

GREAT PLAINS

Technology Center

4500 West Lee Boulevard
2001 East Gladstone

Lawton, Oklahoma, 73505
Frederick, Oklahoma 73542

www.greatplains.edu
www.greatplains.edu

ANNUAL SECURITY REPORT (ASR)

**DISCLOSURE REQUIREMENTS OF CRIME AWARENESS AND CAMPUS SECURITY ACT OF 1990
SENATE BILL 580 (CLEARY BILL) P.L. 101-542**

FOR THE CALENDAR YEAR 2018

REPORT DATE: SEPTEMBER 2019

COMANCHE COUNTY CAMPUS – LAWTON, OKLAHOMA
TILLMAN-KIOWA CAMPUS – FREDERICK, OKLAHOMA

MISSION

Our mission is to prepare individuals for success in work and life, serving as driving force for economic development in Southwest Oklahoma.

DISCLOSURE REQUIREMENTS

In an effort to insure patron and student safety and security, Great Plains Technology Center (GPTC) has policies in place for campus security, crime reporting and prevention; and drug/alcohol use prevention. We are proud of the record we have attained. According to public law requirements, we hereby disclose information regarding crime on our campuses.

Great Plains Technology Center does not discriminate on the basis of race, color, national origin, sex, gender, age, or disability in admission to its programs, services, or activities; in access to them, in treatment of individuals or in any aspect of their operations. Great Plains Technology Center also does not discriminate in its hiring or employment practices.

1. Purpose of Report:

This report is prepared to inform students, potential students, and the community at large regarding crimes committed on campus, security of the campus, and the designated policies covering crime. The report is prepared using information from local law enforcement agencies and internal security logs.

Great Plains Technology Center has no residence halls, off-campus locations, or areas other than not on the self-contained campus locations.

2. The GPTC Board of Education shall endeavor to provide a crime free campus environment for all employees and students.

Consistent with this effort, policies and procedures are in place, reviewed annually, and revised when necessary. Information is conveyed to students and staff through the *Student Handbook* and the *Policies and Procedures* manual. Additional, specific procedural information is distributed to staff and faculty in the *Emergency Management Guide* (EMG).

3. Procedures for students and others to report criminal actions or other emergencies occurring on campus.

All students, both adult and secondary, during their orientation shall be informed and advised to report any criminal acts or activities of a suspicious nature to their teacher and/or administrator. All staff members have been designated as Campus Security Authorities (CSA's) and have been informed of their duties in conjunction with this designation. (*Policies and Procedures*, p. 109).

The Board of Education of Great Plains Technology Center shall endeavor to provide a crime-free campus environment for all employees and students. Consistent with this effort, all students are required to report any criminal activities or actions of a suspicious nature to the Campus Director/Principal, and/or his/her designee who shall be designated as Head of Security for each respective campus. Students may also report such activities to their teachers to an Administrator. Upon investigation by the Campus Director/Principal and/or his/her designee, local law enforcement officials shall be notified if deemed necessary by the Campus Director/Principal. (*Student Handbook*, page 45)

A. Timely Warning Policy

- a. A warning will be issued in the case of campus emergency, inclement weather, or ongoing occurrences of campus of criminal activity or other risk to student safety or property.
- b. The Director of Marketing and Communication assists with planning of emergency response, notification and evaluation (*Policies and Procedures*, p. 37).
- c. Great Plains Technology Center will broadcast updates (recorded School Messenger messages) to telephones of full-time high school and/or full-time adult students in the case of emergency. The messages will address:
 - i) What has happened
 - ii) Current student status
 - iii) Who is assisting with efforts (law enforcement, fire officials, etc.)
 - iv) Immediate plans for the future
 - v) Follow up phone calls may be made, if the situation warrants
 - vi) School Messenger will broadcast voice notification only to those students and/or parents who have completed a "Contact Information Consent" form and filed it with GPTC. (*EMG*, p. 11).

