

**SALINE COUNTY CAREER CENTER
MARSHALL, MISSOURI
2017-18 School Year**

ADMINISTRATIVE INFORMATION AND POLICIES

CAMPUS SECURITY REFERENCE:

JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND CAMPUS CRIME STATISTICS ACT.

Under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Saline County Career Center is required to provide students and employees with certain statistics on campus crimes. This annual crime report is available to all student/employee.

1. **CURRENT CAMPUS POLICY REGARDING PROCEDURES AND FACILITIES FOR STUDENTS AND OTHERS TO REPORT CRIMINAL ACTIONS OR OTHER EMERGENCIES OCCURRING ON CAMPUS AND POLICIES CONCERNING THE INSTITUTION'S RESPONSE TO SUCH REPORTS.**

Due to it's size, Saline County Career Center does not have a separate security department. The Marshall School District employs a security office which is available when needed. Any breach of security on campus is to be reported to the SCCC office immediately. If our school security officer is on duty he will be called to investigate. If needed the local Police's Department or Sheriff's Department will be called to investigate any criminal action on campus.

Marshall Police Department – 660-886-7411
Saline County Sheriff Department – 660-886-5511

2. **SECURITY AND ACCESS TO CAMPUS FACILITIES.**

When this facility is open there is staff available to assist any student should a breach of security occur. At no time will students be left on campus without a staff member present. The front doors of the building are kept locked during the day. There is a security camera and intercom system in place for visitors to access the office and be allowed into the building. All visitors are to report to the Saline County Career Center's office. Staff is made aware through the school secretaries of visitors entering the classrooms. Saline County Career Center is equipped with security cameras that can be reviewed for up to 2 weeks if an incident does occur. To help assist with security in the evenings the Saline County Career Center's campus is equipped with lights in the parking lot, around building and entrances.

3. **CURRENT POLICIES WHICH ENCOURAGE ACCURATE AND PROMPT REPORTING OF ALL CRIMES TO THE APPROPRIATE POLICE AGENCIES.**

The administration of this school has a close working relationship with local law enforcement. All investigations of a criminal nature are reported to the proper enforcement office.

4. **CAMPUS SECURITY PROCEDURE FOR INFORMING STUDENT AND EMPLOYEES ABOUT CAMPUS SECURITY PROCEDURES AND PRACTICES.**

All students will be given instructions regarding campus security during their financial aid orientation. All students are responsible for their security and security to others is encouraged. Students should always lock valuables in a safe place. Vehicles should also be kept locked while a student is on campus.

5. **STATISTICS CONCERNING THE OCCURRENCE ON CAMPUS FOR THE PREVIOUS FOUR CALENDAR YEARS OF THE FOLLOWING CRIMINAL OFFENSES REPORTED TO THE ADMINISTRATION.**

	2014	2015	2016	2017
Murder	0	0	0	0
Negligent Manslaughter	0	0	0	0
Forcible or Nonforcible Sex Offenses	0	0	0	0
Sex Crimes (Rape, Fondling, Incest, Statutory rape)	0	0	0	0
Robbery	0	0	0	0
Aggravated assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Crimes showing evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity, or disability	0	0	0	0

6. **STATISTICS CONCERNING THE OCCURRENCE ON CAMPUS FOR THE PREVIOUS FOUR CALENDAR YEARS OF THE FOLLOWING HATE CRIMES REPORTED TO THE ADMINISTRATION.**

	2014	2015	2016	2017
Murder/Non-negligent manslaughter	0	0	0	0
Forcible or Non-forcible Sex Offenses	0	0	0	0
Robbery	0	0	0	0
Aggravated assault	0	0	0	0
Burglary	0	0	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0
Simple Assault	0	0	0	0
Larceny-theft	0	0	0	0
Intimidation	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0

7. **STATISTICS CONCERNING THE NUMBER OF ARRESTS FOR THE FOLLOWING CRIMES OCCURRING ON CAMPUS FOR THE PREVIOUS FOUR CALENDAR YEARS.**

	2014	2015	2016	2017
Weapon Violations	0	0	0	0
Drug Abuse Violations	0	0	1	0
Liquor Law Violations	0	0	0	0

Visit www.ope.ed.gov/security/search.asp to review additional statistics for the Saline County Career Center.

