



**KHSAA TITLE IX RE-VISIT
FIELD VISIT REPORT**

KHSAA Form T76
Rev. 11/16

School:	Seneca High School
Prepared By:	Barbara Kok
Date of Re-Visit:	January 21, 2025
Staff Reviewed By:	Darren Bilberry, Asst. Commissioner
School Year:	2024-25

ACCOMMODATIONS OF INTEREST AND ABILITIES REVIEW:

OPPORTUNITIES REVIEW (FROM PRIOR YEAR ANNUAL REPORT)	Completed
Test One – Substantial Proportionality	X
Test Two – History of Continuing Practice of Program Expansion	X
Test Three – Full and Effective Accommodation of Interest and Abilities	X
Analysis Form Review	

ACCOMMODATIONS OF INTEREST AND ABILITIES NOTES: According to data and information provided, it appears Seneca High School has met the standard for Test 1 during the 2022-23 school year but failed to meet the standard 2023-24 school. Upon review of the team rosters for 2023-24, it was determined the reporting was inaccurate. **School administration was reminded of the importance of accurate team and roster submission so that data results may provide a complete school analysis in the area of Opportunities.** Seneca High School currently offers nineteen varsity, two junior varsity and one freshman sport teams or activities for males. Nineteen varsity, three junior varsity and one freshman sport teams or activities are offered for females. To meet the standard for Test 3, the last Student Interest survey was administered April 8, 2024, with a KHSAA accepted return rate of 76% The Title IX file was well organized however, guidelines pertaining to travel, shared facilities schedules, JCPS salary schedule, and locker room assignments need to be addressed or expanded.

BENEFITS REVIEW

BENEFIT	Satisfactory	Deficient
EQUIPMENT AND SUPPLIES	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Uniform review / replacement plan	X	
Status of uniforms and equipment	X	
Equity of spending		X

BENEFITS REVIEW- EQUIPMENT AND SUPPLIES: Written documentation viewed indicated uniform review/replacement was on a four -year rotation for most teams. Golf, tennis, dance and bowling uniforms are replaced annually and retained by the athletes. All uniforms viewed were of high quality and equitable in quantity for like sports.

All other equipment viewed appeared to be well maintained and suitable for their specific sport.

Spending in the category of equipment could not be accurately assessed due to reporting on the 2023-24 T-35 form as budget items.

BENEFIT	Satisfactory	Deficient
SCHEDULING OF GAMES AND PRACTICE TIMES	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Like sports scheduling	X	
Scheduling of shared practice facilities		X
Optimal playing times	X	

BENEFITS REVIEW- SCHEDULING OF GAMES AND PRACTICE TIMES: Current and past schedules viewed showed overall equivalence and parity in number of competitive events provided for “like” sports. Interview with the Athletic Director indicated shared facilities on campus are the soccer practice fields, field hockey field, small and main gymnasiums. A schedule for each facility was not available for viewing. To ensure equitable times and rotation, a written schedule for all facilities for each season should be present in the Title IX file. The schedule for the weight room was available and posted on site.

See Actions Necessitated by Visit

BENEFIT	Satisfactory	Deficient
TRAVEL AND PER DIEM	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Mode of transportation	X	
Provision for meals and housing	X	
Equity of spending		X

BENEFITS REVIEW- TRAVEL AND PER DIEM: Written evidence viewed indicated school buses are used to transport athletes however interviews with the golf/tennis coach indicated parents provide transportation for the smaller teams. Information pertaining to parent transportation and use of any commercial vehicles should be included in the Title IX file guidelines.

To ensure equity for all, guidelines viewed addressed the provision of meals and requirements for overnight housing (\$20per day food allowance, interior corridors for rooms, free breakfast, one adult to each room).

Expenditures for travel and per diem could not be accurately assessed due to a lack of reporting for some teams.

See Actions Necessitated by Visit.

