



ANNUAL SAFETY, SECURITY & FIRE REPORT

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SECTION 1. INTRODUCTION

Students, staff and faculty of Penta Career Center's Adult Post-Secondary Education Department have access to a yearly report summarizing and explaining the center's safety, security and fire safety. In accordance with the Jeanne Clery Act, Penta Career Center and other institutions of higher education participating in Title IV student financial aid programs are required to report and share student safety-related statistics.

The primary goal of The Clery Act is to provide students and their families with accurate, complete and timely information on campus safety so they can make an informed comparison of their higher education options. Penta Career Center Adult Post-Secondary Education policies relating to The Clery Act and the institution's crime statistics are found in this document and on the Adult Education Webpage.

In 1990, Congress enacted the Crime Awareness and Campus Security Act (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This Act required all schools participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The Act was amended in 1992, 1998, 2000 and 2013. The 1998 amendments renamed the Act the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act in memory of a student who was slain in her dorm room in 1986.

Commonly known as "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 public their campus security policies. The Clery Act also requires institutions to collect statistics on crimes that occur on campus and to report the statistics to the campus community, prospective students and their families and the Department of Education.

The Clery Act was amended again in 2013 to address growing concerns regarding sexual assault, domestic violence, dating violence and stalking incidents on campuses nationwide. This amendment occurred through the reauthorization of the Violence Against Women Act (VAWA), and more specifically under VAWA's Campus Sexual Violence Elimination Act (or "Campus SaVE Act") provision, Section 304. This amendment requires expanded crime reporting obligations and the implementation of specific policies, procedures, and training related to sexual violence and intimate partner violence.

Penta Career Center's report includes crimes reported on-campus (those that occurred on property owned or controlled by Penta Career Center), and on public property within or immediately adjacent to, and accessible from, the Penta Career Center campus. This report is prepared by Penta's Adult Post-Secondary Education team in cooperation with its safety and security department and its Board of Education, along with the local law enforcement agencies serving the main campus. Each entity provides updated information on its educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to the career center and other designated campus officials along with local law enforcement agencies.

Each year, the Adult Education team notifies students, staff and faculty by e-mail that this report, updated annually, is available, including the website link to access this report. Copies of the report are also available at the Adult Education office or by calling 419.661.6555.

The full text of this report is available online at pentacareercenter.org/FinancialAid.aspx

SECTION 2. GEOGRAPHY OF PENTA CAREER CENTER

Penta Career Center is a Public Vocational High School and Adult Education center located in Perrysburg Township, Wood County, Ohio. The campus sits on 56 acres of a 150 acre site. The career center opened operation in 1965. It serves 16 school districts from the five counties of Fulton, Lucas, Ottawa, Sandusky, and Wood, hence the name "Penta."

SECTION 3 HEALTH AND SAFETY

Penta Career Center Adult Post-Secondary Education is committed to the health and safety of staff, students, and guests who attend our campus. The following Health and Safety Plan is designed to maintain readiness in cases of sickness, accidents, or emergency health, fire, tornado or other extreme weather condition, armed intruder or bomb threat.

OVERVIEW

- All students receive the Penta Career Center Adult Post-Secondary Education Student Handbook and sign an acknowledgement form. The handbook specifies the steps to be taken in case of health or safety issues and the procedure for reporting and investigating accidents.
- All staff members receive, and sign an acknowledgement form of a Penta Career Center Adult Post-Secondary Education Employee Handbook. The handbook specifies the steps to be taken in case of health or safety issues and the procedure for reporting and investigating accidents.
- All students, faculty and staff complete an emergency medical form that is kept in a secure location and is used for sickness, accidents and emergency health care needs on campus only.
- First Aid Supplies are available in all program labs as well as in the Adult Post-Secondary Education office. Emergency AED equipment is readily available throughout campus. There are eyewash and body wash stations in all Labs in the career center and students are made aware of this equipment on the first night of class.
- Students are informed during Orientation of all safety equipment (i.e. safety glasses, and safety shoes) and clothing requirements of each program. Additionally, safety and safe use of instructional equipment and supplies is routinely monitored and enforced. Any equipment or supplies not in a condition to be operated safely will be turned in for repair or replacement.
- The campus is equipped with 24 hr. /7 day a week electronic monitoring as well as security personnel that patrol campus.
- All students and faculty/staff are issued identification badges that are to be worn at all times.
- Emergency evacuation routes are clearly posted in classrooms and labs on campus. Each classroom contains a full health and safety plan.
- This plan is reviewed with students during orientation. District administration is responsible

for annually reviewing and updating, if necessary, the district emergency operations manual.

