



**Mid-East Career and Technology Centers
400 Richards Road
Zanesville, OH 43701**

**2024 Campus Safety & Security Plan and
Survey Data**

Revised 9/23/24

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Introduction

It is the goal of Mid-East CTC - Adult Education and the U.S. Department of Education to provide students and their families with accurate, complete and timely information on campus safety and security in order to make an informed comparison of higher education options. Mid-East CTC's policies relating to The Clery Act and the institution's crime statistics are found in this document and on the Adult Education, Campus Safety and Security page on the district website at <https://adulthood.mideastctc.org/consumer-disclosures/campus-safety-and-security>.

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial and geographic considerations, the issue of campus safety is a vital concern. Congress enacted legislation, currently referred to as The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, in memory of a 19-year-old Lehigh University freshman that was assaulted and murdered in her dorm room in April 1986. To address growing concerns regarding sexual assault, domestic violence, dating violence and stalking incidents on campuses nationwide, the legislation has been amended to require schools to report relevant crime statistics under the Violence Against Women Act (VAWA).

Commonly known as the "The Clery Act", the legislation requires schools to give timely warnings of crimes that represent a threat to the safety of students or employees, and to make campus security policies public. This act required all postsecondary institutions participating in Title IV student financial assistance programs to disclose campus crime statistics and security information. This information is provided to current students and employees by October 1 of each year and is publicly available on the Adult Education website.

For more information on The Clery Act visit the Clery Center's website at
ope.ed.gov/campussafety

Campus Safety and Security Survey

Mid-East CTC - Adult Education strives to ensure the safety and security of all students, staff, and guests to the facility while maintaining a positive and productive learning environment. To do this, multiple safety measures have been initiated and are implemented on a continuous basis.

Our School Resource Officer, administration, and local law enforcement agencies work together to provide crime prevention, safety awareness, response procedures, and continuous training to achieve the highest level of readiness possible in the event of an emergency.

In compliance with the Clery Act, the Adult Education Director, Campus Security personnel and the School Resource Officer gather information to disclose statistics of crimes that occur on campus or within and immediately adjacent to school-owned buildings and property. The compiled data is reported via a web-based system provided by the United States Department of Education. The Mid-East CTC annual Campus Safety & Security Survey is available at <http://ope.ed.gov/security>.

Mid-East CTC- Adult Education is required to disclose statistics that are reported to the institution as well as to local and state law enforcement agencies. The purpose of this report, which contains data for three previous calendar years, is to provide access to reported crimes and arrests, while also outlining policies and describing procedures essential for sustaining a safe and secure campus environment for all.

How to Report Criminal Offenses

Mid-East CTC - Adult Education strives to provide a safe and secure campus for all students and staff members. All students and staff members are encouraged to report any and all suspicious campus activity immediately upon witnessing the occurrence.

Students should report any knowledge of a criminal or suspicious nature to their instructor or the nearest school staff member.

School personnel must use good judgment to determine the next level of reporting based on the nature of the emergency or activity. Any suspicious activity, including persons loitering in the parking lots or around vehicles, inside buildings or around public property near the school, should be reported.

Emergencies, accidents, or crimes that are in progress:

- o **Dial 911 to report**

Non-emergencies, or public safety-related matters:

- o **Contact the School Resource Officer, 740-454-0101 extension 6331**

School personnel must inform their immediate supervisor, campus security personnel, or the Adult Education Director upon addressing the immediate situation.

- On-Campus security is available Monday through Friday from 7:00 AM – 3:30 PM.
- School Resource Officer is available Monday through Friday from 7:00 AM-3:00 PM.
- When evening classes are in session, a campus security guard is available Monday through Thursday 5:00 - 10 :00 PM.

Campus administration will take appropriate action based upon the information given by the student or staff member. When deemed appropriate, local and state law enforcement authorities will also be notified.

