



2017 Annual

Campus Security and Crime Report

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BHCC SAFETY AND SECURITY REPORT

The safety of students, staff, and visitors to Buckeye Hills Adult Career Center is important to the School. This document is created to increase your awareness and provide you with information to better inform you of the policies and procedures that are in place to assist you.

In compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)*, Buckeye Hills Career Center has prepared this document. Institutions participating in federal student aid must present to current students, future students, and employees certain crime statistics and policies in accordance with Clery Act. The report will be reviewed and updated each year by October 1st.

Buckeye Hills Adult Career Center does not have any on or off campus housing nor does it have any student organizations. No crime statistics or policies pertaining to such are included in this report.

All students will be informed of this report at orientation and given access to it on our website at www.buckeyehills.net. A printed copy will be available upon request.

INTRODUCTION TO THE CLERY ACT

In 1990, Congress enacted the *Crime Awareness and Campus Security Act of 1990* (Title II of Public Law 101-542), which amended the *Higher Education Act of 1965* (HEA). This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The act was amended in 1992, 1998, 2000 and 2008. The 1998 amendments renamed the law the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* in memory of a student who was slain in her dorm room in 1986. It is generally referred to as the *Clery Act* and is in section 485(f) of the *HEA*.

On March 7, 2013, the *Violence Against Women Reauthorization Act of 2013 (VAWA)* (Public Law 113-14) was signed into law. *VAWA* includes amendments to the *Clery Act*. These changes require institutions to disclose statistics, policies and programs related to dating violence, domestic violence, sexual assault and stalking, among other changes.

REPORTING EMERGENCY SITUATIONS OR CRIMES

The Gallia-Jackson-Vinton Joint Vocational School District is committed to provide a secure campus. Adult students and staff are urged to report emergency situations or crimes to the Student Resource Officer, Director, or on-duty Supervisor at the below numbers or reporting to the Green Building Adult Office. If an emergency situation or crime occurs and the Supervisor feels more aid is needed, he/she will contact 911 or the Gallia County Sheriff's Department.

The Superintendent, Director or on-duty Supervisor will make the determination on the proper notification to be given to either a segment of the campus or campus wide. They will also determine how much information is appropriate to disseminate based on the severity of the incident.

There is always a staff person assigned responsibility for campus at all times students are present. The person in charge will be assigned that responsibility when the upper staff member leaves campus. Duties will be assigned by the lead person in charge.

CSA's – Campus Security Authorities are individuals that have significant responsibility for student and campus activities.

<u>Administration</u>	<u>Contact</u>	<u>Work Phone/Ext</u>
Superintendent	D. Kent Lewis	740-245-5334 ext. 257
Director/Title IX Coordinator/Grievance Officer	Don Armstrong	740-245-5334 ext. 207
Supervisor	Greg Snyder	740-245-5334 ext. 205
Supervisor	Roberta Duncan	740-245-5334 ext. 213
Supervisor	Tim Updike	740-245-5334 ext. 288
Supervisor	Leesa Lewis	740-245-5334 ext. 210/309
Supervisor	Sharon Carmichael	740-245-5334 ext. 337
School Resource Officer	Jason Montgomery	740-245-5334 ext. 211
Counselor	Tracey Hunt	740-245-5334 ext. 212

VOLUNTARY CONFIDENTIAL REPORTING

If you are the victim of a crime and do not want to pursue action within the School system or the criminal justice system, you may still want to consider making a confidential report. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. Requests will be honored to the extent possible. With such information, the School can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the School.

LIMITED VOLUNTARY CONFIDENTIAL REPORTING

Buckeye Hills Adult Career Center encourages anyone who is the victim or witness to any crime to promptly report the incident to the sheriff's office. Because police reports are public records under state law, the Gallia County Sheriff's office cannot hold reports of crime in confidence.

MANDATORY CRIME REPORTING

If the complaint contains sufficiently detailed information about conduct that may constitute a crime, then the matter will be reported to local law enforcement in accordance with Ohio law.

PASTORAL AND PROFESSIONAL COUNSELORS

There are two types of individuals who, although they may have significant responsibility for student and campus activities, are not campus security authorities under the Clery Act:

Pastoral counselor: A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

Professional counselor: A person whose official responsibilities include providing mental health counseling to members of the School's community and who is functioning within the scope of the counselor's license or certification. This definition applies even to professional counselors who are not employees of the School, but are under contract to provide counseling at the School.

The pastoral or professional counselor exemption is intended to ensure that these individuals can provide appropriate counseling services without an obligation to report crimes they may learn about. This exemption is intended to protect the counselor-client relationship. However, even the legally recognized privileges acknowledge some exemptions, and there may be situations in which counselors are in fact under a legal obligation to report a crime.

To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in the role of pastoral or professional counselors.

COMMUNICATION SYSTEM

Each administrator has in place for his/her building, a communication system (Public Address, Nixle Alert, 2-way radio, or telephone). This tree may be used to verify information should the need arise. A building lock down or evacuation may be communicated in this manner as well. Whatever the situation, certain steps must be followed to ensure all officials have been notified of the circumstances.

1. Call relevant local emergency authorities (9-911).
2. Call the Superintendent.
3. Call all other administrators.
4. Establish a meeting (time and place) for the campus crisis team (Blue Team), news media, clergymen, parents, psychologists, and support group.
5. Decide whether using the communication system to inform staff is appropriate or necessary.

Appropriate leadership at these facilities will be a key to making necessary and common sense decisions about safety and the well-being of others. A crisis situation within the buildings, on grounds, or aboard buses, will certainly require different responses and situations will not always be the same. Please use this plan as a guide. No school or building is immune to crisis, regardless of size or location.

The School will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

The only reason the person in charge would not immediately issue a notification for a confirmed emergency or dangerous situation is if doing so will compromise efforts to: assist a victim, contain the emergency, respond to the emergency, or otherwise mitigate the emergency.

The Superintendent or his designee will determine the proper method and wording of communication to the public based on the incident. Communication may be by Nixle, e-mail, TV, or radio.

EMERGENCY RESPONSE

The Student Handbook includes information about Emergency Drills and Situations. The Director is responsible for developing contingency plans and continuity of operations plans for the staff and areas of responsibility. The School conducts numerous emergency response exercises each year and tests of the emergency notification systems on campus. These tests are designed to assess and evaluate the emergency plans and capabilities of the School.

The Student Resource Officer and Staff have received training in the Crisis Management Plan in the event of an incident. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Rio Grande Police Department, Rio Grande Fire Department, Gallia County Sheriff's office, and the Gallia County Emergency Medical Services Department, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other county departments and other local or federal agencies could also be involved in responding to the incident.

General information about the emergency response and evacuation procedures for Buckeye Hills are publicized each year as part of the School's Clery Act compliance efforts and that information is available on the Buckeye Hills web site.

