



ADULT EDUCATION ANNUAL SECURITY REPORT 2018

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INTRODUCTION

The information and statistics contained in this publication are being presented in compliance with the Jeanne Clery Act. Pioneer Career and Technology Center (PCTC) 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 crime statistics reflect incidents that occurred on PCTC campus or on public property adjacent to the campus. Pioneer Career and Technology Center does not provide residential dormitories or facilities for on campus student housing. The Adult Education Career/Technical Supervisor has the primary responsibility for categorizing, disseminating and publishing crime statistics collected on campus and includes statistics obtained from local law enforcement.

The Clery Act requires post-secondary institutions that participate in Title IV programs to comply with certain campus-safety and security-related requirements. You can read the full text of the bill in the Federal Register/Vol. 79, No 202 and a synopsis of the requirements is available through the Clery Center for Security on Campus at www.clerycenter.org.

If you have questions about any of the information contained within this report, please contact the Adult Education Business Office, 419-342-1100.

IMPORTANT NUMBERS

EMERGENCY – POLICE, FIRE	911
RICHLAND COUNTY SHERIFF	419-774-5881
PIONEER CAREER & TECHNOLOGY CENTER ADULT EDUCATION OFFICE	419-342-1100
RICHLAND COUNTY SOCIAL SERVICES	419-774-5400

JEANNE CLERY ACT DISCLOSURES

The safety of students, staff and visitors is an important concern of PCTC. This report is intended to raise your awareness and provide you with information to protect your safety and well-being.

In compliance with Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics (Clery Act), PCTC prepares this Annual Security report. Institutions participating in federal student financial aid must present to current and future students and employees crime statistics in three general categories:

- *Criminal offenses*: Criminal homicide, including a) murder and non-negligent manslaughter, and b) negligent manslaughter; sex offenses, including a) forcible and b) non-forcible; robbery; aggravated assault; burglary; motor vehicle theft; and arson.
- *Hate crimes*: any of the abovementioned offenses, and any incidences of larceny-theft, simple assault, intimidation or destruction/damage/vandalism of property that were motivated by bias (where the victim is intentionally selected based on his or her actual or perceived race, gender, religion, sexual orientation, ethnicity, disability, national origin, gender identify).
- *Arrest and referrals for disciplinary actions for weapons*: carrying, possessing, etc., drug abuse violations and liquor law violations.

DEFINITIONS OF OFFENSES

The definitions of the following offenses are from the U.S. Department of Education's Handbook of Campus Safety and Security Reporting.

Murder/non-negligent manslaughter – the willful (non-negligent) killing of one human being by another student, staff or faculty.

Negligent manslaughter – the unjustifiable, inexcusable, and intentional killing of a human being without deliberation, premeditation, and malice. The unlawful killing of a human being without any deliberation, which may be involuntary, in the commission of a lawful act without due caution and circumspection.

Sex offenses (forcible) – the act of forcible sexual intercourse with any person including rape and sodomy.

Rape – 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.

Fondling – the touching of 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 or physical incapacity.

Sex offenses (non-forcible) – non-forcible sex offenses include sexual conduct with individuals that the law assumes are not capable of giving consent to sexual acts.

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 of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Aggravated assault – an unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or 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.

Burglary – the unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Motor vehicle theft – the theft of a motor vehicle.

Arson – the malicious burning or exploding of the dwelling house of another, or the burning of a building within the curtilage, the immediate surrounding space, of the dwelling of another.

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.

Larceny/theft – the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (Note: Constructive possession is defined by Black's Law Dictionary, 6th ed. As "where one does not have physical custody or possession, but is in a position to exercise dominion or control over a thing").

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, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Domestic violence – felony or misdemeanor crime of violence committed by: 1) a current or former spouse or intimate partner of the victim; 2) a person with whom the victim shares a child in common; 3) a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; 4) 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; or 5) any other person against an adult or youth 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.

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.

Stalking – engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his/her safety or the safety of others, or suffer substantial emotional distress.

Weapons (carrying, possessing, etc) – 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.

Drug abuse violations – 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 laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

Unfounded crimes – a reported Clery Act crime, reported to have occurred on Clery Act geography, thoroughly investigated by sworn or commissioned law enforcement personnel, and found through investigation to be false or baseless, meaning that the crime did not occur and was never attempted.

HATE CRIMES

Hate crimes are where the victim is intentionally selected based on his or her actual or perceived race, gender, religion, sexual orientation, ethnicity, disability, national origin, and gender identity. Pioneer Career and Technology Center must report any of the above listed crimes where bias is a motivating factor.

CRIME STATISTICS 2014-2016

Pioneer Career and Technology Center works in conjunction with Shelby Ohio Police Department to compile these crime statistics.