- The Health and Safety Plan is reviewed annually by the Penta Career Center Advisory Committee and revised as necessary.

SECTION 4. ILLNESS

Penta Career Center does not maintain a health services center, but the health and safety of students, staff, and visitors is a priority. The following section is designed to maintain readiness in cases of sickness, accidents or emergency health, fire, tornado or other extreme weather conditions armed intruder or bomb threat.

Illness of a Non-Serious Nature

Staff and students who are experiencing an illness of a non-serious nature during class should excuse themselves from the class and return home. Visitors who become ill should also excuse themselves from their visit to the school and leave school property. If the ill staff member, student, or visitor is not able to return home or leave school property on their own, then arrangements will be made for someone to pick them up at the school.

Illness of a Serious Nature

For staff, students, and visitors who become seriously ill and are in need of emergency care, the instructor or other staff member will immediately call for 911 assistance and notify the Adult Post-Secondary Education Office.

Injury on School Property

Whenever a staff member, student, or visitor becomes injured in a laboratory or elsewhere on school property, the injured person is to be given immediate attention. Only properly trained staff members may provide assistance to the injured person. In cases of serious injury where emergency care is needed, the instructor or other staff member will immediately call for 911 assistance and notify the Adult Post-Secondary Education Office.

Emergency Contact Information

Emergency contact information for students is collected during student orientation and is maintained in the Adult Post-Secondary Education Office. Emergency contact information for staff members is collected at the time of employment and is maintained in the Adult Post-Secondary Education Office.

Incident/Accident Reporting

All incidents of serious illness or injury shall be reported immediately to the Adult Post-Secondary Education Office. Instructors and/or other staff members are to complete an Incident/Accident Report Form and submit the completed form to the Adult Post-Secondary Education Office prior to leaving work for the day. Injury and illness reports are kept on file in the Adult Post-Secondary Education Office.

Reports of injury and/or serious illness are reviewed by the Adult Education Supervisor. Should the incident warrant, the Adult Education Supervisor will conduct an investigation of the incident to determine cause, accountability, and the possible need for updating health and safety procedures.

SECTION 5. EMERGENCIES

Timely Warnings

As soon as an emergency has been confirmed, the superintendent will take into account the safety of the campus community; determine which information to release about the situation; and begin the notification process.

The Academic Program Coordinator will notify the campus community by on-campus public address system; e-mail, phone and/or the Penta website.

Any potential emergency needs to be reported to the Academic Program Coordinator, who will notify the supervisor of Adult Education and the superintendent of Penta's Board of Education. The superintendent, in conjunction with these school leaders, is responsible for determining the appropriate response to the specific threat.

The only reason that Penta Career Center administrators would not immediately issue a notification for a confirmed emergency or dangerous situation is if doing so would comprise efforts to assist a victim; contain the emergency; respond to the emergency; or otherwise mitigate the emergency (i.e., by direct request of local law enforcement or fire department officials).

SECTION 6. FIRE SAFETY

Penta conducts annual fire drills and emergency evacuations during the academic year. Any student, staff or faculty person can report a fire to the Academic Program Coordinator and/or Adult Education supervisor.

All students will review fire safety and evacuation pertaining to their respective programs and laboratory facilities during the beginning of the academic year as part of Student Orientation

This review is designed to familiarize everyone with the fire safety system on campus, train everyone on the procedures to be followed in case there is a fire and distribute information on the school's fire safety policies. Evacuation routes are prominently displayed in all classrooms, labs and open areas, along with fire alarm equipment locations.

If a fire occurs, students are instructed to leave hazardous areas per the evacuation routes and get to a predetermined location before calling 911 for help.

Instructor Fire Drill Procedure

1. Have emergency plans available and accessible to substitute staff.
2. Brief students on emergency procedures prior to drill.
3. All building occupants will leave the building upon hearing the alarm.
4. *Instructors will immediately* start class moving to assigned exit at the sound of the emergency bells. If first exit is blocked, use next closest exit.
5. Instructors should be the last one to leave room. Provisions should be made to assist disabled students. Instructor should make sure everyone is out and then close door – Do not lock

classroom door. When possible, close all flammable containers and be sure that all machinery is turned off.