All members of the Rio Grande community are notified on an annual basis that they are required to notify the Gallia County Sheriff's department of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. The Sheriff's department has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the Gallia County Sheriff's department has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

NOTIFICATION TO THE COMMUNITY ABOUT AN IMMEDIATE THREAT

Gallia County Emergency Management Agency and 911 receive information from various sources. If either confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Rio Grande Community, Gallia County Sheriff's department and the Superintendent or his designate will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the Rio Grande Community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. Gallia County Sheriff's department, Rio Grande Police Department, and the Superintendent or his designate will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the Rio Grande community, the School has various systems in place for communicating information quickly. Some or all

of these methods of communication may be activated in the event of an immediate threat to the Rio Grande community. These methods of communication include Nixle and the Gallia County EMA notification system. The School will post updates during a critical incident on the Buckeye Hills web site at www.buckeyehills.net. Members of the larger community who are interested in receiving information about emergencies on campus should sign up for the emergency text message system (Nixle).

EMERGENCY DRILLS & SITUATIONS

Students will be instructed on proper actions in the event of an emergency that requires building evacuation. A student should report any injury that occurs on School property to his/her instructor. If medical treatment is required, but is not an emergency, the student will be required to seek treatment from his/her own private physician. If serious injury is incurred, the student will be transported to an Urgent Care or Emergency Department of the student's preferred provider. The student is responsible for any fees acquired.

If the student is involved in any kind of accident at the clinical site, the student's instructor and supervisor should be notified immediately as well as the supervising clinical specialist. The facility's procedures will be followed with respect to Accident/Incident reports. A copy of all such reports should be given to the instructor to be placed in the student's file.

FIRE DRILL

Section 3737 of the general code of the State of Ohio requires the instruction and training of students by means of drills for rapid dismissal of the school building. The instructions that follow are to be considered as a guide to the instructors so that they may better inform those under their supervision. Every alarm should be considered real as if real danger existed.

The regulations are the suggestions of the State Fire Marshal and are to be followed:

1. Any ring of the fire alarm system will be considered an actual drill.
2. Students should respond to the first alarm without direction of the instructor.
3. Keep the lines moving after leaving the building.
4. The first student out of any exit should open the doors and hold them open or fasten them open.
5. When all students are out of the classroom, the instructor will close the door and follow his/her group.
6. Supervisors should check restrooms in their specific area.
7. Students are to proceed until they are 50 feet away from the building.
8. Instructors are to take attendance when students are assembled outside.
9. When students leave the building they are to remain on School property.
10. Talking should be limited while the drill is in progress so that needed instructions may be heard.
11. Return only when directed to do so by the School official in charge.
12. Report any missing student to an administrator immediately.

TORNADO DRILL

1. A tornado watch means the atmospheric conditions are such that tornadoes could develop.
2. A tornado warning means an actual funnel has been sighted in your area.
3. When the National Weather Service has issued a tornado watch or warning, appropriate announcements will be given over the public address system.

4. The faculty will conduct a practice drill and outline specific instructions of the procedure to be followed and the location where students will go during a tornado drill.

The following will apply to the Adult Career Center:

Plan A: To be in effect when little or no warning is available. An announcement will be made over the public address system that a tornado warning is in effect. Have everyone in the classroom take cover under a desk. All students and staff are to remain in their assigned areas until an announcement is made over the public address system that the tornado warning is no longer in effect.

Plan B: To be in effect when sufficient advance warning is available to permit student movement. An announcement will be made over the public address system that a tornado warning is in effect. All classes will proceed quickly and calmly to their assigned areas. All students and staff are to remain in their assigned areas until an announcement is made over the public address system that the tornado warning is no longer in effect.

SHELTER-IN-PLACE

If a "Shelter-in-Place" should be mandated by the County Emergency Management personnel, the Superintendent and/or Director will give specific instructions via the P.A. System. ALL individuals, students, staff, and visitors should carefully follow the procedures described, i.e. move inside and/or do not leave current building facility, return to particular area for Shelter-in-Place to be initiated, etc. Shelter-in-Place Team Leaders will initiate process at the direction of the Superintendent and/or Director. All persons should follow carefully the directives of the team leader. Once again, it is important to remain calm, follow directives carefully, and DO NOT tie up phone lines.

TESTING EMERGENCY RESPONSE AND EVACUATION PROCEDURES

An evacuation drill is coordinated by Buckeye Hills for all facilities on campus. Students learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. Buckeye Hills has designated locations for long-term evacuations that are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, the Student Resource Officer and Buckeye Hills staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

The purpose of evacuation drills is to prepare students and faculty for an organized evacuation in case of an emergency. At Buckeye Hills, evacuation drills are used as a way to educate and train occupants on issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the school an opportunity to test the operation of fire alarm system components.

Evacuation drills are monitored by the Student Resource Officer and Buckeye Hills staff to evaluate egress and behavioral patterns. Recommendations for improvements are also submitted to the Director.

Students receive information about evacuation and shelter-in-place procedures during their first orientation meeting and during other educational sessions that they can participate in throughout the year.

Buckeye Hills administration conducts numerous announced and unannounced drills and exercises each year and conducts follow-through activities designed for assessment and evaluation of emergency plans and capabilities. Buckeye Hills administration will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

TIMELY WARNINGS

In the event that a situation arises, either on or off campus, that, in the judgment of the Superintendent or his designate, constitutes an immediate, ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through Nixle, e-mail announcements, the posting of flyers on campus, in-class announcements, or other appropriate means to students, faculty, and staff.

Anyone with information warranting a timely warning should report the circumstances to the Director, by phone (740-245-5334 ext. 207) or in person at Adult Office in the Green Building.

DISCLOSURE OF CRIME STATISTICS

The School Resource Officer prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.buckeyehills.net. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus.

Campus crime, arrest and referral statistics include those reported to the School Resource Officer, designated campus officials (including but not limited to directors, supervisors, department heads), and local law enforcement agencies.

Each year, a document will be given to enrolled students, faculty, and staff notifying them where they may review the Campus Security and Crime Statistics Report. This document will be signed and returned to the Adult Administrative Office as proof of notification. Copies of the report may also be obtained at the Adult Administrative Office located in the Green building or by calling (740) 245-5334 ext., 331. All prospective employees may obtain a copy by the same method or at the Buckeye Hills Career Center website address.

CRIME LOG

Buckeye Hills Adult Career Center maintains a Crime Log in the Director’s office and Safety Supervisor’s office. The report includes information on the nature of the crime, the date and time the crime was reported, the date and time it occurred, the general location of the incident, and the current disposition. The report is updated within two days of the reporting for Adult programs and on-line for high school documents and available for review by the public Monday through Friday, except for days the School is closed. The only exceptions to this rule are if the disclosure is prohibited by law or if the disclosure would jeopardize the confidentiality of the victim.

SECURITY AND ACCESS TO CAMPUS FACILITIES

Generally, campus facilities are open for public access during September through May from 8:00 a.m. until 9:00 p.m., Monday through Thursday, and from 8:00 a.m. until 4:00 p.m. on Friday. During June, July, and August the facilities are open for public access from 8:00 a.m. to 4:00 p.m. After the classes have vacated the buildings, the night custodian checks and secures the buildings. Classroom buildings and other buildings used for academic purposes are secured at 9:30 p.m. Monday through Thursday, and at 4:15 p.m. on Friday. There are no campus residences at this School.