B. Policy for annual disclosure of crime statistics

The Campus Director/Principal and/or his/her designee shall update information on listed crimes annually. Updates reports shall be available by September 1 of each year to include reports of crimes for the most recent calendar year and during the two preceding calendar years for which data is available.

The Annual Security Report will be available to enrolled students, current employees, potential students, and the general public through the Great Plains Technology Center Internet website (<http://www.greatplains.edu/about/security-report>). (*Policies and Procedures*, p. 110).

Crimes for which statistics are available are:

- i) Murder/Non- Negligent Manslaughter
- ii) Manslaughter by Negligence
- iii) Rape
- iv) Fondling
- v) Incest
- vi) Statutory Rape
- vii) Robbery
- viii) Aggravated Assault

- ix) Burglary
- x) Motor Vehicle Theft
- xi) Arson

Statistics for the following crimes for which arrests are made on campus are also available:

- i) Liquor law violations
- ii) Drug abuse violations
- iii) Weapons possessions

In addition, the number of above crimes that manifest evidence of prejudice based on race, religion, sexual orientation, or ethnicity as prescribed by the Hate Crimes Act will be reported.

Sex Offense Statistics shall include:

- i) Rape
- ii) Fondling
- iii) Incest
- iv) Statutory Rape

Violence Against Women (VAWA) Statistic will include:

- i) Domestic Violence
- ii) Dating Violence
- iii) Stalking

(*Policies and Procedures*, p. 110)

C. List of persons, titles, and contact information to whom students should report a crime.

Kirk Mullenix	Campus Director/Principal	(580) 250-5601
Karen Bailey	Deputy Superintendent	(580) 250-5526
Justin McNeil	SCORE Director	(580) 250-5620
James Bishop	Director of Instruction	(580) 250-5662
John Noel	Director of ACD	(580) 250-5661
Mike Newell	Director of Health and STEM Education	(580) 250-5589
Michael Ferguson	ACD Coordinator	(580) 250-5502
Linda Jamison	ACD Coordinator	(580) 250-5606
Ken McKee	Campus Director, Tillman-Kiowa Campus	(580) 335-5525

D. Voluntary, confidential disclosure

If a student wishes to report suspicious or criminal activities anonymously, he/she may call the Lawton Police Department Crime Stoppers at (580) 355-4636 or go online to www.lawtoncrimestoppers.com. (*Student Handbook*, page 45).

4. Facilities Security.

The Campus Director/Principal and/or his designee shall be responsible for security of the campus during daytime hours. The director of Adult Career Development and/or his designee shall be responsible for security during night and weekend hours. (*Policies and Procedures*, p 109)

A. Security and Access to Facilities

The facilities at Great Plains Technology Center are open to the students, faculty, staff, and the general public between the hours of 7:00 a.m. – 10:00 p.m., Monday through Thursday and 7:00 a.m. – 4:30 p.m. on Friday and Saturday. After this time, the campus will be closed to public access using barrier gates on all entrances and all buildings, classrooms, and shops will be locked. On limited occasions, the campus may be partially open to accommodate specialized training, but only in the area required for the training. Supervisory personnel will be present during those times to ensure safety of the students and property on the Great Plains Technology Center campuses.

B. Security considerations used in the maintenance of campus facilities

As Great Plains Technology Center Campuses, both in Frederick and Lawton, are remodeled or maintained, security measures are examined. Current security includes lighted parking lots and digital surveillance of campus areas. Campus wide surveillance has been installed to monitor areas and collect digital evidence.

5. Policy on Campus Law Enforcement.

For the reporting year ending December 31, 2016, Great Plains Technology Center did contract with off-duty Lawton Police Department personnel to assist with crime prevention. These security officers may investigate crimes and refer to the Lawton Police Department for arrest purposes. The Frederick campus does not employ security officers and relies on the Frederick Police Department for investigation and/or arrest, if necessary. No personnel on any campus can make an arrest and the designated security personnel will contact law enforcement to conduct criminal investigations or make arrests, if necessary.