The geographic area covered in the below statistics include Pioneer Career and Technology Center campus at 27 Ryan Rd, Shelby, OH and property area adjacent to the campus which includes the following roads: Curtis Dr. east of our property, Allison Dr. west of our property, and Republic Ave, Martin Rd, Goodyear Rd, Goodrich Rd, Firestone Rd, Waco Dr., Consolidated Dr. and Sikorski Dr. all south of our property.

Criminal offenses on campus	2017	2016	2015
Murder/non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses, forcible	0	0	0
Sex offenses, non-forcible	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Criminal offenses off campus	2017	2016	2015
<i>Public property boundaries of Curtis Drive and Industrial Complex</i>			
Murder/non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex offenses, forcible	0	0	0
Sex offenses, non-forcible	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate crimes on campus: 2017	Category of bias for crimes reported in 2017						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ nat'l origin
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate crimes on campus: 2016	Category of bias for crimes reported in 2016						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ nat'l origin
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate crimes on campus: 2015	Category of bias for crimes reported in 2015						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ nat'l origin
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate crimes off campus: 2017 (<i>Public property boundaries of Curtis Drive and Industrial Complex</i>)	Category of bias for crimes reported in 2017						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ nat'l origin
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate crimes off campus: 2016 (<i>Public property boundaries of Curtis Drive and Industrial Complex</i>)	Category of bias for crimes reported in 2016						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ nat'l origin
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

Hate crimes off campus: 2015 (<i>Public property boundaries of Curtis Drive and Industrial Complex</i>)	Category of bias for crimes reported in 2015						
	Total	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity/ nat'l origin
Murder/non-negligent Manslaughter	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0

VAWA offenses on campus	2017	2016	2015
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

VAWA offenses off campus <i>(Public property boundaries of Curtis Drive and Industrial Complex)</i>	2017	2016	2015
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

Arrests on campus	2017	2016	2015
Weapons: carrying, possessing, etc	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Arrests off campus <i>(Public property boundaries of Curtis Drive and Industrial Complex)</i>	2017	2016	2015
Weapons: carrying, possessing, etc	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Disciplinary actions on campus	2017	2016	2015
Weapons: carrying, possessing, etc	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Disciplinary actions off campus <i>(Public property boundaries of Curtis Drive and Industrial Complex)</i>	2017	2016	2015
Weapons: carrying, possessing, etc	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

REPORTING A CRIME

All crime victims and witnesses are strongly encouraged to report any criminal activity to your instructor or the evening Adult Education Staff member (419-342-1100) who will notify the Adult Education Supervisor. Crime victims can report crimes to local law enforcement (the Shelby Police department) on a voluntary basis. Instructors and/or students should dial 911 immediately for emergencies only.

Local law enforcement will conduct the appropriate investigation and file the necessary reports.

Pioneer Career and Technology Center maintains an excellent relationship with the City of Shelby Police department and assistance is provided in a prompt and professional manner when requested.

BASIC CRIME PREVENTION STEPS

Effective crime prevention begins with personal involvement and responsibility. Become familiar with your surroundings and review the policies in place to ensure your safety. Following is a list of DOs and DON'Ts to consider to help you protect your personal property, school property and yourself. DO lock your car at all times; DO report all crimes to the Adult Education Office as soon as possible; DO notify Adult Education Office or faculty member when an unauthorized or suspicious person is observed inside or around the building; DON'T leave valuables in plain sight in your vehicle; DON'T leave handbags, book bags, wallets, cash or checks unattended in your classroom or lab. Crime prevention is everyone's responsibility and we all need to work together to maintain a safe campus environment.

ACCESS TO FACILITY

Exterior entrance doors are locked at 8:30 am with only The Administrative Center and Board Office entrances open for public access. All exterior doors are to remain secured and closed in the locked position. Entrance doors are locked at 7:30 pm. After 3:00 pm visitors are monitored by the Adult Education office. Minor children of students are not permitted on campus during scheduled classes; childcare is the responsibility of the student. Normal business hours for the Adult Education office are:

Monday thru Thursday	7:30 am to 8:00 pm
Friday	7:30 am to 3:30 pm

Summer hours (mid-June to mid-August)	
Monday thru Thursday	7:30 am to 4:30 pm

Christmas and Spring Break – limited office hours as posted.

FIRE AND TORNADO DRILLS

Periodic fire drills will be conducted. Directions are posted in each room and lab. Students will walk to the nearest exit and proceed from there as directed by the instructor. If the exit is blocked, the nearest alternate route should be taken. Tornado drills will be indicated by a different alert from fire drills. Students are to follow directions given by their instructors and proceed to the designated area of safety.

FIRE PROCEDURE

Any student or staff member discovering fire or smoke in the building will activate the fire alarm, and report the fire to the Adult Education office, or call 9-1-1 if conditions require and/or injured are in need of medical assistance. Staff, students and visitors will immediately evacuate the building using prescribed routes or alternate to the designated assembly areas. Fire evacuation routes are posted in every classroom, lab and office area. No one may re-enter the building until it is declared safe by the fire department.