6. Keep students moving in a brisk fashion--not lagging, not running.
7. Check attendance and account for all students outside the building using class lists and grade book. Instructors are responsible for the students under their supervision. Keep the class together. Additionally, any students in area not with an assigned class should be brought under instructor supervision and accounted for on the "Emergency Situation Attendance Form" found in your packet. Unless advised otherwise, attendance forms will be turned in to your designated supervisor.
8. Maintain order. Do not return or permit your students to return to the building until after the all-clear has sounded or been announced.
9. Report anything unusual you have observed (smoke, tripped alarm station, any blocked exits) immediately to the Main Office.
10. Staff should be familiar with the operation and location of fire alarms and fire extinguishers.

Students are to remain in pre-determined location so that the appropriate Penta representative has documented that the students have left the building. Students should not return to the building until after the "all-clear" has sounded.

Notification post-fire: If you find evidence of a fire that has already been extinguished, or if you hear about such a fire, please contact Penta Career Center's operations team (419.661.6538). When calling, please provide as much information as possible about the location, date, time and cause of the fire.

SECTION 7 EVACUATION

The Academic Program Coordinator will notify the campus community by on-campus public address system; e-mail, phone and/or the Penta website should evacuation of the career center be necessary. Students should collect their personal belongings and follow directions of school personnel in order to safely and expeditiously exit the career center. Students should remain in the designated location while an effort is made to account for all students and wait for further directions. Depending on the resolution of the emergency, students will either be directed to return to their lab/class or leave the premises.

Instructor Evacuation Procedure

Instructors (staff) will anticipate and prepare for contingency evacuation scenarios. During an evacuation, the first priority is having students safely and expeditiously exiting the buildings. Once students are safely out of the building, the priority is to organize, supervise and account for all students. A plan for reunification of students with staff is especially critical if an emergency prevents students/staff from returning to Penta, and possible evacuation and relocation to an alternative site if necessary. Instructors are to remain with students until additional information is provided by the administration. For students needing assistance, instructors will escort students to the designated safe location outside of the building.

SECTION 8. SHELTER-IN-PLACE (LOCKDOWN)

There are several reasons a shelter-in-place order will be given; if an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, or an active shooter has enter the building or school's grounds, It is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to

make a shelter of the area that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to leave.

A shelter-in-place notification may come from several sources, including the Penta Career Center's public address system, instructor and/or evening Academic Program Coordinator, as well as other authorities utilizing Penta Career Center's emergency communications tools.

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

- If you are inside, stay where you are.
- Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency.
- If you are outdoors, proceed into a building entrance quickly or follow instructions from emergency personnel on the scene.
- Locate a room to shelter inside. It should be: - an interior room; - above ground level; and without windows or with the least number of windows.
- Shut and lock all doors.
- Make a list of the people with you and ask someone (instructor or other staff member) to call the list in to the Academic Program Coordinator so they know where you are sheltering. If only students are present, one of the students should call in the list.
- Make yourself comfortable. When the lockdown procedure is initiated by administration, an announcement will be made over the public address system. The following words will indicate that a lockdown procedure is in effect until further notice: "WE ARE IN A LOCK DOWN SITUATION." Whenever possible, this phrase will be repeated three times to assure communication.
- Listen carefully for pertinent information regarding the situation coming over the public address system by administration.
- If situation calls for, and it is safe to do so, evacuate your class out of the building using the nearest exit. This decision will be up to each instructor and based on information provided over the public address system regarding the intruder's whereabouts.
- Penta staff are aware of area rally points. As a general rule, if these rally points cannot be accessed, have students run toward emergency vehicle lights with hands up.
- If evacuation is not possible, immediately close and lock classroom/lab door, barricade door and shut off lights.
- Instruct students to move away from the door, taking with them any item which may be thrown at an intruder breaching the door.
- Students and staff outside the building will be contacted by a supervisor and given directions.

SECTION 9 BOMB THREAT

In the unlikely event that a bomb threat is received, each person plays an important role in the safety and security of students, instructors and staff.