The following are some of the Districts' campus security procedures:

1. Designated parking for students
2. Well lighted parking areas for evening Adult students.
3. The Adult staff does not acknowledge the enrollment of any student for incoming phone calls. For emergency calls, the caller is asked to leave a message and phone number, and if the student is enrolled, the student will be contacted with the message.
4. Custodians or supervisors check and lock all rooms after evening classes to insure all students have vacated the building.
5. During Adult orientation, all students are encouraged to be responsible for their own security and the security of others.
6. Students and employees are informed about campus safety procedures during orientation.
7. Supervisors monitor hallways, classrooms, and doors during a daily walkthrough.

CAMPUS LAW AUTHORITY

Buckeye Hills Adult Career Center officials have the authority to ask persons for identification and to determine whether individuals have lawful business on campus. Criminal incidents are referred to the local police who have jurisdiction on the campus. The Director at Buckeye Hills Adult Career Center maintains a highly professional working relationship with the Gallia County Sheriff's office and the Rio Grande Police office. The Gallia County Sheriff's office supplies a resource officer during the weekday hours of secondary schools with law enforcement and arrest authority on campus. The exercise of that authority is described in a Consultant Agreement between Buckeye Hills Career Center and the Gallia County Sheriff's office that outlines the services they will offer. All crime victims and witnesses are strongly encouraged to immediately report the crime to the Director and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

All reports will be investigated. The School does not have procedures for voluntary, confidential reporting of crime statistics. Violations of the law will be referred to law enforcement agencies. When a potentially dangerous threat to the campus community arises, timely reports or warnings will be issued through Nixle, e-mail announcements, the posting of flyers on campus, in-class announcements, or other appropriate means.

SECURITY AWARENESS PROGRAMS FOR STUDENTS AND EMPLOYEES

Orientation is held for all programs to inform them of the policies and procedures that need to be followed for the security of themselves and others. The Crime Statistics are reviewed with each program for their awareness of events. Employees are informed where to locate the Campus Security and Crime Report at the beginning of each school year so that they may review the document. Students and employees are encouraged to be aware of their environment and report any potential issues or concerns they may have.

CRIME PREVENTION PROGRAMS FOR STUDENTS AND EMPLOYEES

Crime Prevention Programs on personal safety and theft prevention will be covered in orientation with students. Notices will also be sent out in e-mail alerts and on bulletin board postings if there are any concerns.

DRUG-FREE WORKPLACE NOTIFICATION

As required by the Drug-free Workplace Act of 1988 and the U. S. Department of Education Drug Prevention Certification, the Gallia-Jackson-Vinton JVSD provides this notification on an annual basis to each employee and student.

- The unlawful possession, manufacture, distribution, dispensing, or use of illicit drugs and alcohol on district property or as part of any School activity is prohibited. It is the intent of the Gallia-Jackson-Vinton JVSD to maintain a drug-free environment.
- Disciplinary sanctions consistent with local, state, and federal law will be imposed upon students and employees found to be involved in such prohibited activities. District sanctions may be imposed up to and including expulsion or termination of employment and referral for prosecution. Sanctions may include the completion of an appropriate rehabilitation program.
- Numerous criminal charges, both misdemeanor and felony, may be filed against individuals engaged in unlawful activities with drugs and alcohol. Penalties for violation of these laws range from monetary fines to imprisonment. Possessions, i.e. homes, vehicles, etc., may be seized if used in unlawful drug or alcohol related activities.
- Alcohol and drug addiction are considered to be America's number one health problem. The economic cost in the United States is estimated to be 166 billion annually. Four of ten Americans are affected by alcoholism in their families. One in five hospital days is linked to the abuse or addiction of alcohol or drugs.
- Use of illicit drugs can result in adverse psychological and personality changes, lowered resistance to disease and infection, transmittal of disease among users or to family members including the unborn, physiological damage to the body's organs, structures, and control systems, and death.
- In the workplace, drug and alcohol abusers cause decreased productivity and increased accident rates. Drug abusers are three times more likely to be late for work, 33% less productive, and are likely to incur 300% higher medical costs. 38-50% of all workers' compensation claims are related to the abuse of alcohol or other drugs in the workplace. 40% of industrial fatalities and 47% of industrial injuries can be linked to alcoholism and alcohol consumption.
- Drug and alcohol counseling, treatment, or re-entry programs are available to both students and employees as listed in the resource section.

Employees engaged in the performance of a federal grant are required to notify the employer in writing of their conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.

Should you have any questions or concerns regarding the information contained in this notice or any matter involving alcohol or drugs, please contact your instructor or supervisor for assistance.

PREVENTING, EDUCATION, AND RESPONDING TO SEX OFFENSES

Buckeye Hills Career Center prohibits dating violence, domestic violence, sexual assault, and stalking as defined in this document. The School educates the student community about sexual assaults and date rape through resource references in this document. The School offers sexual assault education and information programs to students and employees upon request. Buckeye Hills Career Center will comply with a student's request for assistance in notifying authorities if requested.

Educational programs are available for Bystander Intervention listed in the Resource section of this document. This includes safe, effective, and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of harm, including sexual assault, domestic violence, dating violence, or stalking. Bystander intervention includes recognizing situations of potential harm, evaluating the situation and options, and deciding what intervention is appropriate.

If you are a victim of a sexual assault, dating violence, domestic violence, or stalking at this School, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The School strongly advocates that a victim report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to the School Resource Officer and/or to the Director or his designate.

When a sexual assault victim contacts the School Resource Officer or Director, the Gallia County Sheriff's office will be notified as well. The Superintendent will also be notified. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Buckeye Hills Career Center disciplinary process, or only the latter. A representative from the Sheriff's office or the Director will guide the victim through the available options and support the victim in his or her decision. Counseling and support services outside the School system can be obtained through the agencies listed in the Resource's section of this manual.

Filing a police report with a School Resource Officer or Sheriff's office will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

