pay.

5. Required Meetings, Clinics, and Coaching Education Classes—

A. All fees and/or charges are paid by the Boosters' Club.

B. Meals and gas expenses are paid for by the Boosters' Club. Receipts are required.

6. Coaching Increment Schedule—(See Permanent Title IX File)

Title IX—Test 3—Full and Effective Accommodations of Interest and Abilities

Issue: Building a new Softball Field on school property

Corrective Action Plan:

General Statement: The Title IX Audit Team indicated that St. Mary High School was out of compliance with regard to the baseball and softball fields. The Committee suggested that a new softball field be built or to make the existing field on an equal footing with baseball.

1. At the January meeting of the St. Mary Education Committee (Board of Education), The issue was discussed and approval was granted to come up with a plan plus costs On building a new softball field on school property.
2. An initial softball meeting (January 25) was held with interested parents regarding the building of a new softball field on school property. Results of this meeting can be seen on the January 25 document.
3. Approval of the Diocese of Owensboro Building and Grounds Committee was given on February 15 to construct a new softball field on campus. Surveys and building plans were submitted at this meeting.
4. A second meeting with interested parents was held on February 15. Results of this Meeting can be seen on the February 15 document.
5. There will be monthly meetings until the project is completed.
6. Additional information: construction is scheduled to begin in early spring. Start date depends on the weather and ground conditions. Completion date is scheduled for late fall (2012-2013 school year) so the high school may start playing in the spring of 2013.

Tony Burkeen
Athletic Director and Title IX Coordinator

January 25, 2012

St. Mary Softball Parents Meeting

- Purpose:
1. To construct a softball field on the St. Mary Campus
 2. To meet Title IX compliance requirements

Attendance: Chairman, St. Mary Education Committee—Keith Dickens
Member, St. Mary Education Committee and Board Representative of the
Gender Equity Committee—Mike Meredith
Local Contractor—Kenny Hunt
President, St. Mary Boosters—Sara Gipson
Athletic Director and Title IX Coordinator—Tony Burkeen
Coach, St. Mary Softball Coach—Ronnie Scheer
27 Parents

Proceeding: 1. Tony Burkeen made an introduction related to the need of an on-campus softball facility and to discuss Title IX compliance issues. Mr. Burkeen then discussed the order of events needed to complete the field. The order of events include: Commitment, Money, Grounds Survey, Excavation and Drainage, Electricity, Field Sod, Dugouts, Fencing, Storage Area, Batting Cage, Concession Stand, Lights. Mr. Burkeen then gave way to Kenny Hunt (local contractor and parent) who had been working on actual construction aspects.

2. Mr. Hunt's presentation included:

- A. Several copies of an aerial photograph was passed out to the group showing the possible layout of the field.
- B. Discussion of the needed excavation then took place. It was mentioned that the only costs associated with excavation would be labor and fuel. Fill dirt and machinery would be donated.
- C. A 'rough draft' estimate of the cost of building the field was then presented. (rough draft included)
- D. the following items related to the overall project was then discussed:
 1. Dug Outs
 2. Sod and seed
 3. Irrigation
 4. Fencing and backstop
 5. Electrical
 6. Miscellaneous
 7. Lighting

3. Question/Answer Session—several questions were answered and discussed.
4. Mr. Burkeen took the floor back and initiated two items.
 - A. Do we have a commitment to proceed? There was a resounding yes.
 - B. We need to form a 'Fund-Raising Committee'. This was achieved.
Initial members include: Sara Gipson, Holly Shockley, Mike Thigpen, and Tony Burkeen

***It might be noted at this point that the St. Mary Education Committee has approved movement to build a new softball field on the St. Mary campus at its January meeting.

***It might also be noted that the St. Mary Booster Club is behind the project.
5. The last topics of discussion included:
 - A. Set up the next meeting which will be February 15.
 - B. Have a survey of the property done with a preliminary lay-out of the field.
 - C. Try to start construction in the spring (weather permitting)
 - D. Survey the group to see what kind of money could be committed up front.

This results of this survey include:

1. \$45,000 in cash was committed
2. Sod and Seed donated (\$18,000 estimate on rough draft budget)
3. Electrical costs donated (\$10,000 estimate on rough draft budget)
Parts and equipment would have to be paid for.

***It might be noted that, through discussions on equipment, parts and labor donations—the 'rough draft budget' has already been cut to \$75,000. Take away \$45,000 in cash commitments, that leaves \$30,000 to be raised. Lighting would be an expense on top of that.

6. The Fund-Raising Committee will meet in two weeks to discuss various money raising ideas
7. Meeting adjourned

February 15, 2012

St. Mary softball parents meeting

Purpose: To follow-up on advances made toward the building of the new softball field.

Attendance: Mike Meredith, Gender Equity Committee Board of Education member
Sara Gipson, President of the Boosters' Club
Tony Burkeen, Athletic Director and Title IX Coordinator
14 parents

Proceeding: (led by Tony Burkeen)

1. Review of January 25 minutes.
2. Stated that the Diocese of Owensboro approved the building of the field on school Property.
3. Fundraising was discussed. Ideas presented include:
 - a. paid signs
 - b. softball clinic
 - c. pork-loin sell
 - d. contact local businesses for donations
 - e. golf tournament at Drakes Creek
 - f. special golf week at Drake's Creek
 - g. Texas Hold-Em Tournament
4. \$45,000 was already in a special account in the St. Mary Finance Office
5. Field lay-out and construction plans were submitted
6. Next Meeting: March 7, 2012

Tony Burkeen
Athletic Director and Title IX Coordinator