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 instructor or the Academic Program Coordinator (ext. #6503) or other Adult Education staff (ext. #6155 front office).
- What to do during the call:
 - try and keep the caller on the phone as long as possible without putting yourself or others in jeopardy. As you listen to the caller, write down as many exact words as possible
 - be aware of background noise such as traffic, music or other voices and sounds
 - listen carefully to the caller's voice, accent, male or female, attitude
 - record the phone call if possible
- Do not share the information regarding the call with anyone else unless instructed to do so by the Academic Program Coordinator or the Adult Education Supervisor.
- Remain available to responding law enforcement officials and the building administration in order to assist with the criminal investigation.
- If a written bomb threat is received, all material must be saved and not handled after it is determined that the information contains a threat. Turn all written materials over to law enforcement as soon as they arrive on the scene.

After assessing the nature and reliability of the threat, the following courses of action should be considered:

Search with no evacuation

- Safety check – where instructors visually inspect classrooms/lab areas.
- Administrators and maintenance search general areas including empty classrooms, restrooms, closets, and predetermined areas.
- Consider using “sniffing dogs” to do academic/lab lockers and additional areas if possible.
- If dogs are unavailable, supervisors could open/look through lab lockers.

1. Partial evacuation to safe area

- Search and secure auditorium and south wing construction labs allowing for relocation of students while more comprehensive search can be done using predetermined search procedures per Penta Safety Plan.
- Utilize police/fire personnel for support.
- Consider provisions for feeding students if during lunch periods.

2. Search with evacuation

- Evacuate students from building to predetermined evacuation zones.
- Conduct comprehensive search utilizing police/fire/dogs to secure campus.
- Penta administrative team will report to the predetermined evacuation zone for supervision of students/staff.
- Consider need to feed students if over meal/break periods.
- Consider possible dismissal from the evacuation zone.

Possible contingency plans for consideration

1. Safety check (leave students in classes) while “sniffing dogs” do restrooms, hallways, lockers, labs, etc.
2. Initially search and secure the auditorium and south wing construction labs as a safe place to move students while a more comprehensive search of building is deemed necessary.

3. If necessary to search classrooms/labs evacuate students through fire drill after police have secured perimeter of campus. Evacuate by fire drill or PA Announcement.
4. Following building evacuation, if security/search of building will be for a protracted period of time, consider transporting all students by bus or walking.
5. If an evacuation is deemed necessary, staff will move students to a designated collection organization / point. Students walking to the evacuation zone will be under the supervision of classroom / lab instructors.
6. The Adult Education supervisor or designee will coordinate student movement to the evacuation zone. If students will be walking, the coordinator will block traffic so that Lime City Road is a safe route for student movement, if needed.

This procedure will be used in situations such as when an intruder is in the building and/or where the safety of staff and students is a concern.

SECTION 10. HOMELAND SECURITY

The safety of the school environment where staff and students spend much of their time is a top priority. Wood County School officials and Wood County Agencies have reviewed safety plans in the case of a Threat Level Red being declared by the United States Department of Homeland Security.

Should a *Threat Level Red* be announced: School buildings will be secured and remain open until the regular dismissal time unless otherwise directed by the Wood County Emergency Response Coalition.

Instructions for a Level Red Threat

1. *Remain calm.* Keep in mind that a Threat Level Red does not necessarily mean our area is in imminent danger.
2. The safety of our staff and students is our top concern.
3. Please remember that we need to keep district phone lines open for possible communications with safety personnel.
4. Please do not communicate any information related to the Threat Level Red status to your students unless authorized by your immediate supervisor.

SECTION 11. TORNADO SAFETY

During student orientation, the Academic Program Coordinator is responsible for informing students about tornado shelters in and/or near their respective laboratories and classrooms.

Tornado Watch & Warning Procedures

A **tornado watch** is a forecast of the possibility of one or more tornadoes in a large area. When a tornado watch is in effect, classes will continue normal activities but all outdoor activities should be moved indoors. Each program instructor and the Academic Program Coordinator will be responsible for continuously monitoring the watch while students are in the building or on the premises. Class may not be dismissed early and any changes in dismissal time will come from the Academic Program Coordinator.

A **tornado warning** signals that a tornado has been sighted and may be approaching. A tornado warning signal is an electric siren and/or an announcement on the public address system. All students, instructors, and staff members should, in orderly fashion, make their way to the nearest marked tornado shelter or

the centralized tornado shelter near the center of the building if time permits. Remain in these locations until further advised.

SECTION 12. WEATHER RELATED CENTER CLOSINGS

Decisions regarding the operation of Adult Post-Secondary Education programs and other activities on days that have inclement weather will be made jointly by the Adult Education Supervisor and the Superintendent. Classes will automatically be cancelled when a **Level 3 Snow Emergency** is in effect in Lucas or Wood County. On other days when classes are cancelled, a decision will be made by 2:00 p.m. and announced on local TV channels 11 and 13. Students will also have the opportunity to sign up for text message alerts on the **Remind.com** app concerning weather and other emergencies.