INVESTIGATION AND DISCIPLINARY PROCEDURE

Assessment/Investigation

- The Grievance Officer is responsible for the prompt and impartial investigation of allegations of discrimination, harassment, and/or sexual misconduct. The Grievance Officer identifies and addresses any patterns or systemic problems that are identified during the review of such complaints. The Grievance Officer receives training during the year on proper investigative procedures through on-line training or seminars.
- The following steps will normally be taken in an investigation:
 - Notice will be provided to the grievant and accused that an investigation is in progress.
 - Interim measures to prevent continued discrimination, harassment, or sexual misconduct will be considered and implemented during the investigation period, as deemed appropriate.
 - Relevant witnesses, including the grievant, accused, and all first-hand witnesses will be identified and separately interviewed. The parties (grievant or accused) will have the opportunity to provide names of witnesses.
 - Parties will be permitted to bring a support person, but the support person will not be able to participate directly in the investigation.
 - Parties will be permitted to present relevant evidence to the Grievance Officer. It is the expectation of the investigator that parties are truthful or forthright with providing information and will not withhold or omit information.
 - Confidentiality concerns and the School's prohibition on retaliation will be discussed with the grievant, accused, and all witnesses.
 - The grievant, the accused, and all witnesses will be asked to put their statements in writing.
- Findings of fact will be made by the Grievance Officer. The Grievance Officer will complete a written report with a summary of the investigation and findings of fact based on the preponderance of the evidence. Specific recommendations may be provided as necessary. The summary of the findings will be provided to both parties.
- Upon a complaint being filed, the School will work to complete its investigation in a timely matter, within the reasonable timeframe. A reasonable amount of time will be determined on a case-by-case basis, depending on factors such as the number of parties to be interviewed and their immediate availability to meet. In the event that the investigation is to exceed sixty (60) days, the Grievance Officer will contact the parties to inform them of the delay.
- For the purposes of review, evidence provided (i.e., copies of emails, social media printouts, audio recordings, video recordings, etc., if supplied) will remain with the working notes in the Grievance Officers office. The documents will be in a secure location and will be maintained as required by the Records Retention Procedures.
- The Grievance Officer is a neutral party who examines the facts as presented as a part of the investigatory process. No illegal bias will occur in the evaluation of information. All parties and witnesses are obligated to timely provide the Grievance Officer with all of the information and documentation available, to help the School in conducting the investigations. Failure to comply honestly when providing information or to omit information will be addressed through appropriate discipline.

Confidentiality and Amnesty

- Confidentiality - A grievant may request confidentiality. The School takes such requests seriously and will endeavor to protect the privacy of the parties involved; however, such requests may limit the School's ability to investigate and take reasonable action in response to a report. In such cases, the Grievance Officer in consultation with Schools legal counsel will evaluate the request for confidentiality in the context of the School's commitment to provide a reasonably safe and non-discriminatory environment. If a grievant requests that his or her name or other identifiable information not be disclosed to the accused, or that no action be taken against the accused, he or she will be advised that this may result in limiting the School's ability to respond to the report.
- Amnesty – The Grievance Officer grants amnesty to students who may have violated alcohol and/or drug provisions of the School's Student Code of Conduct at the same time of the incident when he or she became a victim of sexual assault. Therefore, no alcohol or drug charges are applied to a student who reports that he or she was under the influence of alcohol or drugs at the time of a sexual assault.

Adjudication

- The written summary of factual findings by the Grievance Officer will be forwarded to the appropriate department for further adjudication based on the preponderance of the evidence:
 - For findings regarding a **student**, the Grievance Officer will review the findings and will determine whether conduct is actionable and/or an appropriate sanction is warranted in accordance with the Student Code of Conduct.
 - For findings regarding an **employee**, the Grievance Officer and the employee's direct supervisor will review the investigator's findings to determine whether the conduct is actionable and/or an appropriate sanction is warranted. A pre-disciplinary process will be conducted pursuant to School disciplinary policy and/or an applicable collective bargaining agreement.
 - For findings regarding a **vendor**, contractor, subcontractor, or others doing business with the School, the Grievance Officer will review in accordance with the third party contract and all applicable School policies and procedures to determine whether conduct is actionable and/or an appropriate sanction is warranted.

Sanctions

- Student Sanctions – Sanctions for violations of discrimination, harassment, and/or sexual misconduct by a student will be imposed in accordance with the School's Student Code of Conduct. If during a student conduct hearing, the alleged student is found responsible, the extent of sanctions will be determined by the Grievance Officer.
- Employee Sanctions – Sanctions for discrimination, harassment, and/or sexual misconduct by an employee will be imposed in accordance with the School's Disciplinary Policy and/or disciplinary provisions of the applicable collective bargaining agreement. Whether sanctions will be imposed, and to what extent, will be considered by the Grievance Officer and the direct supervisor.
- Third-Party Sanctions – Sanctions for discrimination, harassment, and/or sexual misconduct by a third party will be imposed following review by the Grievance Officer.
- Potential Types of Sanctions – Sanctions that could be imposed for a violation of the School's Non-Discrimination and/or Sexual Harassment Policy include, but are not limited to, probation, loss of privileges, written warning, suspension (employment or academic), and expulsion

(academic) or termination (employment/third party contract).

- Remedies/accommodations for the grievant may include, but are not limited to:
 - Counseling and/or medical services.
 - Academic support services, such as tutoring.
- Additional remedies for the campus community to remedy the effects of sexual misconduct may include, but are not limited to:
 - Counseling or other victim services to all students affected by sexual misconduct or violence.
 - Focused training sessions.
 - Developing and distributing materials on sexual misconduct and violence.

Notification

- If, based on a preponderance of the evidence, it is found that a violation of the School's Non-Discrimination and/or Sexual Harassment Policy has occurred, the parties will be immediately and simultaneously notified of the finding in writing.
- Notification of a determination can be expected within sixty (60) calendar days of the report. If circumstances require more time for completion of the investigation and review, the parties will be notified of the reason for the delay and advised of subsequent timeframes for completion of the investigation and review.
- The simultaneous written notice to both parties of the outcome of the complaint will include a notice of and option to appeal.

Rights of Parties

- Both the grievant and the accused shall be afforded:
 - The right to be provided with written notification as to the standard of evidence used during institutional conduct proceedings.
 - The right to timely notification, in writing, of the outcome of any administrative or student conduct board hearing decision and any sanction(s) that may have been assigned.
 - The right to be granted, if reasonably available, a change in academic arrangement, or other steps necessary to prevent unnecessary or unwanted contact.
 - The right to appeal the decision of a hearing or conference.
- The grievant/alleged victim of a violation of the School's Non-Discrimination and/or Sexual Harassment Policy shall be afforded:
 - The right to decide whether or not to notify local law enforcement authorities and/or to file a report with the Grievance Officer
 - The right to answer questions posed by the accused outside of the physical presence of the accused.
 - The right to remain present throughout the entire hearing (except during deliberations).
 - The right to not have his/her past behavioral history discussed during the hearing. (The hearing chair shall determine the relevance of each question.)
 - The right to be granted a reasonable change in academic arrangement or other steps necessary to prevent unnecessary or unwanted conduct.
 - The right to be provided with written notification as to
 - Any available assistance for changing academic, transportation, and working situations, if requested by the victim.
 - Information concerning the victim's option to decline to notify law enforcement and/or campus authorities.

- The victim's rights and the School's responsibilities regarding protection orders, no contact orders, restraining orders, or similar lawful orders.
- Information concerning victim advocacy, student mental health services, or other available community resources.
- How to report retaliation or harassment as a result of reporting acts of sexual misconduct.

Appeal Procedures

- Students (Grievant or Accused) – Any student who has reasonable basis as outlined in the Handbooks to appeal the determination, may exercise rights under the Grievance Policy.
- Employees (Grievant or Accused)
 - Non-bargaining unit employees – Any employee grievant who has reasonable basis as outlined in the School's Employee Grievance Policy to appeal the determination may exercise rights under the aforementioned policy.
 - Bargaining unit member employees – Any employee who has reasonable basis as outlined in the applicable collective bargaining agreement to file a grievance as to the determination may exercise rights in accordance with the applicable collective bargaining agreement.