BENEFIT	Satisfactory	Deficient
COACHING	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Compensation		X
Accessibility	X	
Competence	X	

BENEFITS REVIEW- COACHING: The JCPS salary schedule was not available for viewing making it difficult to verify the compensation and number of coaching positions to be comparable for “like” sports. This information should be placed in the Title IX file. Coaches’ salaries reported on the 2023-24 T-35 form were incorrect and inaccurate. Coaching salary for baseball was listed as “zero” and the salary for boys’ basketball coaches was double the salary reported for girls’ basketball coaches.

See Actions Necessitated by Visit

Reported documentation showed athlete to coach ratio, with regard to accessibility, is 11:1 for males and 9:1 for females. It is the responsibility of the Athletic director to evaluate the coaches using a written instrument at the end of the season.

A Coaches’ Handbook viewed was comprehensive and provided expectations for Seneca High school staff.

BENEFIT	Satisfactory	Deficient
LOCKER ROOMS, PRACTICE AND COMPETITIVE FACILITIES	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Competition and practice venues	X	
Dressing areas		X
Equipment storage areas	X	

BENEFITS REVIEW- LOCKER ROOMS, PRACTICE AND COMPETITIVE FACILITIES: Competitive and practice venues on campus include football, track, baseball, softball, soccer, field hockey, archery, wrestling, volleyball, and basketball. The quality of amenities appears to be comparable for most competitive facilities. (Exception-the track has no lane lines, and the surface appears to be in poor condition, does not meet standard for post season competition). In past audits, this category was deemed deficient due to disparities in the softball facility as compared to the baseball field. Seneca is to be commended for the improvements to the softball facility including fencing, construction of press box, block dugouts.

Off campus athletic venues include:
Swimming-Central High School pool
Tennis-Seneca Park (30 courts)
Bowling-Strike and Spare lanes
Golf-Shawnee Golf course
Cross Country-Charlie Vetner Park

Written documentation of assigned locker rooms and storage area was not available for viewing. The Athletic Director stated that not all teams have a dressing area designated for their use. According to Title IX, all students are entitled to a safe and secure place to dress and a safe and secure place to store their belongings. A classroom or a public restroom does not qualify as a safe and secure place for dressing. All teams should be assigned a locker room and the documentation placed in the Title IX file.

See Actions Necessitated by Visit

BENEFIT	Satisfactory	Deficient
MEDICAL AND TRAINING FACILITIES AND SERVICES	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Weight room location and access	X	
Weight room usage schedule	X	
Appropriate equipment for female use	X	
Athletic Training services	X	
Physical Exams	X	

BENEFITS REVIEW- MEDICAL AND TRAINING FACILITIES AND SERVICES: The weight room was a large well -lit room easily accessible to all athletes and provides a variety of equipment appropriate for female use. Written documentation provided a schedule for usage on a rotation basis between male and female sport teams. The weight room schedule was posted on site.

The school has the services of an athletic trainer contracted thru U of L Health services. The trainer attends practice daily and all athletic competitions. The training room was well equipped and accessible to all athletes. Physical exams are available three times during the school year and are free of charge.

BENEFIT	Satisfactory	Deficient
PUBLICITY	X	
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Support group assignments	X	
Written regulation for recognition		X
Equity of spending		X

BENEFITS REVIEW- PUBLICITY: Seneca High School has one cheer squad that attends all football, girls' and boys' basketball games. The Athletic Director monitors assignment of the pep band, mascot, and dance team to ensure equitable attendance for all teams

Written guidelines viewed addressed the awarding of pendants, letters, and bars to junior varsity and varsity athletes and criteria for several individual sponsored athletic awards. Information pertaining to banners hanging in the gym, retired jerseys, pictures for both male and female athletes on public display was not included in the guidelines. Coaches and athletes interviewed stated all teams did hold post season banquets but guidelines to ensure parity was not included in the awards guidelines.

See Actions Necessitated by Visit

A review of spending for this category could not be evaluated due to the lack of reported spending.

BENEFIT	Satisfactory	Deficient
SUPPORT SERVICES		X
INDIVIDUAL COMPONENTS	Acceptable	Needs Improvement
Office access	X	
Booster Support		X
Overall spending for athletic support		X

BENEFITS REVIEW- SUPPORT SERVICES: There were few offices available and assigned to coaches. It is important for coaches (*especially off campus coaches*) to have access to a phone, computer and a private area to meet with an athlete or parent. With limited office space, it is recommended a centrally located conference room be available for off campus coaches to use.