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

Campus Visitor Procedures

The Mid-East campus is open to students, parents, employees, contractors, guests, and invitees when classes are in session. From August through May, the main entry gate Welcome Center is staffed by a district security guard. Upon arrival to the facility, all vehicles must pass through this gate and provide information on where they are going and who they intend to visit. All visitors are required to check in and check out with the guard, who records the information in a daily log.

- Staff should inform security at the Welcome Center and the Adult Education front desk when visitors are expected.
- Visitors to Mid-East CTC - Adult Education, including Sales Representatives, should be directed to stop in the Adult Education office and register.
- Graduates, parents, spouses, and other visitors may visit with appropriate permission.
- Visitors are encouraged to call ahead to schedule an appointment and ensure appropriate permission and access.
- The Adult Education front office should be informed of any outside groups using the building for meetings, seminars, training, etc.

Any person on the Mid-East Campus may be asked to provide identification and information as to their purpose for being on campus.

Building and Grounds Security

Buildings and grounds constitute one of the greatest investments of the Mid-East District. It is in the best interest of the District to protect such investments. Security includes maintenance of secure buildings and protection from fire hazards, faulty equipment and unsafe practices in the use of electrical, plumbing and heating equipment. The Board shall cooperate with local law enforcement agencies, fire departments, and with insurance company inspectors.

Access to buildings and grounds outside of regular class times is limited to personnel or students whose work requires such access. A security control system is established which limits access to buildings to authorized personnel and guards against entrance to buildings by unauthorized persons (Mid-East Board Policy ECA).

The Mid-East CTC School Board recognizes the value of electronic surveillance systems in monitoring activity on school property and in school vehicles in protecting the health, welfare and safety of its students and staff. Carefully weighing the rights of privacy of students and staff against the District's duty to maintain order and discipline, the Board authorizes the use of electronic surveillance systems.

- Cameras are not positioned in areas where individuals have a reasonable expectation of privacy.
- This document serves as notice to staff, students, and visitors that electronic surveillance may occur on school property or in school vehicles. Appropriate signs are also posted in building entrances and at other locations deemed appropriate by the administration to inform visitors that electronic surveillance may occur on District property.
- The use of cameras is subject to District policies concerning the confidentiality of student and staff records.
- Surveillance cameras are used only to promote the order, safety, and security of students, staff and property (Mid-East Board Policy ECA-R).

Student Standards of Conduct

Mid-East CTC's adult students are expected to conduct themselves in the same manner that would be appropriate in any professional workplace. The Adult Education General Student Handbook can also be used as a reference for these policies. Instructors and other staff are expected to clearly communicate conduct expectations while also serving as a role model to demonstrate appropriate and safe behavior. Students must meet the instructors' conduct expectations and follow all policies and procedures of the District. The instructor will be primarily responsible for enforcing policies and procedures though any District staff member may address issues that arise.

Chain of Authority

To ensure a safe and comfortable learning environment, students must abide by all policies. Students are encouraged to develop their interpersonal skills by collaborating with their peers to work out any differences that may arise. If additional assistance is needed to address the issue, students should ask to speak privately with their instructor or any other staff member. The next step to address an issue is to speak with the Program Coordinator, who will review current policies and procedures with all parties.

Weapons Policy

Unless otherwise authorized by law, pursuant to Ohio Revised Code 2923.122, no person shall knowingly possess, have under the person's control, convey, or attempt to convey a deadly weapon or dangerous ordinance into a school safety zone.

The Board of Education prohibits the possession, storage, creation, or use of any weapon, including a concealed weapon, on District property. Any setting that is under the control and supervision of the Board, including a school-owned vehicle, is designated as a School Safety Zone. The Board directs the Superintendent to post notices prohibiting the carrying and possession of concealed weapons in a school safety zone, including schools and school buildings, on school premises and school buses, and at school activities.

