



## **RIGHT-TO-KNOW AND CAMPUS SECURITY ACT**

The student Right-To-Know and Campus Security Act requires all schools receiving certain federal funds to disclose completion/graduation rates and campus crime statistics to employers, students and potential students.

For additional information, see Appendix B or visit the Admissions/Consumer Information page on [www.mcjvs.edu](http://www.mcjvs.edu).

### **Annual Campus Security and Safety Report Medina County Career Center Adult Education**

Medina County Career Center (MCCC) Adult Education strives to provide a safe and secure campus for all students, staff members and visitors. MCCC publishes this information to inform members of the campus community and other interested parties of incidents of crime and to educate them in effective crime prevention and safety measures so that they can make informed decisions relative to their safety. The Adult Education Director has primary responsibility for categorizing, disseminating and publishing crime statistics collected on campus and includes statistics obtained from local law enforcement.

The information and statistics contained in this publication are being presented in compliance with The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics and Violence Against Women Acts. In this report, you will be informed of our campus safety and security policies and procedures including: crime reporting procedures, drug and alcohol policies, historic statistical information related to crimes on campus and property and other security-related information. The crime statistics reflect incidents that occurred on MCCC campus or on public property adjacent to the campus. MCCC does not provide residential dormitories or facilities for on-campus student housing. This report is updated and published annually.

#### **BASIC CRIME PREVENTION STEPS**

Effective crime prevention begins with personal involvement and responsibility. An understanding of basic safety principles, a little caution and lots of common sense are your best protection. Crime prevention is everyone's responsibility.

MCCC utilizes video surveillance equipment in all common areas on Career Center property to maintain a safe and secure environment. All students, staff members and visitors are encouraged to report any and all suspicious activity immediately to the Adult Director or designee upon witnessing the occurrence.

## **CAMPUS SECURITY PROGRAMS/SECURITY ON CAMPUS**

Students are informed of campus security procedures during orientation and through the Student Handbook. The MCCC Emergency Operations Plan along with the MCCC Emergency Operations Safety Plan for Evening Students provide teachers, staff, students, parents and other members of the community with the established guidelines and procedures to respond to incidents /hazards in an effective way. Periodically throughout the year, general safety programs and drills are conducted to keep students and staff on the alert in the event of an emergency.

All staff members are briefed on campus security procedures. Both staff members and students are encouraged to be responsible for their own security and the security of those around them by carefully reading the campus security procedures and reporting any incidents when they occur.

## **REPORTING OF CRIMINAL INCIDENCE**

The victim of a crime should notify the person in charge of Adult Education. The local law enforcement agency will be notified if the victim chooses to report the incident to local authorities or when the victim is unable to make such report.

The person in charge of Adult Education will act as a liaison with law enforcement officials to report acts of sexual violence, domestic violence, or other offenses. Prior to reporting any offense, the person in charge will ensure that it is the desire of the reported victim that such report is made to local law enforcement. If reporting is requested, the liaison will coordinate the institution's investigation with any investigation or prosecution conducted by local law enforcement.

The School Administration will then take appropriate action based upon the information given by the student or staff member. When requested by the victim, the School Resource Officer will be notified along with local law enforcement authorities. A record of this report will be kept on file. If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded" and is not included in the statistics. Only sworn or commissioned law enforcement personnel may "unfound" a crime.

### **To Report a Crime**

**Adult Education Director or designee, 330-725-8461**

*In the event of a fire or medical emergency call 911.*

## **VOLUNTARY CONFIDENTIAL REPORTING OF CRIMINAL ACTIVITY**

If the victim of a crime does not want to pursue action at MCCC or the criminal justice system, he or she has the opportunity to file a confidential report. With the victim's permission, the School Resource Officer can file a report on the details of the incident while keeping their identity confidential. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the school. The Medina County Sheriff's Office encourages anyone who is a victim or witness to any crime to promptly report the incident to the police. MCCC will make every effort to keep the information confidential, but it is important to remember that because police reports are public record under state law, the Sheriff's Office cannot hold reports of crimes confidential.

## **BYSTANDER INTERVENTION OPTIONS**

Any campus community member that observes or is made aware of an incidence of dating violence, domestic violence, sexual assault or stalking occurring on campus is strongly encouraged to report the matter immediately to the Adult Education Office. If the situation necessitates an immediate police presence, please call 9-1-1. Some other safe intervention options can include:

- ✓ Notifying a MCCC official
- ✓ Avoiding violence
- ✓ Being honest and direct when trying to diffuse the situation
- ✓ Recruiting the assistance of others around you
- ✓ Keeping yourself safe at all time

## **SEXUAL MISCONDUCT AND DATING VIOLENCE**

The Violence Against Women Reauthorization Act amended the Clery Act. MCCC has included the following crimes in the annual statistical reporting: domestic violence, dating violence, sexual assault, and stalking.