Sanction Guidelines

- The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:
 - **Warning** – A notice in writing to the student that the student is violating or has violated institutional regulations.
 - **Probation** – A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of progressively more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during or after the probationary period.
 - **Loss of Privileges** – Denial of specified privileges for a designated period of time.
 - **Restitution** – Compensations for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
 - **Discretionary Sanctions** – Work assignments, essays, service to the School, or other related discretionary assignments.
 - **School Suspension** – Separation of the student from the School for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
 - **School Expulsion** – Permanent separation of the student from the School.
 - **Revocation of Admission and/or Degree** – Admission to or a degree awarded from the School may be revoked for fraud, misrepresentation, or other violations of School standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
 - **Withholding Degree** – The School may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Code of Conduct, including the completion of all sanctions imposed, if any.
- More than one of the sanctions listed above may be imposed for any single violation.

- Other than School expulsion or revocation or withholding of a degree, disciplinary sanctions shall not be made part of the student's permanent academic record, but shall become part of the student's disciplinary record.
- In situations involving both respondent(s) and a student(s) claiming to be the victim of another student's conduct, the records of the process and of the sanctions imposed, if any, shall be considered to be the education records of both the respondent(s) and the student(s) claiming to be the victim; this is because the educational career and chances of success in the academic community of each may be impacted.
- In each case in which it has been determined that a student has violated the Student Code of Conduct, the sanctions(s) shall be determined by the Director. Following the student conduct proceeding, the Director shall advise the respondent (and a complaining student who believes she/he was the victim of another student's conduct) in writing of its determination and of the sanction(s) imposed, if any.

STALKING AWARENESS

Buckeye Hills Career Center is determined to provide a campus atmosphere free of violence for all members of the campus community. For this reason, Buckeye Hills Career Center does not tolerate stalking and will pursue the perpetrators of such acts to the fullest extent possible. Buckeye Hills Career Center is also committed to supporting victims of stalking through the appropriate provision of safety and support services. This information applies equally to all members of Buckeye Hills Career Center's community: students, faculty, staff, contract employees, volunteers, and campus visitors."

Examples of Stalking Behaviors

- Non-consensual communication including in-person communication, telephone calls, voice messages, text messages, email messages, social networking site postings, instant messages, postings of pictures or
- information on Web sites, written letters, gifts, or any other communications that are undesired and/or place another person in fear
- Following, pursuing, waiting, or showing up uninvited at a workplace, place of residence, classroom, or other locations frequented by a victim
- Surveillance and other types of observation, whether by physical proximity or electronic means
- Trespassing
- Vandalism
- Non-consensual touching
- Direct physical and/or verbal threats against a victim or a victim's loved ones
- Gathering of information about a victim from family, friends, co-workers, and/or classmates
- Manipulative and controlling behaviors such as threats to harm oneself, or threats to harm someone close to the victim
- Defamation or slander against the victim

Follow the procedures for reporting a crime listed in the Reporting Emergency Situations or Crimes section.

HOW TO BE AN ACTIVE BYSTANDER

Bystanders play a critical role in the prevention of sexual and relationship violence. They are individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved, but have the choice to intervene, speak up, or do something about it. The School promotes a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Persons may not always know what to do even if they want to help. Below is a list of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

RISK REDUCTION

No victim is ever to blame for being sexually assaulted, being abused in a relationship, or being stalked. There is no mistake in judgment or “poor decision” that can make a person “deserve” to be victimized by another person. The more an individual knows about these types of Sex Discrimination, the better prepared she or he will be if something does happen to them or someone they know. Below are some tips on reducing your risk and on how to help someone else who may be experiencing domestic violence, dating violence, stalking and/or sexual assault (taken in a part from the Rape, Abuse, & Incest National Network, www.rainn.org).

- Educate yourself! The more you know about how most perpetrators of sexual assault commit the assault, the power and control dynamics and cycle of dating violence, and what types of behaviors may constitute stalking, as well as the resources available to potential victims, the better prepared you will be if something happens to you or someone you know.
- Trust your instincts—if something doesn’t feel right, speak up and seek resources. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas).
- If you see someone isolating another person who looks uncomfortable or who may be intoxicated, intervene! For example, let the person who is trying to remove your friend from the group know that you will be taking her or him home instead.
- Be aware of the effects of drugs used to facilitate sexual assault. If you feel extremely tired, out of it or more intoxicated for amount of alcohol you may have consumed, you may have been drugged. Find your friends and ask them to leave with you as soon as possible. If you suspect you have been drugged, go to a hospital and ask to be tested. Similarly, if you see a friend reacting in a way that is atypical for the amount of alcohol they have consumed or they are acting out of character for the situation, ask her or him to leave with you and get them to a safe place immediately. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

RISK REDUCTION STRATEGIES

Risk Reduction Strategies for Men and Women

More than 90% of sexual assaults that occur among college students involve people who know each other, and the majority of these assaults involve the use of alcohol or other drugs.

There are no sure means to prevent sexual assault. However, you can lessen the likelihood that you or your friends will be assaulted or will assault someone. Here are some tips to consider when you go out:

- Know where you are going and speak up if you are uncomfortable with the plans.
- Know that drinking and drug use can impair your judgment. You might not be able to make the same decision you would make if you were sober.
- If you drink, drink responsibly: eat a full meal before going out, have a glass of water between each drink, stick to one type of alcoholic beverage, know your limits and don't go beyond them.
- Only drink something that you have poured yourself or that comes in a pre-sealed container. Premixed drinks or a punch can have more alcohol than you might want to drink.
- Drugs like Rohypnol and GHB ("date rape drugs") are being dissolved in drinks; don't drink something that has been left unattended.
- Don't go anywhere with someone you don't know well. If you do leave a party with a new friend, tell the friends you came with where you are going and when you are returning.
- If someone is in a risky situation let them know; let someone know.

Reduce the Risk of Committing Sexual Assault

- Listen carefully. Take time to hear what the other person has to say. If you feel s/he is not being direct or is giving you a "mixed message," ask for clarification.
- Don't fall for the bogus slogan "if they say no, they really mean yes." If your partner says "no" believe them and stop.
- Remember that sexual assault is a crime. It is never acceptable to force sexual activity, no matter what the circumstances.
- Be aware that having sex with someone who is mentally or physically incapable of giving consent is sexual assault. If you have sex with someone who is drugged, intoxicated, passed out, or who is mentally or physically unable of saying no or knowing what is going on, you could be committing a crime such as rape.
- Don't make assumptions:
 - Don't assume that someone wants to have sex because of the way they are dressed. Don't assume someone want to have sex because they drink (or drink too much).
 - Don't assume someone wants to have sex because they agree to go to your room.
 - Don't assume that if someone has had sex with you before that they are willing to have sex with you again.
 - Don't assume that if your partner consents to kissing or other sexual activities, they are consenting to all sexual activities.