TORNADO/SEVERE WEATHER PROCEDURE

When Severe Weather/Tornado warning has been issued for the schools location or a tornado has been spotted near school take shelter according to the following plan:

1. Students and staff will be advised of the alert by public address system.
2. Direct students and staff to immediately move to interior safe areas, closing classroom doors after exiting.
3. Ensure that students are in DROP, COVER and HOLD positions until danger passes.
4. Direct students and staff outside to REVERSE EVACUATE into the building.
5. Remain in safe area until warning expires or until emergency personnel have issued an All-Clear.

School may be cancelled for hazardous weather and emergencies. **Adult classes will be cancelled when the high school is cancelled.** Notice of school closing and cancellations are announced on the following radio stations and affiliates:

Ashland County –WNCO, Crawford County – WBCO/WQEL, Know County – WMVO, WQIQ, Richland County – WMFD/WMFD TV 68, WMAN, WSWR, WYHT, WVNO, WRGM

Notice of school closings and cancellations are also listed on Pioneer's website www.pctc.k12.oh.us.

BOMB THREAT

In the unlikely event that a bomb threat is received it is critical that whoever takes the call remains calm, follows the procedures described below and gathers as much information as possible from the caller.

- If a student takes the call immediately refer it to the Adult Education Office (#42300).
- What to do during the call:
 - Note the time of the call
 - Remain calm and attempt to prolong the conversation
 - Complete the Bomb Threat Checklist in the Emergency Management Plans Book
 - It is especially important to find the location of the bomb and time it is set to explode.
 - DO NOT USE CELL PHONES OR TWO-WAY RADIOS.

IF BUILDING IS EVACUATED:

- Announce over the PA that we are evacuating the building.
- Call 911 and report the situation
- Instructors are responsible to ensure all students have been evacuated and must remain at least 100 feet from the building until further notice. No one should leave school grounds unless released by school administration

HAZARDOUS MATERIAL LEAK OR SPILL

Pioneer Career and Technology Center’s policy is to minimize health and safety risks to students, staff and visitors should a hazardous material emergency occur.

- A. In the event the school is notified of a hazard outside the building, the school will follow the directions of the agency who notified the school.
- B. In the event the incident occurs inside the building the following procedures shall be instituted:
 1. Move all students/staff from the immediate area.
 2. Call the Adult Education Office (ext. 42300) to report the incident.
 3. The Adult Education Secretary will contact the Adult Education Supervisor.
 4. The Adult Education Supervisor will confer with the Instructor to determine if 911 should be called. The Instructor needs to identify the material and amount, referencing the MSDS sheets. Depending on the severity of the situation the building may be evacuated.

FIREARMS, KNIVES, AND OTHER DANGEROUS WEAPONS

A student shall not possess, handle, transmit, or conceal any object or dangerous chemicals or sprays which could cause damage to any person or the property of the Pioneer Board of Education, any of its employees, or any student or person on the school premises or other school property including student vehicles. This shall include pocket knives and box cutters. The same is true during any official school-organized and sponsored activity that takes place off the school grounds. Unauthorized use of fire is also prohibited. Section 2923.122 of the ORC makes it a felony for any person to knowingly convey, attempt to convey, or possess any deadly weapon or dangerous ordinance unto or on any property owned by or controlled by, or to any activity held under auspices of a school. A knife with a blade more than 2 ½ inches in length is considered a weapon. A valid license does not authorize the licensee to carry a weapon onto these premises. **Violators will be prosecuted!**

ILLNESS AND MEDICAL CARE

Illness and injuries of students during school hours are to be reported immediately to instructors. Instructor must make a judgment as to the extent of the injury and notify the Adult Education office. Medical attention will be determined by the student, instructor, and/or coordinator on duty. Should an illness or injury occur that is outside the capabilities of the staff, the Shelby Emergency Squad will be called (dial 911). Students who are too ill to remain in school are to check out at the Adult Education Welcome Center. Students are required to complete an "Emergency Medical Authorization" form within 2 days of enrollment. This form provides information including whom to call in case of an emergency and is kept in each student's file. Without this information, the school can take no action in case of a medical emergency. **It is the student's responsibility to update the Emergency Medical Form as necessary during their training period.**

ALCOHOL AND DRUG POLICY

The Board of Education recognizes that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole school community.

For purposes of this policy, "drugs" shall mean:

- all dangerous controlled substances as so designated and prohibited by Ohio statute;
- all chemicals which release toxic vapors;
- all alcoholic beverages
- any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
- anabolic steroids;
- any substance that is a "look-alike" to any of the above.