MCCC is committed to a consistent effort in maintaining an environment free of sexual misconduct (including sexual harassment and sexual assault/rape) and all forms of sexual intimidation, exploitation and dating violence including stalking and domestic violence. In its goal to create an environment for all students, employees and visitors which is fair and free of coercion, the Career Center has adopted a Sexual Harassment Policy with accompanying procedures as the basis for community education and complaint resolution.

Sexual misconduct cannot and will not be tolerated at MCCC. Sexual misconduct is a form of discrimination in violation of Career Center policy and Title VII of the Federal Civil Rights Act of 1964 (as amended), Title IX of the 1972 Educational Amendments and Section 4112 of the Ohio Revised Code. Students, staff and visitors of MCCC have a right to an environment free of sexual misconduct, not only by persons in positions of power, but by any MCCC employee, student or visitor. Sexual misconduct constitutes a serious threat to the free interaction and exchange necessary for educational and personal development. Sexual misconduct is not only a clear violation of Career Center policy; it is a form of discrimination and is illegal.

## **SEXUAL HARASSMENT**

All persons associated with the District, including, but not limited to, the Board, the administration, the staff and the students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment. Sexual harassment, whether verbal or nonverbal, occurring inside or outside of District buildings, on other District-owned property or at school-sponsored social functions/activities, is illegal and unacceptable and will not be tolerated. Any person who engages in sexual harassment while acting as a member of the school community is in violation of this policy.

Definition of Sexual Harassment: Unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature may constitute sexual harassment when:

1. Submission to such conduct is made, either explicitly or implicitly, a term or

- condition of a person's employment or educational development;
- 2. Submission to, or rejection of, such conduct by an individual is used as the basis for employment or education decisions affecting such individual or
- 3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile or offensive environment.

Examples of sexual harassment-type conduct may include, but are not limited to, unwanted sexual advances; demands for sexual favors in exchange for favorable treatment or continued employment; repeated sexual jokes, flirtations, advances or propositions; verbal abuse of a sexual nature; graphic verbal commentary relating to an individual's body, sexual prowess or sexual deficiencies; coerced sexual activities; any unwanted physical contact; sexually suggestive or obscene comments or gestures; or displays in the workplace of sexually suggestive or obscene objects or pictures. Whether any act or comment constitutes sexual harassment-type conduct is often dependent on the individual recipient.

The Grievance Officer: The Board directs the Superintendent to appoint one or more sexual harassment grievance officers who are vested with the authority and responsibility for investigating all sexual harassment complaints in accordance with the procedures set forth in the accompanying regulation and staff and student handbooks. If a complaint of sexual harassment concerns alleged conduct of the Superintendent or Treasurer, the complaint shall be submitted to the Board President, and shall be investigated by the Board President/designee.

Sexual harassment matters, including the identity of both the charging party and the accused, are kept confidential to the extent possible. Although discipline may be imposed against the accused upon a finding of guilt, retaliation is prohibited.

The Board has developed complaint procedures which are made available to every member of the school community. The Board has also identified disciplinary penalties which could be imposed on the offenders.

[Adoption date: February 22, 2005]

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LEGAL REFS: Civil Rights Act, Title VI; 42 USC 2000d et seq.  
 Civil Rights Act, Title VII; 42 USC 2000e et seq.  
 Education Amendments of 1972, Title IX; 42 USC 2000e et seq.  
 Executive Order 11246, as amended by Executive Order 11375  
 Equal Pay Act; 29 USC 206  
 Immigration Reform and Control Act; 8 USC 1324a et seq.  
 Ohio Const. Art. I, Section 2

CROSS REFS: AC, Nondiscrimination  
 ACA, Nondiscrimination on the Basis of Sex GBA,  
 Equal Opportunity Employment  
 IGDJ, Interscholastic Athletics  
 JB, Equal Educational Opportunities JFC,  
 Student Conduct (Zero Tolerance) JFCF,  
 Hazing  
 JHG, Reporting Child Abuse

Staff Handbooks  
Student Handbooks  
CONTRACT REF: Collective Bargaining Agreement Professional Staff Sexual  
Harassment Grievance Officer  
Chris Kalina  
330-725-8461 ext. 158

### **DRUGS, TOBACCO AND ALCOHOL**

The Medina County Career Center Board of Education recognizes that the issue of chemical misuse, abuse, and dependency is a problem for many students. The medical, physical and emotional problems associated with chemical misuse, abuse, and dependency often interfere with the learning and development of students as well as the overall goals of the educational system. The Medina County Career Center Board of Education prohibits the unlawful possession, use or distribution of drugs and alcohol by students and employees on school property, or as part of school activities. Additional information regarding the school's Alcohol and Drug Policy is available to [www.mcjvs.edu](http://www.mcjvs.edu) in the Board of Education Policy Manual (Drug Free Workplace – File: GBP and Alcohol use by Students/Student Drug Abuse – File: JFCH/JFCL) or upon request to the Adult Education Office.