8. **STATISTICS CONCERNING THE NUMBER OF DISCIPLINARY ACTIONS FOR THE FOLLOWING CRIMES OCCURRING ON CAMPUS FOR THE PREVIOUS FIVE CALENDAR YEARS.**

	2014	2015	2016	2017
Weapons: carry, possessing, etc	0	0	0	0
Drug Abuse Violations	0	0	0	0
Liquor Law Violations	0	0	0	0

9. **CAMPUS SECURITY POLICY REGARDING THE POSSESSION, USE AND SALE OF ALCOHOLIC BEVERAGES AND ENFORCEMENT OF STATE UNDERAGE DRINKING LAWS AND THE USE AND SALE OF ILLEGAL DRUGS.**

All areas of the campus will be monitored for possession and use of alcoholic beverages on campus. All violations concerning campus policies will be reported to the local police agency and to the proper administrative personnel.

All violations concerning the possession or usage of illegal drugs will be reported to the local police agency and to the proper administrative personnel.

All policies issued by the Campus Director will be enforced and all violations will be reported to him. Any campus policies which are violated and result in criminal violations will then be reported to the local law enforcement agency as well as Campus Administration.

10. **CAMPUS SECURITY POLICY REGARDING RAPE, ACQUAINTANCE RAPE, OTHER SEX OFFENSES (FORCIBLE OR NONFORCIBLE).**

Should a sex offense occur on campus victims are urged to seek immediate assistance from the emergency room at Fitzgibbon Hospital and preserve any evidence which might be needed for criminal prosecution. Any assaults should be reported to the Campus Director, he will then call in the local law enforcement to pursue the investigation at the student's request. Referral to community counseling resources will be made as requested.

The accuser and the accused are entitled to the same opportunities to discuss disciplinary procedures according to policies established by the Marshall Board of Education. Both shall be informed of the outcome of any campus disciplinary proceeding brought alleging a sexual assault.

Students can notify the Rape Crisis Hotline - 1-202-333-RAPE regarding counseling for victims of sexual assault:

11. **STATISTICS CONCERNING THE NUMBER OF ARRESTS SEX OFFENSES (FORCIBLE OR NONFORCIBLE).**

	2014	2015	2016	2017
Sexual Assault, Forcible	0	0	0	0
Sexual Assault, Non-forcible	0	0	0	0

12. **CAMPUS SECURITY POLICY REGARDING VIOLENCE AGAINST WOMEN ON CAMPUS**

SCCC publishes a VAWA Brochure covering information on sexual violence & exploitation. It includes reporting and resources available to students and SCCC’s commitment to a safe and supportive community.

Should a dating or domestic violence incident occur on campus, victims should report it to the Campus Director and/or Title IX Coordinator. The Director, Title IX Coordinator or district security office, if needed, will call in the local law enforcement to pursue the investigation at the student’s request. Referral to community counseling resources will be made as requested.

In an event a situation arises, on or near our campus location, that constitutes a potential threat to the safety of the campus community or property, a campus-wide “timely warning” will be issued.

The accuser and the accused are entitled to the same opportunities to discuss disciplinary procedures according to policies established by the Marshall Board of Education. Both shall be informed in written of the outcome of any campus disciplinary proceeding brought alleging a domestic assault.

Awareness programs are provided to students as part of the Practical Nursing curriculum. Students are given, the Adult Financial Aid Handbook, PN Handbooks, VAWA Brochure and the Marshall High School Handbook which includes Saline County Career Center’s policies.