- A.** The Campus Director/Principal is designated as head of security for the Lawton Campus and the Associate Superintendent is designated as head of security for the Frederick Campus. These persons, and or their designees shall maintain a working relationship with local law enforcement officials. (*Policies and Procedures*, p. 109).

The campus security personnel shall have the authority to enforce all the policies and procedures approved by the Board of Education. However, the authority to make arrests shall remain with local law enforcement agencies.

- B.** Students and employees are encouraged to make prompt and accurate reports of crimes to designated school officials. Designated school officials will take appropriate action on all reports and contact law enforcement agencies, when necessary and desired.
- C.** Great Plains Technology uses a Student Care Team comprised of Student Support Services Staff who will ensure the care and safety of all students on campus, except those who are in the medical treatment areas. The Student care team will be responsible for assisting with the psychological and emotional needs of the students and staff (*EMG*, p. 7)

6. Orientation and In-Service Procedures and Practices.

All students, both adult and secondary, during their orientation shall be informed and advised to report any criminal acts or activities of a suspicious nature to their teacher and/or administrator. All employees will be updated annually during employee in-service training about the prevention of crimes. Employees will also be updated annually regarding campus security and their responsibilities in this area. Teachers are required to encourage students to be responsible for their own security and safety as well as the security and safety of their fellow students. (*Policies and Procedures*, p. 109)

7. Encouraging Crime Prevention.

Administrators and employees of GPTC work closely with local and state law enforcement officials to educate both secondary and adult students on how to protect themselves and their property. This is accomplished through campus-wide assemblies, classroom orientation, and individual student and employee conferences. Campus-wide assemblies are held annually and orientation is conducted with each entering class. New employees complete a year-long orientation to all campus policies and procedures, including security.

8. Monitoring and recording criminal activities in which students engage at off-site locations of student organizations officially recognized by the institution.

Student organizations currently available at Great Plains Technology Center include:

- i) Business Professionals of America
- ii) Family Career and Community Leaders of America
- iii) Future Educators Association
- iv) Health Occupations Students of America
- v) Skills USA
- vi) Technology Students of America

(*Policies and Procedures*, pp. 77-78).

When student organizations go off campus or out of town for approved purposes, the following procedures are in place:

- i) Prior to the trip, all participants must attend a “briefing” meeting with the Activities Coordinator in attendance. The meeting will explain trip guidelines.
- ii) All school policies are in effect during the entire trip. No consumption of alcohol or drugs by secondary OR adult students, no smoking by secondary students, no smoking while in professional dress by adults, dress code enforced.
- iii) Entire delegation will stay at the same hotel. If special arrangements are needed, these must be made known to the Activities Coordinator before reservations are made – usually two months in advance.
(*Policies and Procedures*, pp. 78).

Students attending activities (whether away from school or on school property) will be subject to the provisions of the student code. (*Student Handbook*, Section 53.2, Page 57)

9. Possession, use, and sale of illegal drugs and enforcement of federal and state drug laws.

Great Plains Technology Center policies on use and sale of alcoholic beverages, illegal substances, and enforcement of local, federal and state laws are defined in the *Student Handbook*, Sections 3.0 – 3.4 (pages 28-29).

Alcohol/Drug/Mood-Altering substances shall include any alcohol or malt beverage, any and all drugs listed under state statute as a controlled substance, a chemical, abused substance or medication for which a prescription is required under the law and/or any substance which is intended to alter mood. The policies addresses possess of the substance, drug paraphernalia, distribution, and drug/alcohol induced medical emergencies.

Disciplinary actions for alcohol and drug offense policies are stated in the *Student Handbook*, Sections 3.0 - 3.3, pp. 28-29, as follows:

Section 3.2

Student distribution, use or possession, or being under the influence of alcoholic beverage, unlawful drugs, controlled substances, hallucinogens/inhalants or items that are purported to be unlawful drugs or control substances are those defined as illegal under the laws of the United States, State of Oklahoma, the City of Lawton, and the City of Frederick. Illegal conduct, such as possession, possession with intent to distribute, distribution, and possession of drug paraphernalia will be reported to the police. When any of the conduct described in this paragraph (3.2) occurs during school time, on school premises, or during school-sponsored activities, district action will be independent of police or court action and could result in suspension, expulsion, denial of privilege to drive any vehicle on school premises, or recommendations of outside treatment.