Since adult students will enter the workforce in professional careers, it is incumbent upon them in particular, to be drug free. Consequently, as a condition of admission, adult students agree to take random drug testing as requested.

#### MCCC Adult Education Student Consequences

- ✓ 1st, 2nd & 3rd Offenses – One (1) to Five (5) days removal from class- suspension.
- ✓ Consequences for major offenses will be decided upon by the Adult Education Director as a case-by-case situation.

Local, state and federal laws and sanctions applicable legal sanctions under local state or federal law for the unlawful use, possession or distribution of illicit drugs or alcohol are set forth in the referenced laws.

#### State:

Ohio Revised Code Chapters 2925 – Drug Offenses 3719  
Controlled Substances 4301 – Liquor Control Laws44

#### Federal:

Federal (Harrison) Narcotic Act  
Narcotic Drugs Import and Export Act  
Federal Food Drug and Cosmetic Act  
Federal Alcohol Administration

These sanctions can include probation, fines, driver's license suspension, and/or incarceration. Future revisions, amendments, or additions to these or other applicable codes are incorporated into this policy by this reference.

### **Health Risks**

Physical or psychological damage may occur when the following substances are abused. Here are some of the health risks related to each substance:

Anabolic-Androgenic Steroids - Steroid users can experience serious cardiovascular, liver, central nervous system, gastrointestinal, and reproductive disorders. In males, use can result in testicular atrophy, sterility, impotence, and arrested growth. Irreversible masculinization and sterility can result when women use steroids. Psychological impairment includes mood swings, depression, and very aggressive behavior.

Depressants - The use of depressants can result in a change in tolerance and physical, as well as psychological dependency. The combining of several depressants (e.g. valium and alcohol) will potentiate the depressant effects, multiplying the health hazards. Withdrawal symptoms include anxiety, vomiting, acute psychotic episodes, seizures and death.

Hallucinogens - Phencyclidine (PCP) - Large doses of PCP may result in a convulsive seizure, coma and death. Mood disorders occur and the user may become violent, irrational, and potentially harmful to self and others. Lysergic acid (LSD), mescaline, and psilocybin cause sensations and feelings to change rapidly. The user may experience panic, confusion, anxiety, depersonalization, and loss of control.

Narcotics - Tolerance, especially at the euphoric effect of narcotics, and physical dependence, develop rapidly. In order to avoid the abstinence syndrome, the addict becomes preoccupied with acquiring the drug. Withdrawal symptoms are extremely uncomfortable, however, they are seldom life threatening.

Stimulants - High doses of stimulants result in intense personality disturbances including visual and auditory hallucination, delusions, and paranoia. Tolerance develops rapidly. Cross tolerance does develop among stimulant drugs (e.g. methamphetamine and cocaine). The use of cocaine can cause death by cardiac arrest or respiratory failure. Stimulants are addictive, and while withdrawal from stimulants is less dangerous than the depressants, depression can make a person vulnerable to suicide.

## **STUDENT AND STAFF ASSISTANCE RESOURCES**

MCCC employs a School Counselor/Job Placement Coordinator that is available to adult students and staff for any academic, personal or social concerns they would like to discuss. If a student needs counseling and/or treatment as a result of an assault or a drug or alcohol problem, he/she will be referred to the appropriate counseling agency. The Counseling Services Website & Additional Resources are available at

<https://sites.google.com/a/mcjvs2.org/mccc-student-assistance/>.

## **INSTITUTIONAL PROTECTIVE MEASURES**

Protecting the safety and well-being of everyone on campus is a priority of MCCC. Some types of incidents, especially domestic violence, sexual assault and stalking may require special arrangements by the school to ensure the safety of the victims or potential victims while on campus.

MCCC does not have on or off-campus residences or official off-campus student organizations,

nor does it provide transportation to students. Therefore, MCCC can only facilitate changes to the victim's academic and/or daily working conditions. For example, security escorts can be provided to the victim in the building and on school grounds when requested. Adjustments can also be made to the victim's class schedule and/or externship. In some cases, security personnel and school administration are alerted when there is an active court-ordered protection order involving a student or an employee. This information can assist in preventing potential crimes.