The term "weapon" means any object which in the manner in which it is used, is intended to be used, or is represented, is capable of inflicting serious bodily harm or property damage, as well as endangering the health and safety of persons. Weapons include, but are not limited to, firearms, guns of any type, including air and gas-powered guns (whether loaded or unloaded), knives, razors, clubs, electric weapons, metallic knuckles, martial arts weapons, ammunition, and explosives.

The Superintendent shall refer any individual who violates this policy to law enforcement officials, regardless of whether the individual possesses a valid concealed weapon license. The individual will also be subject to disciplinary action, up to and including termination or dismissal, as permitted by current Board policy and the terms of existing collective bargaining agreements.

The Superintendent may reduce this requirement on a case-by-case basis in consideration of the individual's mental and/or physical characteristics or conditions, the age of the individual and its relevance to the punishment, the prior disciplinary history of the individual, and/or the intent of the perpetrator. Exceptions to this policy include weapons under the control of a Criminal Justice Instructor,

any law enforcement personnel, or items approved by an administrator as part of a class or individual presentation under adult supervision, if used for the purpose of and in the manner approved.

Any information concerning weapons and/or threats of violence by students, staff members, or visitors shall immediately be reported to the nearest District staff member, who must immediately inform the School Resource Officer or Adult Education Director if it is safe to do so. Failure to report such information may result in disciplinary action, up to and including termination or dismissal.

Alcohol and Drug Policy

The Board does not permit any individual to possess, transmit, conceal, offer for sale, consume, show evidence of having consumed or used any alcoholic beverages, illegal drugs, unprescribed drugs, look-alike drugs or any mind-altering substance while on school grounds or facilities; at school-sponsored events; or in other situations under the authority of the District or in school-owned or school-approved vehicles.

Anyone suspecting possession or distribution of drugs or alcohol shall report the matter to their instructor, direct supervisor, the school resource officer, or any other district personnel. If the drug is found to be a controlled, dangerous substance, appropriate action will be taken, including termination and notification of the Muskingum County Sheriff's Department. Individuals suspected of violating this policy may be removed from campus, held for observation, or referred for emergency medical assistance. Violators are subject to district disciplinary action, criminal prosecution, fine and imprisonment. Students and employees are guaranteed due process. Students violating alcohol/substance policies or laws may be subject to sanctions by the Muskingum County Sheriff's Department. Student Services personnel are available to counsel students and make referrals to appropriate agencies regarding drug and alcohol abuse prevention.

Security and Law Enforcement Authority

Campus Security

Campus security is comprised of a High School Resource Officer, a daytime security guard, and an evening security guard. The High School Resource Officer is a Muskingum County Sheriff's Deputy. Security is typically present when classes are in session. All individuals on the Mid-East campus are expected to follow the direction of any security personnel to ensure a safe environment.

Security guards report violations of District policies to the appropriate staff member or supervisor for disciplinary action. The Muskingum County Sheriff's Office has complete police authority to apprehend and arrest anyone involved in illegal acts on campus and in public areas immediately adjacent to the campus. Major offenses are reported to the local police and law enforcement agencies. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted at the Muskingum County Courts.

Campus security personnel work closely with local, state, and federal police agencies as needed. The campus has direct radio communication with the Sheriff's Department and access to various national and state databases containing criminal history, nationwide police records, driver/vehicle identification information, and other local, state and federal law enforcement information.

The Muskingum County Sheriff's Office

Mid-East CTC - Adult Education recognizes that laws and rules are necessary for society to function and supports the enforcement of law by governmental agencies and rules by officials of the institution. All persons on the campus are subject to these laws and rules at all times. Mid-East CTC - Adult Education is public property and Constitutional protections apply. Law enforcement officers may enter the campus to conduct business as needed.

The Muskingum County Sheriff's Office is notified of all serious crime on campus, and is immediately notified of major crimes via the telephone or two-way radio. In addition to calling 911, the school utilizes the telephone or two-way radio to contact the county emergency dispatch center for fire and emergency medical needs. All victims are offered an opportunity to report crimes to local police where appropriate.