Reduce the Risk of Being Sexually Assaulted

- You have the right to say "NO" to any unwanted sexual contact. If you are uncertain of what you want, communicate your feelings firmly and directly: NO MEANS NO.
- Don't be afraid to "make waves" if you feel threatened. If you feel you are being pressured or coerced into sexual activity, don't hesitate to state your feelings and leave the situation.
- Attend large parties with friends you trust. Agree to "look out" for one another. Leave with the group, not alone. Avoid leaving with people that you don't know very well.

If someone you know has been sexually violated

DO:

- Be supportive, listen to them.
- Share your feelings of concern for them.

- Communicate to your friend that they are not responsible for the violation.
- Make sure your friend has a safe place to stay.
- Allow your friend to regain control by making their own decisions.
- Make yourself available to accompany your friend to a helping resource (e.g., Hospital, Health Center, Counseling Center, etc.).
- Realize that you too may be affected and seek support if you need it.

DON'T:

- Attempt to seek revenge.
- Make jokes.
- Be angry with your friend.
- Force them to talk and/or take control from them.
- Ask your friend how they could “let this happen”.
- Assume you understand how your friend feels.
- Discuss the incident with others unless you have permission from your friend.

RETALIATION IS STRICTLY PROHIBITED

Retaliation against any individual in the campus community either for alleging sexual misconduct or for cooperating in the review or investigation of a compliant is strictly prohibited by Policy and federal law. Anyone who believes he/ she has been the victim of retaliation should immediately contact the Title IX Coordinator. Any person found to have retaliated against another for reporting, participating or cooperating in an investigation will be in violation of the Policy and will be subject to corrective measures independent of the merits of the underlying allegation.

PROTECTIVE MEASURES AND ORDERS

Buckeye Hills is obligated to comply with the victims or survivor’s reasonable requests for changes in parking, academic, or clinical settings accommodations. The Director reserves the right to determine the most practical method of making these accommodations.

The Student Resource Officer or Director at Buckeye Hills can assist the victims or survivors to obtain a court-ordered issued restraining order or other lawful order of protection. If a protective order is issued a copy should be given to the Director in the Green Building at 351 Buckeye Hills Road so administration can assist in compliance with these orders. The person obtaining the restraining order should notify local enforcement of the order so they will be aware if they are needed to respond to an incident. Any violation of the order should be immediately reported to law enforcement. Buckeye Hills does not issue orders of protection.

**DISCLOSURES TO ALLEGED VICTIMS
OF CRIMES OF VIOLENCE OR NON-FORCIBLE SEX OFFENSES**

Buckeye Hills Adult Career Center will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the career college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Buckeye Hills will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.

Buckeye Hills Adult Career Center is required to provide both the accused and the accuser with simultaneous written notification of any result of any School disciplinary proceeding that arises from and allegation of dating violence, domestic violence, or stalking. In these cases, it is not necessary for a victim to make a written request.

ADVISING THE CAMPUS COMMUNITY ABOUT SEX OFFENDERS

Registered sex offenders are not permitted to attend classes on this campus. At the time of application to any Adult program at Buckeye Hills Career Center, it is a prospective student's responsibility to report any personal arrest or conviction for any sexual offense and any designation as a sexual offender. Such arrest or conviction may prohibit attendance in programming at the Buckeye Hills Adult Career Center programs. Registered sex offenders must notify the State of Ohio in accordance with the "Campus Sex Crimes Prevention Act" of 2000. Information regarding convicted sexual predators living in the geographic area may be found at: <http://icrimewatch.net/ohio.php>

Additionally, the Ohio Department of Rehabilitation and Correction sex offender registry is available at <http://www.drc.ohio.gov/OffenderSearch/Search.aspx>.

NON-DISCRIMINATION POLICY

It is the policy of the Gallia-Jackson-Vinton Joint Vocational School District that educational programs and other activities be conducted in adherence to Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, in assuring non-discrimination with regard to race, color, national origin, sex, age or disability.

The District does not permit discriminatory practices and views harassment as a form of discrimination.

Complaints regarding discrimination or harassment should be brought to the attention of the Vocational Director who serves as the Title VI and Section 504 Coordinator.

A complaint may be filed with the U.S. Department of Education at any time. It is not necessary for a person to go through the district's grievance procedures before filing with the U. S. Department of Education.

Complaints may be sent to the U.S. Department of Education, Team Leader, Office of Civil Rights, 1350 Euclid Avenue, Suite 325, Cleveland, OH 44115-1812.

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 the school policy.

The Board has developed complaint procedures which are available to victims. The Board has also identified disciplinary penalties which could be imposed on the offenders.

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 such act or comment may constitute sexual harassment-type conduct is often dependent on the individual recipient.

The Grievance Officer: The Board appoints a sexual harassment grievance officer who is vested with the authority and responsibility of processing all sexual harassment complaints in accordance with the procedure set out.

Sexual 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.

CRIMINAL OFFENSES DEFINITIONS

Murder/Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another. Include as Murder and Non-negligent Manslaughter: Any death caused by injuries received in a fight, argument, quarrel, assault or the commission of a crime.

Not included as Murder and Non-negligent Manslaughter:

- Suicides.
- Fetal deaths.
- Traffic fatalities.
- Accidental deaths.
- Assaults with intent to Murder and attempts to Murder. (Classify assaults and attempts to Murder as Aggravated Assaults.)
- Situations in which a victim dies of a heart attack as the result of a crime, even in instances where an individual is known to have a weak heart.
- Justifiable homicide (which is defined as and limited to the killing of a felon by a peace officer in the line of duty, or the killing of a felon during the commission of a felony, by a private citizen).

Manslaughter by Negligence is defined as the killing of another person through gross negligence. Include as Manslaughter by Negligence: Any death caused by the gross negligence of another. In other words, it's something that a reasonable and prudent person would not do.

Not included as Manslaughter by Negligence:

- Deaths of persons due to their own negligence.
- Accidental deaths not resulting from gross negligence.
- Traffic fatalities.

Sexual Assault (Sex Offenses). Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

- **Rape** is the 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. This offense includes the rape of both males and females.
- **Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** is sexual intercourse with a person who is under the statutory age of consent.

Robbery. Robbery is the taking or attempting to take anything of value from 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. Aggravated Assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Included as Aggravated Assaults:

- Assaults or attempts to kill or Murder.
- Poisoning (including the use of date rape drugs).
- Assault with a dangerous or deadly weapon.
- Maiming.
- Mayhem.
- Assault with explosives.
- Assault with disease (as in cases when the offender is aware that he or she is infected with a deadly disease and deliberately attempts to inflict the disease by biting, spitting, etc.).

Burglary. Burglary is the unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft. Motor Vehicle Theft is the theft or attempted theft of a motor vehicle.

Arson. Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

HATE CRIMES DEFINITIONS

Race. A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

Religion. A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

Sexual Orientation. A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation. Sexual Orientation is the term for a person's physical, romantic, and/or emotional attraction to members of the same and/or opposite sex, including lesbian, gay, bisexual, and heterosexual (straight) individuals.