Saline County Career Center prohibits the crimes of dating violence, domestic violence, sexual assault and stalking. Individual who sexually harass either a student or a staff member may be subject to civil or criminal litigation or both, as well as discipline by the school district, including possible suspension or expulsion.

Students can notify the following agencies regarding counseling for victims of domestic violence:
 County Victim Advocate (660) 886-7778

13. **STATISTICS CONCERNING VIOLENCE AGAINST WOMEN ON CAMPUS.**

	2016	2017
Domestic Violence	0	0
Dating Violence	0	0
Stalking	0	0

14. **UNFOUNDED CRIMES:**

Unfounded crimes are reported crimes that occurred on campus and after being investigated by law enforcement authorizes were found to be false or baseless. If a crime is ruled unfounded they may be removed from our records.

	2016	2017
Unfounded Crimes	0	0

15. **COMPLETION**

**SALINE COUNTY CAREER CENTER
EMPLOYMENT AND GRADUATION STATISTICS
FULL-TIME ADULT STUDENT**

YEAR	Total Adults Enrolled	Adults Completing Program	% Completed Training	Employed Or Cont. Ed	% Employed	Employed/ School Related Field	% Employed/ School Related Field
2012	23	19	83%	19	100%	19	100%
2013	23	23	100%	23	100%	19	83%
2014	23	17	74%	17	100%	16	95%
2015	23	20	87%	19	95%	19	100%
2016	23	18	79%	18	100%	18	100%

Definition of Terms

Arson: 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.

Criminal Homicide: Manslaughter by Negligence: The killing of another person through gross negligence. Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Robbery: 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.

- **Firearm.** Include robberies in which any firearm is used as a weapon or employed as a means of force to threaten the victim or put the victim in fear. Attempts are included in this category
- **Knife or cutting instrument.** Include robberies in which a knife, broken bottle, razor, ice pick or other cutting or stabbing instrument is employed as a weapon or as a means of force to threaten the victim or put the victim in fear. Attempts are included in this category.
- **Other dangerous weapons.** Include robberies in which a club, acid, explosive, brass knuckles, Mace, pepper spray, or other dangerous weapon is employed or its use is threatened. Attempts are included in this category.
- **Strong-arm -- hands, fists, feet, etc.** Include muggings and similar offenses in which only personal weapons such as hands, arms, feet, fists and teeth are employed or their use is threatened to deprive the victim of possessions.

Aggravated Assault: 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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned; including joyriding.)

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzadrine).

Liquor Law Violations: The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Sex Offenses-Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

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

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

Domestic Violence: Felony or misdemeanor crimes of violence committed by a current or former spouse 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction or 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.

Dating Violence: Violence committed by a person – A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and B) where the existence of such a relationship shall be determined based on a consideration of the following factors: i) the length of the relationship, ii) the type of relationship, iii) the frequency of interaction between the persons involved in the relationship.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to – A) fear for his or her safety or the safety of others; or B) suffer substantial emotional distress.

The following crimes are reported in the Annual Safety Report if committed with bias that would qualify as a Hate Crime.

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.")

- **Pocket-picking:** The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft.
- **Purse-snatching:** The grabbing or snatching of a purse, handbag, etc. from the physical possession of another person. Shoplifting: The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.
- **Theft From Building:** A theft from within a building which is either open to the general public or where the offender has legal access.
- **Theft From Coin Operated Machine or Device:** A theft from a machine or device which is operated or activated by the use of coins. vehicle, whether locked or unlocked.
- **Theft of Motor Vehicle Parts or Accessories:** The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.

All Other Larceny: All thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.

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

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

Destruction/Damage/Vandalism of Property (Except "Arson"): 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.

Hate Crimes

(If any of the aforementioned offenses are committed based on the following categories of bias, they will be considered Hate Crimes.)

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.

Gender: A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

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.

Sexual Orientation: A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

Ethnicity/national origin: A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.

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

Gender Identity: A preformed negative opinion or attitude toward a person's private sense, and subjective experience, of their own gender.