School personnel will immediately notify the appropriate administrator when they reasonably believe a student to be under the influence or in possess of alcohol, unlawful drugs, controlled substances, hallucinogens/inhalants, or drug paraphernalia. Thereupon, the Administrator will contact the parents or legal guardian. Circumstances may require the assistance of the law enforcement agencies.

The following disciplinary actions will apply, except in exceptional circumstances:

Section 3.3

Students who use, possess, or are under the influence of alcohol, unlawful drugs, controlled substances, and hallucinogens/inhalants or possess drug paraphernalia during school time, on school premises, or during school sponsored activities will be subject to immediate disciplinary actions.

A. First Offense

- (1) The appropriate Administrator will notify parents/guardians and request an immediate conference. Law enforcement agencies will be notified if student is in possession of alcohol, illegal substances, and/or drug paraphernalia.
- (2) The student is subject to expulsion for a minimum of the remaining semester and up to the next full semester. At the expulsion hearing, if student and parent/guardian agree to seek and complete professional treatment at a licensed treatment agency; a second formal hearing will be held to consider the disposition of the student's expulsion, if student and parent/guardian furnish proof of completing treatment at a licensed facility.

B. Second and Subsequent Offenses

- (1) The student will be expelled for the remainder of the current semester and the next full semester. The student and parents/legal guardians will be recommended to seek an assessment and/or treatment at a licensed treatment agency.

10. Drug or alcohol abuse education programs available to all students and employees.

EMPLOYEES DRUG AND ALCOHOL FREE WORKPLACE

In order to maintain a healthy educational and working environment, and to comply with the requirements of the Drug-Free Workplace Act of 1988 for purposes of receiving federal assistance, the board of education adopts the following policies and regulations.

- (1) Use, possession, dispensing, manufacture, sale, or distribution; or conspiring to sell, distribute, or possess; or being in the chain of sale or distribution; or being under the influence of a controlled substance, alcoholic beverage, or low-point beer (as defined by Oklahoma law, i.e., 3.2 beer) in any of the technology center's facilities, on technology center property (including vehicles) is prohibited. Violation of this prohibition shall result in disciplinary action, which may include dismissal or nonrenewal of employment. Violations which constitute criminal acts will be referred for prosecution.
- (2) Employees who are engaged in the performance of work under the terms of a federal grant must, as a condition of their employment, notify a technology center administrator in writing of any drug conviction (including a plea of nolo contendere) for a violation of a criminal drug statute which occurred at a technology center workplace within five calendar days after the conviction. The conviction shall result in dismissal or nonrenewal, or a requirement that the employee satisfactorily participate in a drug abuse assistance or rehabilitation program approved by a federal, state, or local health, law enforcement or other appropriate agency.
- (3) The conviction shall be reported in writing by the technology center's grant administrator to the relevant federal granting agency within 10 calendar days of the notification by the employee or other actual notice of the conviction.
- (4) This policy statement shall be included in the technology center's employee manual, and shall be distributed to all employees at the commencement of each school year.
- (5) The workplace in-service training period prior to the commencement of each school year shall include a review and discussion of the dangers of drug and alcohol abuse in the workplace, the technology center's policy for a drug and alcohol free workplace, the penalties for violating the policy, and available sources of information, counseling, rehabilitation, and re-entry programs regarding drug and alcohol use.

The Standards of Conduct for Employee Drug and Alcohol Free Workplace may be found on the TechHub at this location https://greatplainstechcenter.com/download/references/general_references/TestingEmployees.pdf .
(Policies and Procedures, p. 107)

Students

DRUG FREE STATEMENT

Using alcohol and other drugs carries risks. Alcohol and drugs impair your judgment, making you more likely to hurt yourself or others, have trouble with the law, to do poorly at work and school, and to have relationship trouble. Alcohol and drugs also have specific health risks: They can damage major organs, increase your risk of cancers, and even cause death.