Gender. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Gender Identity. A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals. Gender non-conforming describes a person who does not conform to the gender-based expectations of society, e.g., a woman dressed in traditionally male clothing or a man wearing makeup. A gender non-conforming person may or may not be a lesbian, gay, bisexual, or transgender person but may be perceived as such.

Ethnicity. A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term "race" in that "race" refers to a grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.

National Origin. A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth. This bias may be against people that have a name or accent associated with a national origin group, participate in certain customs associated with a national origin group, or because they are married to or associate with people of a certain national origin.

Disability. A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Larceny-Theft, Simple Assault, Intimidation, and Destruction/Damage/Vandalism of Property are included in your Clery Act statistics only if they are Hate Crimes.

Larceny-Theft is 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 is 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 is 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 is 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.

VAVA OFFENSES DEFINITIONS

Dating Violence is defined as 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 the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Domestic Violence is defined as a felony or misdemeanor crime of violence committed -

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to -

- Fear for the person's safety or the safety of others; or
- Suffer substantial emotional distress.

For the purposes of this definition -

- **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

Sexual Assault is defined as an offense that meets the definition of Rape, Fondling, Incest or Statutory Rape.

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION DEFINITIONS

Weapons: Carrying, Possessing, Etc., is defined as 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.

Classified as a Weapons: Carrying, Possessing, Etc., Violation:

- Manufacture, sale, or possession of deadly weapons.
- Carrying deadly weapons, concealed or openly.
- Using, manufacturing, etc., of silencers.
- Furnishing deadly weapons to minors.
- Aliens possessing deadly weapons.
- Attempts to commit any of the above.

Drug Abuse Violations are defined as 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. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

Liquor Law Violations are defined as 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.

Classified as a Liquor Law Violation:

- The manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor.
- Maintaining unlawful drinking places.
- Bootlegging.
- Operating a still.

- Furnishing liquor to a minor or intemperate person.
- Underage possession.
- Using a vehicle for illegal transportation of liquor.
- Drinking on a train or public conveyance.
- Attempts to commit any of the above.

Not classified as a Liquor Law Violation:

- Drunkenness (unless state law classifies drunkenness as internal possession and a violation of possession laws).
- Driving under the influence.

OTHER DEFINITIONS

Consent - Consent is when a person agrees or gives permission to another person to engage in certain sexual acts.

What is consent?

- Consent is a knowing and voluntary verbal or non-verbal agreement between both parties to participate in each and every sexual act.
- Consent to one form of sexual activity does not imply consent to other or all forms of sexual activity.
- Conduct will be considered "non-consensual" if no clear consent, verbal or non-verbal, is given. The absence of "no" does not mean "yes."
- A person has the right to change their mind at any time. In other words, consent can be withdrawn at any point, as long as the person clearly informs the other party of the withdrawal.
- Taking drugs or consuming alcohol does not relieve the obligation to obtain consent.
- A person is not required to physically or otherwise resist an aggressor.

Effective Consent

- Effective consent can be given by words or actions so long as the words or actions create a mutual understanding between both parties regarding the conditions of the sexual activity - ask, "do both of us understand and agree regarding the who, what, where, when, why, and how this sexual activity will take place?"
- When someone affirmatively demonstrates that (1) they do not want to have sex, (2) they want to stop any sort of the sexual acts, or (3) they do not want to go any further, the other party must stop completely. Continued pressure after that point can be coercive.

Consent in Relationships

- Current or past sexual relationships or current or past dating relationships are not sufficient grounds to constitute consent.
- Regardless of past experiences with other partners or your current partner, consent must be obtained.
- Consent can never be assumed, even in the context of a relationship. You have the right to say "no" and you have the right to change your mind any time.

By law, a person cannot legally give consent (no matter what they might say), when:

- The person is severely intoxicated due to alcohol or drugs, incapacitated, or unconscious.
- The person is physically or mentally disabled or incapacitated.
- The person was coerced due to force, threat of force, or deception or when the person was beaten, threatened, isolated, or intimidated.

CRIMINAL OFFENSES

	On Campus				Off Campus		
	2016	2015	2014		2016	2015	2014
Murder and Non-negligent Manslaughter	0	0	0		0	0	0
Manslaughter by Negligence	0	0	0		0	0	0
Sexual Assault (Sex Offenses)							
Rape	0	0	0		0	0	0
Fondling	0	0	0		0	0	0
Incest	0	0	0		0	0	0
Statutory Rape	0	0	0		0	0	0
Robbery	0	0	0		0	0	0
Aggravated Assault	0	1	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

There were no reported Hate Crimes for the years 2016, 2015, or 2014.

VAWA OFFENSES

	On Campus				Off Campus		
	2016	2015	2014		2016	2015	2014
Dating Violence	0	0	0		0	0	0
Domestic Violence	0	0	0		0	0	0
Stalking	0	0	0		0	0	0

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

Arrests	On Campus			Off Campus		
	2016	2015	2014	2016	2015	2014
Weapons: Carrying Possessing,etc.	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0

Disciplinary Referrals	On Campus			Off Campus		
	2016	2015	2014	2016	2015	2014
Weapons: Carrying Possessing,etc.	1	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0

UNFOUNDED CRIMES

There were no Unfounded Crimes for the years 2016, 2015, or 2014.

OHIO CRIMINAL OFFENSES

Sex Offenses

- Ohio Revised Code 2907.02 – Rape
- Ohio Revised Code 2907.03 – Sexual Battery
- Ohio Revised Code 2907.05 – Gross Sexual Imposition

Non-Forcible Sex Offenses

- Ohio Revised Code 2907.03 – Sexual Battery
- Ohio Revised Code 2907.04 – Unlawful Sexual Conduct w/a Minor

Domestic Violence

- Ohio Revised Code 2919.25 – Domestic Violence

Dating Violence

- Ohio Revised Code 2903.11 – Felonious Assault
- Ohio Revised Code 2903.12 – Aggravated Assault
- Ohio Revised Code 2903.13 – Assault
- Ohio Revised Code 2903.14 – Negligent Assault
- Ohio Revised Code 2905.01 – Kidnapping
- Ohio Revised Code 2905.02 – Abduction
- Ohio Revised Code 2905.03 – Unlawful Restraint
- Ohio Revised Code 2917.11 – Disorderly Conduct

Stalking

- Ohio Revised Code 2903.21 – Aggravated Menacing
- Ohio Revised Code 2903.211 – Menacing by Stalking
- Ohio Revised Code 2903.22 – Menacing
- Ohio Revised Code 2917.21 – Telecommunications Harassment

RESOURCES

STATE AND NATIONAL RESOURCES

GLBT National Help Center

Free and confidential peer-support for gay, lesbian, bisexual, transgender and questioning people
1-888-843-4564

www.glbtnationalhelpcenter.org

Love is Respect

Designed specifically for teens and young adults, provides 24/7 phone, text and chat services and offers real-time, one-on-one confidential support from peer advocates. Text “campus” to 22522 for help.

