



CAMPUS SECURITY REPORT

Buckeye Career Center

Adult Education

545 University Drive NE
New Philadelphia, Ohio 44663
(330) 308-5720
www.BuckeyeCareerCenter.org

July 1, 2016- June 30, 2017

Buckeye Career Center Adult Workforce Education Campus Security Report

The Student Right to Know and Campus Security Act was signed into law in November 1990. Title II of this Act is known as the Crime Awareness and Campus Security Act. This Act requires institutions participating in student financial aid programs under Title IV of the Higher Education Act of 1965 to disclose information about campus safety policies and procedures and to provide statistics concerning certain crimes that occurred on campus. In compliance with the act, Buckeye Career Center, Adult Education publishes and distributes this information by October 1 of each year in the Campus Security Report.

Federal law requires institutions of higher learning to annually inform students and employees about its safety programs and crime statistics.

The following information is included:

- Campus policies regarding procedures and facilities for reporting on-and-off campus crimes and emergencies and Buckeye Career Center Adult Education's response to such reports;
- Information regarding security of and access to campus facilities and security issues in the facility's maintenance;
- Emergency response and evacuation policy and procedures;
- Current law enforcement policies, including the authority of security personnel, the relationship with municipal law enforcement departments and policies encouraging the reporting of crimes;
- A description of crime prevention programs;
- Campus policy on the possession, use and sale of alcohol and illegal drugs;
- A description of the drug or alcohol abuse education programs;
- A description of programming aimed at prevention of sex offenses and procedures to follow when a sex offense occurs and the list of sanctions that may be imposed;
- Statistics on the reports of certain crimes and arrests;

You may request a paper copy of this report by calling Buckeye Career Center Adult Education Office, (330) 308-5720.

Your Right to Know! If you need information regarding sexual predators in the vicinity of Buckeye Career Center, go to:

Tuscarawas County Sheriff Department

<http://www.icrimewatch.net/results.php?SubmitAllSearch=1&AgencyID=55209>

Buckeye Career Center
Adult Workforce Education Division
Campus Security Report

1. Current campus policies regarding procedures and facilities for reporting on-and-off campus crimes and emergencies and Buckeye Career Center Adult Education's response to such reports:

To report a crime: Contact: Frank Polen
 Phone: 330-339-2288 or 330-308-5720
 Email: fpolen@buckeyecareercenter.org
 In person: Adult Education Office

In the event of an emergency: Contact 9-1-1

Any suspicious activity of persons seen in the parking lots or loitering around vehicles or inside the Buckeye Career Center Buildings should be reported to the New Philadelphia Police Department at (330) 343-4488.

Other individuals who may receive a report of a crime: Any crime report to the Adult Education Director is shared with the local law enforcement. A crime victim's identity is a required component of this report; however, this identity will not be shared with anyone other than those charged with investigating and/or prosecuting the criminal action.

Timely Warnings:

In the event that a situation arises, either on campus or off, that, in the judgment of the Adult Education Director, constitutes an ongoing or continuing threat, a campus-wide "timely-warning" will be issued. The warning will be issued through a posting in area student lounges and via the Buckeye Career Center email systems and automated calling system to all students, faculty and staff. Anyone with information warranting a timely warning should report the circumstances to the Adult Education Director.

Voluntary Confidential Reporting:

If you are a victim of or witness to any crime on or near the BCC Campus you are obligated to report the incident promptly to the Adult Education Director. Because the reports are public records under state law, the Adult Education Director cannot hold reports of crime in confidence.

With such information, the School can keep accurate records of the number of incidents involving students, determine whether there is a pattern of crime with regard to a particular location, method, or assailant, and alert the school community to potential danger.

2. Policy on the Preparation and Dissemination of the Crime Report

The Student Services Coordinator prepares this report annually to comply with the Jeanne Cleary Disclosure of Campus Security Policy and Crime Statistics Act. A copy of this report can be located on the Buckeye Career Center Adult Education Website. This report is prepared in cooperation with the local law enforcement agencies surrounding our Buckeye Career Center Campus.

Campus crime, arrest and referral statistics include those reported to the Adult Education Director, other campus individuals, and the New Philadelphia Police Department. These statistics may include crimes that have occurred in private residences or businesses and is not required by law.

Each year notices are placed in the student lounge areas providing the website to access this report. Faculty and staff receive similar electronic notification. Copies of the report may be obtained by contacting the Adult Education Office at (330) 308-5720 or accessing the Buckeye Career Center Adult Education Website.

3. Emergency Response and Evacuation Policy and Procedures

Students and employees of Buckeye Career Center Adult Education are required to notify the security personnel of any significant emergency that may pose an immediate threat to the health or safety of students and/or employees on campus.

Security personnel at Buckeye Career Center Campus include Frank Polen, Adult Education Director; Kelly Ricklic, Building & Grounds Administrator; and Bob Alsept, Superintendent.

The Superintendent or designee will determine if a serious crime, natural disaster, or other emergency poses an immediate threat to the health and/or safety of students and/or employees. If there is such a threat, Buckeye Career Center will immediately notify those who may be affected by the situation.