The Adult Education department shares Campus Safety and Security Survey data with the School Resource Officer annually. Survey information is cross-referenced with law enforcement records to ensure any crime is addressed and reported.

Annual Survey

Data contained in Mid-East CTC – Adult Education's annual report is applicable to the Adult Education department and Adult Education students. Below is a listing of criminal offenses and their definitions that are reported annually to the US Department of Education.

Reportable Areas

On-Campus – any building or property owned or controlled by the institution. Mid-East CTC - Adult Education does not offer on or off campus housing to students or staff.

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

Definitions

Criminal Offenses

Murder/Non-negligent manslaughter	The willful (non-negligent) killing of one human being by another.
Manslaughter by Negligence	The killing of another person through gross negligence.
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 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	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 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	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.
Burglary	The unlawful entry of a structure to commit a felony or a theft.
Motor Vehicle Theft	The theft or attempted theft of a motor vehicle.
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.

Hate Crimes

Hate Crimes *Includes all crimes listed above	A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of Clery, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.
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. 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.
Intimidation	To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
Destruction/Damage/Vandalism of property	To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Violence Against Women Act Offenses

Domestic Violence	A felony or misdemeanor crime of violence committed— <ul style="list-style-type: none"> • By a current or former spouse or intimate partner of the victim; • By a person with whom the victim shares a child in common;
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	<ul style="list-style-type: none"> • 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, 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 in which the crime of violence occurred.
Dating Violence	<p>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. For the purposes of this definition—</p> <ul style="list-style-type: none"> • Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. • Dating violence does not include acts covered under the definition of domestic violence.
Stalking	<p>Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—</p> <ul style="list-style-type: none"> • Fear for the person’s safety or the safety of others; or • Suffer substantial emotional distress.

Arrests/Disciplinary Actions

Weapons: carrying, possessing, etc.	<p>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. Include in this classification: 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; and attempts to commit any of the above.</p>
Drug Abuse Violations	<p>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. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics - manufactured narcotics which can cause true addiction (Demerol, Methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).</p>

Liquor Law Violations	The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.
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The Violence against Women Reauthorization Act of 2013

The Violence against Women Reauthorization Act amended the Clery Act. Mid-East CTC - Adult Education has included the following crimes in the annual statistical reporting: domestic violence, dating violence, sexual assault, and stalking (2024 Campus Safety and Security Survey).

Crime Statistics for 2021, 2022, 2023

The following information is provided and updated annually as directed by the U.S. Department of Education through Public Law 101-542, The Criminal Awareness and Campus Security Act of 1990. The Mid-East CTC - Adult Education School Resource Officers, along with Adult Education personnel, prepare this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This report can be located online at www.mideastadulthood.org. This report is prepared in cooperation with the Muskingum County Sheriff’s Office and the Mid-East CTC - Adult Education School Resource Officers.

Campus crime, arrest and referral statistics include those reported to the local police, designated school officials, and local law enforcement agencies. Copies of the report may also be obtained at the Mid-East Career and Technology Center, Adult Education or by calling (740) 455-3111. This information is publicly available at <https://adulthood.mideastctc.org/consumer-disclosures/campus-safety-and-security>.

2024 CAMPUS SAFETY AND SECURITY SURVEY

CRIMINAL OFFENSES	On-Campus			Public Property		
	2021	2022	2023	2021	2022	2023
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0
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	0	1	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0
VAWA OFFENSES						

Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
ARRESTS						
Weapons: carrying, Possessing, Etc.	0	0	1	0	0	0
Drug abuse Violations	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0
DISCIPLINARY ACTIONS						
Weapons: carrying, possessing, etc.	0	0	2	0	0	0
Drug Abuse Violations	0	0	1	0	0	0
Liquor Law Violations	0	0	1	0	0	0

For additional information regarding this report, please contact Mid-East CTC Adult Education at 740-455-3111.