SECTION 13. LIABILITY & CAMPUS SECURITY

Penta Career Center is not responsible for theft of personal property or personal injuries occurring on campus. Students are responsible for all monetary losses resulting from theft or injuries and should have their own personal insurance policies. Penta Career Center Adult Post-Secondary Education is not responsible for any losses or injuries that may occur while working on projects, vehicles, etc. In case of emergency, Emergency Service, 911, will be called and will take charge of the emergency situation upon their arrival.

SECTION 14. EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Penta Career Center schedules drills, exercises and appropriate follow-through activities to test its emergency response and evacuation procedures. These tests are designed to assess and evaluate emergency plans and capabilities, and they are conducted at least once per year.

These tests are scheduled in advance and include several components: drills (testing a single procedural operation, like a lockdown procedure); exercises (involving the coordination of efforts among professionals on and off Penta campus, which may include first responders, police, firefighters and emergency medical technicians); follow-through activities to review the test; assessments of emergency plans and capabilities; and evaluation of emergency plans and capabilities.

Within the first half of the fall semester, the Academic Program Coordinator will escort all students and instructors to the centralized Penta Career Center tornado shelter. **All students and instructors are required to sign a form confirming that they were physically escorted to the tornado shelter location.**

SECTION 15. PUBLICIZING EMERGENCY RESPONSE AND EVACUATION PROCEDURES

In conjunction with at least one emergency response/evacuation procedure test per calendar year, Penta will contact Adult Education staff, faculty and students by e-mail to provide a link to the school's emergency response/evacuation procedures. These procedures are also available online at the [Adult Education web page](#), in the Student Handbook (Section 6, Health & Safety).

Students receive information about evacuation and shelter-in-place procedures during the first week of the fall semester. Penta will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

SECTION 16. REPORTING A CRIME

In the event of a crime or suspicious activity, notify your instructor, the Academic Program Coordinator (office 419.661.6503), or dial 911 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside or around buildings should be reported to campus security (419.661.6189).

If you are the victim of a crime and do not want to pursue action within the Penta Career Center system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Adult Education Supervisor can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, Penta can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Penta encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, Penta cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other Penta leaders (see list of contacts on the last page of this report).

Penta Partners with Perrysburg Township

Penta Career Center's safety and security department has the authority to ask persons for identification and to determine whether individuals have lawful business at the school. Criminal incidents are referred to the Perrysburg Township police who have jurisdiction on the campus. Penta Career Center's safety and security department maintains a highly professional working relationship with the Perrysburg Township police department, as well as other local police departments which may be called to assist as needed. All crime victims and witnesses are strongly encouraged to immediately report the crime to the academic coordinator or campus operations office, and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Prompt, Accurate Crime Reporting

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to Penta's academic coordinator or campus operations department in a timely manner. To report a crime or an emergency, or a non-emergency security/public safety-related matter, call Penta Career Center's campus operations department at 419-661-1120. Delaying the reporting of incidences could cause a delay in the timely warning of criminal activity through emergency notifications as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act). If assistance is required from the Perrysburg Police's Office, the school will contact the appropriate law enforcement agency. If a sexual assault or rape should occur, staff on the scene, including security, will offer the victim a wide variety of services.

Ohio law requires that persons who have knowledge of a felony to report the crime to the police (R.C. 2921.22). Failure to report a crime may itself be a crime. Penta Career Center strongly encourages all persons to report criminal activity to law enforcement. Information on criminal behavior also may be reported to any Penta Career Center Adult Post-Secondary Education administrator or the Title IX coordinator.

Title IX Coordinator*
Debra Morris Adult Post-Secondary Education Supervisor
419-661-6185

*(Title IX Coordinator -Title IX is a federal law that prohibits discrimination and harassment based on sex or gender. This may include acts of sex-based or gender-based harassment, sexual violence, stalking, dating violence or domestic violence. The Title IX Coordinator is the designated official with primary responsibility for coordinating Penta Career Center Adult Post-Secondary Education compliance with Title IX. This includes providing leadership for Title IX activities, providing consultation, education and training, and helping to ensure that Penta Career Center Adult Post-Secondary Education responds appropriately and effectively to Title IX issues. For more information, contact the Title IX Coordinator or any Administration personnel).