There are three (3) alcohol and drug treatment centers serving Comanche, Tillman, and Kiowa counties – they are *Reflections, Southwestern Medical Center, Silver Linings, Comanche County Memorial Hospital, and Taliaferro Community Health Center.*

All students have a right to attend school in an environment conducive to learning. Since alcohol and other drug use is illegal and interferes with both effective learning and the healthy development of young people, the Great Plains Technology Center has a fundamental legal and ethical obligation to prevent drug use and to maintain a drug free educational environment.

Because of the extensive abuse of alcohol, tobacco, and drugs and their continuous promotion in our society, the Great Plains Technology Center provides drug education units. Which are integrated with the standard curriculum. These units are necessary to prepare students for decision-making against drug and alcohol use.

Drug use, possession (including paraphernalia,) and sale on the school grounds and at school functions will not be tolerated. Specific infractions and appropriate disciplinary actions are listed in the Great Plains Technology Center Student Handbook. Some possible actions include parental contact, suspension, or expulsion. (*Student Handbook*, Section 14.0, p. 35).

11. Sexual assault programs, prevention, and procedures

- A. Great Plains Technology Center is a secondary/postsecondary educational institution serving both high school students and adults. It does not have any formal awareness program addressing rape, acquaintance rape, or sexual assault. Individual classroom or Career Technical Student Organization materials may address these issues, but no formalized system of awareness has been established. Certified school counselors and a certified school psychologist are available for incident-specific counseling and a formal awareness program is currently in development.
- B. Procedures for reporting a sexual assault are outlined in the *Emergency Management Guide*, page 16 as follows:
 1. Call 911
 2. If the victim needs medical assistance, the School Nurse should be contacted immediately. Notify the Campus Director/Principal or designee if an assault occurs on campus in order to determine the course of action. Secure the area so police can investigate. When possible, the center's officials should accompany the individual for medical treatment.
 3. The Campus Director/Principal or designee should contact the police immediately. The police will lead the criminal investigation, and the Campus Director/Principal or designee will act as the liaison between the police investigation and the center.
 4. Notification of students of existing on and off-campus counseling services:
The Campus Director/Principal or designee will recommend any party having difficulty dealing with the situation to speak with the Student Care Team. (Any long-term counseling should be referred outside the Great Plains Technology Center). (*Emergency Management Guide*, p. 22)
- C. Great Plains Technology Center will follow the *Student Handbook* code of discipline, Sections 2.0 – 2.7 in dealing with both the accuser and the accused. Any internal discipline will follow these guidelines and all parties will remain informed, to the limits of the policies in place. (*Student Handbook pp. 24-27*)

- D. Sanctions which may be imposed following the final determination of an institution's internal disciplinary proceedings regarding sex offenses include but are not limited to:
- i) In-school detention
 - ii) Removal from a class or group (temporary or permanent)
 - iii) Referral to other social or educational agencies
 - iv) Suspension
 - v) Expulsion
 - vi) Involve law enforcement
 - vii) Any other disciplinary action deemed appropriate under the circumstances
(*Student Handbook*, Section 2.7, p. 27).

E. Required Reporting Information: Sex Offender Locator.

Those wishing to identify the location of sex offenders, the following website exists for such purposes:

<https://sors.doc.state.ok.us/svor/f?p=119:1:>

This registry can be searched by county and lists all registered sex offenders, their reported addresses, and other pertinent information.

12. Domestic Violence/Violence Against Women

In the course of any disciplinary proceeding of an alleged sexual offense, both the accuser and the accused will be entitled to the same opportunities to have others present. In addition, both the accuser and the accused will be informed of the outcome of the proceeding and any sanctions imposed following such a proceeding.