Seneca High School does not have Booster Clubs with any outside accounts. Coaches interviewed indicated donations of equipment and money had been received for their teams. Any donations either monetary or equipment should be reported on the T-35 form in the Booster column. *Title IX defines any outside entity, group or individual that provides a benefit to an athlete as a Booster and should be reported as such.* Coaches interviewed were knowledgeable of the procedure for purchasing and fundraising activities.

This category has been deemed deficient due to spending reported on the T-35 form in budget amounts rather than actual expenditures. Budgets items show INTENT not REAL expenditures. Accurate team rosters and correct T-35 forms are essential for providing a true analysis of the athletic programs at Seneca High School.

CURRENT DEFICIENCIES

Observed Deficiencies in Overall Girls and Boys Athletics Programs	Recommended Actions in relation to current deficiencies	Date for Verification of Action to address deficiency
Support Services-Amount for spending in each category and teams posted in budgeted amounts rather than actual expenditures. No Booster donations credited.	On the 2024-25 T-35 enter actual expenditures for all teams in all categories. Record monetary or equipment donations on the T-35	To be reviewed on the submission of the 2024-25 Annual Report

RECURRING DEFICIENCIES

Observed Deficiencies in Overall Girls and Boys Athletics Programs	Recommended Actions in relation to recurring deficiencies	Date for Verification of Action to address deficiency

OTHER ACTIONS NECESSITATED BY THIS VISIT

Action	Due Date
Travel and Per Diem: Expand the current guidelines for mode of transportation that may include, but not limited to, school bus, parent transport, commercial vehicle, van, etc. The provision for mode of transportation may include, but not limited to, distance to be traveled, and/or number of athletes to be transported.	Please submit to the KHSAA on or before March 15, 2025 bkok@khsaa.org
Scheduling of Games and Practice Times: To ensure equitable use, develop written documentation of shared facilities that shows rotation between girls'/boys' teams. (i.e. small gym, main gym,). This should be completed for all shared facilities each season and placed in the Title IX file.	Please submit to the KHSAA on or before March 15, 2025 bkok@khsaa.org
Awards and Publicity: To ensure equity, expand the current Awards guideline for the provision of end-of-season recognition (banquets) and awards for all teams. Develop a guideline for the provision of banner display, team or individual pictures, retired jerseys, as it relates to individuals or all teams.	Please submit to the KHSAA on or before March 15, 2025 bkok@khsaa.org
Locker Rooms: Develop a written assignment of locker rooms to ALL teams. This should be placed in the Title IX file and updated as needed	Please submit to the KHSAA on or before March 15, 2025 bkok@khsaa.org

PERSONNEL IN ATTENDANCE AT FIELD VISIT MEETING

Name	Title
Reece Asher	Student Athlete
Jaiden Coleman	Student Athlete
Amanda Maris	Coach Softball/Girls Basketball
Aaron Hoback	Asst. Athletic Director/Golf Coach
Bryan Clemmons	Athletic Director
Matthew Foster	Assistant Principal
Kalie McKinley	Teacher/Archery Coach
Gary Lawson	KHSAA
Barbara Kok	KHSAA bkok@khsaa.org

OTHER GENERAL OBSERVATIONS

Seneca High School has a rich history and tradition of excellence in their athletic program. The Athletic Director demonstrated his commitment to honoring that legacy by being open to comments from the auditors. The auditors emphasized the importance of correct team rosters and accurate reporting of expenditures. It is essential to get a full analysis and picture of the athletic program at Seneca High School.

Seneca High School is to be commended for addressing the disparity between baseball and softball facility. The school addresses the interest of their students by offering many sports and activities on several levels.

Emergency Action Plans (EAP) in the Title IX file were complete and venue specific.

Seneca has 4 AEDs on campus and the athletic trainer in possession of one at all times.