The Superintendent or designee will, without delay, determine the contents of the notification and who will be notified. If the Superintendent determines that immediate notification would significantly compromise the response or assistance efforts, the Superintendent may delay notification. In all other instances, the Superintendent or designee will immediately activate the notification system.

Buckeye Career Center uses the following systems for communicating information quickly to the campus community: automated calling system, local radio stations, public address system,

website, and in-person notification. Some or all of these methods of communication may be used in the event of an immediate threat to students and/or employees.

Buckeye Career Center will test the emergency response and evacuation procedures on at least an annual basis using announced or unannounced tests at Buckeye Career Center Campus. For each test, the description of the exercise, date, time, and whether it was announced or not will be documented by a High School administrator. During such testing, Buckeye Career Center will publicize its emergency response and evacuation procedures by campus.

4. Information regarding security of and access to campus facilities and safety issues in the facility's maintenance.

Buckeye Career Center Adult Education will be open to students, employees, contractors and guests when classes are held. Normal business hours for Adult Education are:
Monday thru Thursday: 7:30 a.m. to 8:00 p.m. and Fridays from 7:30 a.m. to 3:30 p.m.

During non-business hours, access to Buckeye Career Center is by key, if issued, or by admittance via the facilities' staff. In the case of periods of extended closing, Buckeye Career Center will admit only those with prior written approval to the buildings. Entrances to the building, as well as public areas of Buckeye Career Center is monitored continuously by security video cameras.

Emergencies may necessitate changes or alterations to any posted schedules.

As Buckeye Career Center has no residential facilities, we do not maintain a missing student notification policy, nor are we required to have separate policies regarding access to campus residences.

Buckeye Career Center facility staff members maintain the security of the facility by clearing the pathways and parking lots of snow and debris, and monitoring the lighting of the parking lots.

Weather and School Closing Policy:

Buckeye Career Center follows clearly-defined procedures for deciding on school closing based weather conditions. These procedures are detailed in the Student Consumer Handbook

Tornado Information:

Buckeye Career Center has posted in each classroom and public common areas the designated Tornado Safety Zone for that classroom or public common area. In the event of a tornado warning, all individuals currently in the buildings will be directed to the designated area for maximum protection. Individuals will be notified when it is safe to leave this zone.

Fire Safety:

In the event of a suspected or actual fire in the building, all individuals currently in the building will be directed to exit, closing doors behind them, and proceed to the designated area in the

parking lots. Individuals should await the signal to return to the building or for dismissal. Periodic fire and tornado safety drills take place at Buckeye Career Center without prior notice. A log of safety drills is maintained by a High School administrator.

5. Current law enforcement policies, including the authority of security personnel and policies encouraging the reporting of crimes.

Buckeye Career Center Adult Education personnel includes the Superintendent and Adult Education Director.

Buckeye Career Center security personnel have the authority to detain and question an individual and to require his or her departure and/or exclusion from campus property. Buckeye Career Center works cooperatively with the New Philadelphia Police Department and, as necessary, with the Ohio State Highway Patrol and Tuscarawas County Sheriff's Department. Buckeye Career Center strongly encourages all students and employees to accurately and promptly report any suspected crime to security personnel and appropriate law enforcement agencies.

6. A description of the type and frequency of programs to inform the campus community about security and safety procedures.

On an annual basis, students and employees receive information regarding crime on campus; campus safety and security information and contacts; and crime prevention resources from the Student Services Coordinator. Periodically, crime awareness and prevention programs may be offered.

When time is of the essence, security information is released to the school community through security alerts posted prominently throughout the campus and through information sent over the Buckeye Career Center automated calling system, local radio stations, and on the school's website: www.BuckeyeCareerCenter.org

7. Buckeye Career Center policy on the possession, use and sale of alcohol and illegal drugs.

The possession, sale, or the furnishing of alcohol or illegal drugs on campus is governed by Buckeye Career Center Board of Education Policy and Ohio State Law. However, the enforcement of alcohol and illegal substance laws on campus is primarily the responsibility of the New Philadelphia Police Department. Buckeye Career Center has been designated "drug free".

The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws.

It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under the age of 21 in a public place or a place open to the public is illegal.

It is also a violation of the Buckeye Career Center Board of Education Policy for anyone to consume or possess alcohol in any public or private area of campus.

Such laws are strictly enforced by Buckeye Career Center and by the New Philadelphia Police Department. Violators may be subject to criminal prosecution, fines and imprisonment.

8. A description of drug or alcohol abuse education programs.

Anti-drug laws affect a number of areas in everyone's life. Students could lose eligibility for financial aid, and could be denied other federal benefits, such as social security, retirement, welfare, health, disability, and veteran's benefits. The Department of Housing and Urban Development, which provides funds to states and communities for public housing, now has the authority to evict residents and members of their household who are involved in drug-related crimes on or near the public housing premises. Businesses could lose federal contracts if the company does not promote a drug-free environment. Finally, a record of a felony or conviction in a drug-related crime may prevent a person from entering certain careers.