The Board prohibits the use, possession, concealment, or distribution of any drug or any drug-related paraphernalia as the term is defined by law, on Pioneer Career and Technology Center school grounds, in school vehicles, or at any school-sponsored event.

Information on drug and alcohol abuse programs offered in Richland County can be found on the following website: <http://richlandmentalhealth.com/service-provider-agencies>

USE OF TOBACCO ON SCHOOL PREMISES

The Board of Education is committed to providing students, staff, and visitors with a tobacco and smoke-free environment. The negative health effects of tobacco use for both users and nonusers, particularly in connection with second hand smoke, are well established. Further, providing a non-smoking and tobacco-free environment is consistent with the responsibilities of teachers and staff to be positive role models for our students.

For purposes of this policy, "use of tobacco" means to chew or maintain any substance containing tobacco, including smokeless tobacco, in the mouth to derive the effects of tobacco, as well as all uses of tobacco, including cigars, cigarettes, pipe tobacco, chewing tobacco, snuff, any other matter or

substances that contain tobacco, in addition to papers used to roll cigarettes and/or the smoking of electronic, "vapor," or other substitute forms of cigarettes, clove cigarettes and any other lighted smoking devices for burning tobacco or any other substance.

In order to protect students and staff who choose not to use tobacco from an environment noxious to them, and because the Board does not condone smoking and/or the use of tobacco, the Board prohibits the use of tobacco or tobacco substitute products within any enclosed facility owned or leased or contracted for by the Board, and in the areas directly or indirectly under the control of the Board immediately adjacent to locations of ingress or egress to such facilities. This prohibition extends to any board-owned and/or operated vehicles used to transport students and to all other Board-owned and/or operated vehicles. Such prohibition also applies to school grounds and/or at any school-related event.

SEXUAL VIOLENCE

The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, "Protected Classes") in its education programs and activities. The Board is committed to maintaining an education and work environment that is free from all forms of unlawful harassment, including sexual harassment.

Sexual harassment, including sexual violence, interferes with students' rights to receive an education free from discrimination, and, in the case of sexual violence, is a crime. Pursuant to its Title IX obligations, the Board is committed to eliminating sexual violence in all forms and will take appropriate action against any individual found responsible for violating this policy. To further its commitment against sexual violence, the Board provides reporting options, an investigative and disciplinary process, and other related services as appropriate.

This policy applies to all student complaints, whether filed by a student, his/her parent, an employee, or third party on the student's behalf. It applies to all District operations, programs, and activities, as well as to unlawful conduct occurring on school property or during a Board-sponsored activity. All students, administrators, teachers, staff, and all other school personnel share responsibility for avoiding, discouraging, and reporting any form of unlawful harassment.

Definitions:

Sexual Harassment - Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal or physical conduct of a sexual nature. Sexual harassment may involve the behavior of a person of either gender against a person of the same or opposite gender.

Sexual Violence - Sexual violence, as used in this policy, refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the student's age, intellectual or other disability, or use of drugs or alcohol).

Sexual violence includes rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. Sexual violence can be carried out by school employees, other students, or third parties. All such acts of sexual violence are forms of sexual harassment and, in turn, sex discrimination prohibited by Title IX.

Harassing conduct creates a hostile environment when it interferes with or limits a student's ability to participate in or benefit from the school's program. A single or isolated incident of sexual harassment may create a hostile environment if the incident is sufficiently severe. For example, a single instance of rape is sufficiently severe to create a hostile environment.

Anti-Harassment Compliance Officers

The Board designates the following individuals to serve as "Anti-Harassment Compliance Officers" for the District. They are hereinafter referred to as the "Compliance Officers."

Shannon Sprang
Academic Supervisor
27 Ryan Road, Shelby, OH 44875
419/347-7744, ext. 42252
Sprang.shannonl@pctc.k12.oh.us

Kris Kowalski
Director Of Operations
27 Ryan Road, Shelby, OH 44875
419/347-7744 ext. 42202
kowalski.kris@pctc.k12.oh.us

The names, titles, and contact information of these individuals will be published annually in the student, parent, and staff handbooks, in the School District Annual Report to the public, and on the School District's web site.

The Compliance Officers are available during regular school/work hours to discuss Title IX questions, sexual violence concerns, and to assist students, other members of the School District community, and third parties. Compliance Officers shall accept sexual violence complaints directly from any members of the School District community or a visitor to the District, as well as those initially filed within a school building administrator. Upon receiving a complaint, the Compliance Officer or designee will discuss confidentiality issues with the complainant (and his/her parent, if the complainant is a minor), and open an investigation.

Information regarding registered sex offenders in the vicinity of Pioneer Career and Technology Center for Adult Education.

A list of all registered sex offenders in the vicinity of Pioneer Career and Technology Center may be accessed through the following link:

<http://www.icrimewatch.net/index.php?AgencyID=55157>

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