The Student Support Services Department shall maintain information including:

- i) Rape
- ii) Acquaintance Rape
- iii) Forcible Sexual Assault
- iv) Non-forcible Sexual Assault

This information shall be available to all students through the Campus Crime Report, and its existence and location will be given to all students during student orientations. Students may also be referred to online sources for information, including resources defining sexual assault, prevention of sexual assault, and both male and female roles in sexual assault. This list of resources will be made available in the Student Support Services Department and will be distributed to all teachers during orientation. This information shall also appear in the Student Handbook, which is available to all students and parents of students on the Great Plains Technology Center website. Students will also be informed regarding the presence of security on campus and available assistance in notifying the authorities, if the student requests such assistance. (*Policy and Procedures*, p. 108-109)

National resources for information about Domestic Violence/Violence Against Women can be found at <http://www.ovw.usdoj.gov/areas-focus.html#dvviolence>. This information includes definitions of violence against women as follows:

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

Sexual Assault: Sexual assault can be defined as any type of sexual contact or behavior that occurs by force or without the consent of the recipient of the unwanted sexual activity. Falling under the definition of sexual assault is sexual activity such as forced sexual intercourse, forcible sodomy, child molestation, incest, fondling, and attempted rape. It includes sexual acts against people who are unable to consent either due to age or lack of capacity.

Dating Violence: Dating violence is defined as violence committed by a person who has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on consideration of the following factors:

- The length of the relationship
- The type of relationship
- The frequency of interaction between the persons involved in the relationship

Stalking: Stalking can be defined as a pattern of repeated and unwanted attention, harassment, contact or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear.

National Hotlines have been established for victims:

National Domestic Violence Hotline	1-800-799-7223
National Sexual Assault Hotline	1-800-656-4673
National Teen Dating Abuse Hotline	1-866-331-9474

Cyber Stalking: Cyber stalking can be defined as the use of electronic communication to harass or threaten someone with physical harm. Cyber stalking also includes **cyber bullying**.

National resources concerning violence against women can be found at the following URL:
<https://www.whitehouse.gov/1is2many/resources>.

The Oklahoma Coalition Against Domestic Violence and Sexual Assault also offers a comprehensive set of videos and other information at <http://www.ocadvsa.org/svpe>. The organization offers a toll-free state assistance hotline:

Oklahoma Safeline:	1-800-522-7233
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Local resources include:

Lawton New Directions	580-357-8127 (Office)
	580-357-6141 (Shelter)
	580-357-2500 (Crisis)

13. Crimes on GPTC Campuses (Lawton)

Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Sex Offenses	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 Assaults	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny/Theft	0	0	0
Intimidation	0	0	0
Manslaughter	0	0	0
Statistics on Arrests	2016	2017	2018
Liquor Law Violation	0	0	0
Drug Abuse Violation	0	0	0
Weapons Violation	0	0	0

Violence Against Women Offenses

	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

Tillman-Kiowa Campus

Offense	2016	2017	2018
Murder/Non-Negligent Manslaughter	0	0	0
Sex Offenses	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 Assaults	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Simple Assault	0	0	0
Larceny/Theft	0	0	0
Intimidation	0	0	0
Manslaughter	0	0	0
Statistics on Arrests	2015	2016	2017
Liquor Law Violation	0	0	0
Drug Abuse Violation	0	0	0
Weapons Violation	0	0	0

Violence Against Women Offenses

	2016	2017	2018
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

14. Distribution of Annual Security Report

This Annual Security Report shall be available, in its entirety, on the main Great Plains Technology Center Website: <http://www.greatplains.edu/about/security-report>. Current and prospective students and employers, as well as members of the general public, may access this report and its accompanying policies through the website.

An announcement is placed in the all-school newsletter, the *Mini Messenger*, for all employees. Additionally, instructional personnel will be prompted to announce the presence of the ASR on the website.

Paper copies of the ASR will be placed in all buildings and posted in central locations for viewing.

Further information, copies of the ASR, or other inquiries may be made to snoel@greatplains.edu.