### **PRIMARY PREVENTION AND AWARENESS**

Each school year the MCCC personnel will review processes of prevention and awareness, working in conjunction with the school liaison when responding to, preventing, recovering from, reporting, and assisting survivors of sexual misconduct and dating violence.

The following is a link to the Ohio Department of Rehabilitation and Correction Sex Offender Registry: <https://appgateway.drc.ohio.gov/OffenderSearch>

### **WHAT TO DO IF YOU ARE SEXUALLY ASSAULTED**

In case of a sexual assault, it is extremely important that physical evidence be preserved.

- Find a safe environment away from your attacker and call 911 immediately. If possible, ask a trusted friend to stay with you and, remember, it's not your fault you were attacked.
- Write down everything you can remember about the incident and assailant (physical description, location of the attack, etc.).
- Preserve evidence of the attack. Though you may want to, do not bathe or brush your teeth. Do not wash or get rid of any of the clothing you were wearing. If possible, take a picture of any visible bruises or injuries you may have.
- If the incident occurs on campus, immediately report the information to any MCCC official at (330) 725-8461 or dial 911. MCCC officials will assist the victim in notifying the local law enforcement agency and navigating the reporting process.
- Seek medical attention. Even if you think you're not injured, it's important to test for STDs and pregnancy. Ask the hospital to conduct a rape kit exam and, if you think that you have been drugged, collect a urine sample for analysis for a lab.

For survivors of sexual assault seeking counseling and support. MCCC's officials have identified the following resource:

Rape Crisis Center of Medina County  
120 W. Washington St., Ste. 3E1  
Medina, Ohio 44256  
330-434-7273 or 24-Hour Hotline 877-906-RAPE (7273)  
<http://www.rccmsc.org/>

## 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” and “Violence Against Women Act”.

Type of Occurrence	On Campus			Public Property		
	2021	2022	2023	20120	2021	2023
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0	0
Sex Offenses, Non-Forcible	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	1	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0
<b>Violence Against Women</b>						
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
<b>Arrests</b>						
Weapons Possession	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
<b>Disciplinary Actions</b>						
Weapons Possession	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0

### **DEFINITIONS**

For the purpose of this document, the following definitions were used:

Murder/Non-Negligent Manslaughter - The willful killing of one human being by another.

Negligent Manslaughter - The killing of another person by gross negligence.

Rape - Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.



**Forcible Sex Offenses:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. There are four types of forcible sex offenses:

**Forcible Rape** - The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.

**Forcible Sodomy** - Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sexual Assault With an Object** - The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. An object or instrument is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.

**Forcible Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Non-Forcible Sex Offenses:** Incidents of unlawful, non-forcible sexual intercourse. Only two types of offenses are included in this definition:

**Incest** - Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** - Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Robbery** - The taking or attempting to take anything from value of the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault** - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary** - The unlawful entry of a structure to commit a felony or theft.

**Motor Vehicle Theft** - The theft or attempted theft of a motor vehicle.

Arson - The willful or malicious building or attempt to burn with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

Hate Crimes - A criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.

In addition to the standard list of Clery reported crimes, the following are considered hate crimes when there is evidence that the offense was committed with bias against a protected class.

Larceny-Theft - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Larceny and theft mean the same thing in the UCR.) Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.

Simple Assault - An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation - To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property - To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Consent - The act of knowingly and affirmatively agreeing to engage in a sexual activity. Consent must be voluntary. An individual cannot consent who is substantially impaired by any drug or intoxicant; or who has been compelled by force, threat of force, or deception; or who is unaware that the act is being committed; or whose ability to consent is impaired because of a mental or physical condition; or who is coerced by supervisory or disciplinary authority. Consent may be withdrawn at any time. Prior sexual activity or relationship does not, in and of itself, constitute consent.

Weapon Law Violations - The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations - The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

Liquor Law Violations - The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

Domestic Violence - A pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Dating Violence - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved.

Sexual Assault - Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Stalking - A pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear for his/her safety or for the safety of those around him/her or suffer substantial emotional distress.

On-Campus - Any building or property owned or controlled by the institution.

Public Property - This area can be described as thoroughfares, streets, sidewalks, and parking facilities that are within the campus, or immediately adjacent to or accessible from the campus.

MCCC does not offer on or off campus housing to students or staff. It also does not own or lease any satellite locations or properties.

Primary Prevention Programs - Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Awareness Programs - Community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

Bystander Intervention - Means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

Risk Reduction - Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Ongoing Prevention and Awareness Campaign - Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.