866-331-9474

www.loveisrespect.org

Ohio Alliance to End Sexual Violence

Information on resources, prevention, and response

216-658-1381 or 888-886-8388

www.oaesv.org

Not Alone (Together Against Sexual Assault)

Information for students, schools, and anyone interested in finding resources on how to respond to and prevent sexual assault on college and university campuses and in our schools

www.notalone.gov

National Sexual Assault Hotline

RAIN (Rape, Abuse & Incest National Network) provides live, secure, anonymous 24/7 crisis support for victims of sexual violence, their friends, and families

800-656-4673

www.rainn.org

National Domestic Violence Hotline

Provides 24/7 confidential, one-on-one support and crisis intervention

800-799-SAFE (7233) or TTY 800-787-3224

www.thehotline.org

National Suicide Prevention Lifeline

Trained crisis workers are available to talk 24/7 and provide crisis counseling and mental health referrals

800-273-TALK (8255)

www.suicidepreventionlifeline.org

Stalking Resource Center

Information on stalking and help for victims.

<http://www.victimsofcrime.org/our-programs/stalking-resource-center>

VictimConnect Resource Center

Confidential Information, support and referrals for victims of crime via telephone, chat and text including safety planning and crime reporting.

www.victimconnect.org

National Sexual Violence Resource Center

Information on Bystander Intervention

<http://www.nsvrc.org/bystander-intervention-campaigns-and-programs>

LOCAL RESOURCES**Community Assault Prevention Services**

Jackson, OH

Hotline: 800-809-6111

Phone: 740-286-6611

CONTACT Rape Crisis Center

Huntington, WV

Hotline: 866-399-7273

Phone: 304-399-1111

www.contacthuntington.com

Serenity House

Gallipolis, Ohio

Provides services to women and their children that are victims of domestic violence and/or are experiencing homelessness.

Wing Haven

93 Main Street

Vinton, Ohio

740-388-8567

Provides counseling services to individuals, couples and families, including adults and children, specializing in the areas of trauma and domestic violence. Support for persons seeking employment and support for families in solving problems related to substance abuse and other addictive behaviors.

Health Recovery Services Inc.

3086 State Route 160

Gallipolis, OH 45631

740-446-7010

Offers inpatient, outpatient, and medication assisted treatment for drug and alcohol addiction: as well as individual/group counseling, case management, prevention/intervention, urine drug screening, drug and alcohol crisis management and gambling screenings.

Gallia-Jackson-Meigs Board of Alcohol Drug Addiction & Mental Health Services

53 Shawnee Lane

Gallipolis, OH 45631

740-446-3022

FACTS/New Alternatives (Outpatient)

Jackson County
1 Acy Avenue, Suite A
Jackson, OH 45640
740-286-1589

Prestera Center for Mental Health Services, Inc.

715 Main Street
Point Pleasant, WV 25550
304-675-2361

Woodland Centers, Inc.

3086 St. Rt. 160	500 Burlington Road, Suite 240
Gallipolis, OH 45631	Jackson, OH 45640
740-446-5500	740-286-5075

112 East Memorial Drive	320 W. Main Street
Pomeroy, OH 45679	McArthur, OH 45651
740-992-2192	740-596-2542

Our Lady of Bellefonte (Inpatient for Adults)

1000 Saint Christopher Drive
P. O. Box 789
Ashland, KY 41101
606-833-3333

Bassett House (Inpatient for Adolescents)

Box 724
Athens, OH 45701
740-594-8108

Rural Women's (Inpatient for Women)

Box 724
Athens, OH 45701
866-594-6510

Hopewell Health Centers - 24-Hour Crisis Line: 888-475-8484

502 McCarty Lane, Unit #5	313 W. Main Street
Jackson, OH 45640	McArthur, OH 45651
740-286-5245	740-596-4809

MESSAGING CAMPAIGNS

- “It’s On Us” - <http://itsonus.org>
The White House has launched a campaign entitled “It’s On Us”. The campaign takes a proactive response towards sexual assault prevention by engaging young men to join the fight against sexual assault. The hope is to change the dialogue and move it away from our society’s culture of victim blaming. The campaign has also recruited a number of celebrities to attempt to gain greater popular appeal.
- 1 is 2 many - <https://www.whitehouse.gov/1is2many>
1 is 2 many is another campaign that’s been put forward by the White House. Similarly to the “It’s on us” campaign, the 1 is 2 many initiative includes celebrity-filled campaign videos to promote the message that no amount of level of sexual assault is acceptable. This campaign also asks men to be directly involved in the dialogue.
- The Red Flag Campaign- <http://www.theredflagcampaign.org/>
The Red Flag campaign started from a Virginia based initiative to create a state-wide educational campaign about sexual assault. The campaign was initially directed towards targeting college campuses in the commonwealth of Virginia. Through the years, the campaign has continued to pick up awards and recognition for its work as well as expanding to college campuses outside of Virginia.
- No More – <http://www.nomore.org>
NO MORE is a unifying symbol and campaign to raise public awareness and engage bystanders around ending domestic violence and sexual assault.

Additional Resources

- <http://www.npr.org/blogs/thetwo-way/2014/09/19/349878599/white-house-announces-campaign-against-campus-sexual-assault>. White House Announces Campaign Against Campus Sexual Assault
- <http://www.wired.com/2014/09/white-houses-smart-branding-campaign-sexual-assault/>. White House Announces Campaign Against Campus Sexual Assault

RECOVERY RESOURCES

General Recovery Resources

- Know Your IX: <http://knowyourix.org/dealing-with/> - Founded in 2013, Know Your IX is a survivor- and youth-led organization that aims to empower students to end sexual and dating violence in their schools.
- Substance Abuse and Mental Health Services Administration: <http://store.samhsa.gov/product/Tips-for-College-Students-After-a-Disaster-or-Other-Trauma/SMA13-4777>. The Substance Abuse and Mental Health Services Administration (SAMHSA) is the agency within the U.S. Department of Health and Human Services that leads public health efforts to advance the behavioral health of the nation. SAMHSA's mission is to reduce the impact of substance abuse and mental illness on America's communities.
- Center for Disease Control and Prevent – Consequences of Sexual Violence: <http://www.cdc.gov/violenceprevention/sexualviolence/consequences.html>
- Students Active for Ending Rape: <http://www.safercampus.org/>. We are a nonprofit organization that is devoted to empowering college students by providing them with the resources they need to build successful grassroots campaigns.
- Take Back the Night: <http://www.takebackthenight.org/>. Our mission as a charitable 501(c)3 Foundation is to create safe communities and respectful relationships through awareness events and initiatives. We seek to end sexual assault, domestic violence, dating violence, sexual abuse, and all other forms of sexual violence.

Rape Crisis Centers and Domestic Violence Programs

- Domestic Violence Programs in Ohio: <http://www.odvn.org/survivor/shelter.html>, ODVN's purpose is to support and strengthen Ohio's response to domestic violence through training, public awareness and technical assistance and to promote social change through the implementation of public policy.

Victim-Defined Advocacy Resources

- Building Comprehensive Solutions to Domestic Violence, a project of the National Resource Center on Domestic Violence www.bcsdv.org. BCSDV provides a victim-defined framework for creating solutions to domestic violence. We offer analysis, information and tools. We work in partnership with victims and with advocates.