There are drug or alcohol counseling, treatment and rehabilitation facilities available in our area where you can seek advice and treatment. The Ohio Office of the Bureau of Drug Abuse in Columbus is the State Drug Abuse Prevention and Treatment center which can be reached by calling (614) 466-7893. There are national organizations one can contact for help. The Alcoholism and Drug Abuse Hotline is open 24 hours, 1-800-252-6465. The Cocaine Hotline, 1-800-444-9999 is open 24 hours a day. The National Institute on Drug Abuse Hotline is available 8:00 a.m. to 2:00 a.m., Monday through Friday and 11:00 a.m. to 2:00 a.m. on weekends, 1-800-662-4357.

Local resources available for support, education, and rehabilitation for substance abuse also include:

Alcohol, Drug Addiction & Mental Health Services Board of Tuscarawas & Carroll Counties

1260 Monroe Street NW, Suite 27N
New Philadelphia, OH 44663
Phone: (330) 364-6488 or (330) 627-7912
Fax : (330) 364-3307
E-mail: office@adamhtc.org
Web site: www.adamhtc.org

Alcohol & Addiction Program of Tuscarawas & Carroll Counties

Tuscarawas County Health Department	
897 East Iron Avenue	100 Canton Road NW
Dover, Ohio 44622	Carrollton, Ohio 44615
330-343-5555	330-627-5891

The primary signals that might indicate drug and alcohol abuse are: abrupt changes in mood or attitude, continuing slump at work or school, continuing resistance to discipline at home or school, cannot get along with family or friends, unusual temper flare-ups, increased borrowing of money, heightened secrecy, a complete new set of friends. We recommend that any person observing any of the above changes in either staff or students should immediately notify the Adult Education Director. Caution must be observed not to wrongly accuse a person suspected of taking drugs as an improper accusation could lead to embarrassment both to the individual and the school.

9. A description of programming aimed at the prevention of sex offenses, procedures to follow when a sex offense occurs, and the list of sanctions that may be imposed.

Sexual Harassment Identification and Prevention Programming

Buckeye Career Center educates the staff about sexual harassment identification and prevention through programs annually.

Procedures to follow in the event of a sexual assault

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain the necessary medical treatment. The Adult Education Director strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to any Buckeye Career Center employee, who will assist the victim in reporting the assault to the Adult Education Director. Filing a report with the Adult Education Director will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from the officer. Filing a police report will:

- A. Ensure that a victim of sexual assault receives the necessary medical treatment and tests.
- B. Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later.
- C. Assure the victim has access to confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

Additionally, local resources exist to assist and support victims of sexual assault. These include:

COMPASS

2200 E High Ave, New Philadelphia, OH 44663

(330) 339-2504

24-Hour Hotline

(330) 339-1427

Toll Free 1-888-356-4644

Institutional responses to a reported sexual assault

When a sexual assault victim contacts the Adult Education Director, the New Philadelphia Police Department will be notified. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system. Law enforcement officers will guide the victim through the available options and support the victim in his or her decision.

Buckeye Career Center proceedings are detailed in the Board of Education Policy and in the Adult Education Student Consumer Handbook available on the Website at www.BuckeyeCareerCenter.org. A copy of the Adult Education Student Handbook may be obtained from the Adult Education Office. Both the victim and accused will be informed of the outcome of the hearing.

A student found guilty of violating the Board of Education Policy through sexual misconduct could be dismissed from the School for a first offense as well as face criminal prosecution in the state courts. Campus Security Report, August 2016: Page 9

Information regarding registered sex offenders in the vicinity of Buckeye Career Center.

The Campus Sex Crimes Prevention Act (CSCPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by institutions of higher education. The CSCPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. Federal law requires state law enforcement agencies to provide institutions of higher education with a list of registered sex offenders who indicate that they are enrolled at or employed by those institutions.

In addition, a list of all registered sex offenders in the vicinity of Buckeye Career Center may be accessed through the following link:

<http://www.icrimewatch.net/results.php?SubmitAllSearch=1&AgencyID=55209>

The CSCPA further amends the Family Educational Rights and Privacy Act of 1974 (FERPA) to clarify that nothing in the Act can prohibit an educational institution from disclosing information provided to the institution concerning registered sex offenders.

This statement is provided in compliance with the Campus Sex Crimes Prevention Act of 2000.

Crime Awareness Report

The following information is provided and updated annually as directed by the U.S. Department of Education through Public Law 101-542, The Criminal Awareness and Campus Security Act of 1990.

ARRESTS - ON-CAMPUS	2012	2013	2014
Illegal weapons possession	0	0	0
Drug law violations	2	1	0
Liquor law violations	1	0	0
CRIMINAL OFFENSES - ON-CAMPUS	2012	2013	2014
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses - Forcible	0	0	–
Rape	–	–	0
Fondling	–	–	0
Sex offenses - Non-forcible (incest and statutory rape only)	0	0	–
Incest	–	–	0
Statutory rape	–	–	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0