In response to a call, Penta Career Center will take the required action, dispatching an officer or asking the victim to report to Penta’s safety and security department to file an incident report. All incident reports are forwarded to Perrysburg Township police department for potential action by the township. Additional information obtained via the investigation will also be forwarded to Penta Administration. If assistance is required from the Perrysburg Township police or fire department, Penta will contact the appropriate unit. If stalking, a sexual assault, or rape should occur, staff on the scene, including Penta’s staff, will offer the victim a wide variety of services in conjunction with the Perrysburg Township Police Department.

The information about “resources” is not provided to infer that those resources are “reporting entities” for Penta Career Center. Crimes should be reported to Perrysburg Township police department to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

Disclosure to Victims

Penta Career Center will, upon written request, disclose to the alleged victim of a crime of violence, a non-forcible sex offense, stalking, sexual assault, or dating & domestic violence, the results of any disciplinary hearing conducted by the career center against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Penta Career Center will provide the results of the disciplinary hearing to the victim’s next of kin, if so requested.

SECTION 17. SECURITY & SAFETY AWARENESS PROGRAM

During the beginning of the academic year, students, staff and faculty are informed of services offered by Penta Career Center’s safety and security team. Students are informed about crime on-campus and in surrounding neighborhoods. Crime Prevention, Sexual Assault, Stalking, Dating Violence, and Domestic Violence Prevention Programs are offered on a continual basis. Periodically during the academic year, Penta’s safety and security department, in cooperation with other school organizations/departments and local law enforcement officials may present information or sessions on crime prevention, sexual assault, theft, vandalism and related topics. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to these sessions, information is available in the Adult Post-Secondary Education office lobby to students, staff and faculty through brochures, posters and other reference materials that discuss crime prevention and support. When time is of the essence, information is released to the Penta

community through security alerts posted prominently throughout campus, by e-mail and/or the public address system.

Perrysburg Township supports the safety of the Penta campus with periodic drive-by monitoring during evening hours.

Crime Notification & Reporting Procedures

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to the school administration and local police in a timely manner. This includes situations where the victim of the crime elects to report a crime or is unable to make such a report. Delaying the reporting of incidences could cause a delay in the timely warning of criminal activity through emergency notifications as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act). If assistance is required from the Perrysburg Police's Office, the school will contact the appropriate law enforcement agency. If a sexual assault or rape should occur, staff on the scene, including security, will offer the victim a wide variety of services.

Crimes occurring on campus should be reported to emergency authorities by calling (9) 9-1-1, or 419-625-7951, and crimes occurring off campus should be reported to the police by calling 9-1-1 or 419-625-7951. Ohio law requires that persons who have knowledge of a felony to report the crime to the police (R.C. 2921.22). Failure to report a crime may itself be a crime. Penta Career Center strongly encourages all persons to report criminal activity to law enforcement. Information on criminal behavior also may be reported to any Penta Career Center administrator or the Title IX coordinator.

Title IX Coordinator
Debra Morris Adult Post-Secondary Education Supervisor
419-661-6185

No formal police report is required for a crime to be included in the statistics. Every effort is made to ensure that all persons required to report do so, and that statistics are as accurate and complete as possible. Information included in the annual report is reviewed for accuracy, completeness, and readability.

The Penta campus will not retaliate, intimidate, coerce, threaten, or otherwise discriminate against any individual for exercising the rights and responsibilities provided by the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act.

Drugs and alcohol

Penta Drug-Free Statement & Intervention Policies

The Penta Career Center Board of Education recognizes that chemical use and abuse by our students may lead to chemical dependency, a treatable, but potentially fatal disease. Furthermore, this use and abuse often contributes to an inappropriate behavior that interferes with learning within the school environment. Because of the nature of the institution, the behaviors can also be a serious threat to the safety of the students and staff in our career training labs. In response, Penta Career Center practices a "Positive Action" intervention plan that emphasizes referral for help. Although disciplinary action will

still hold the student accountable for his or her behavior, the emphasis is on finding help for the student through the referral agency rehabilitation process.

The possession, sale or the furnishing of alcohol on Penta's campus is governed by Penta's Alcohol Policy and Ohio state law. Laws regarding the possession, sale, consumption or furnishing of alcohol are controlled by the Ohio Department of Alcohol and Beverage Control (ABC). However, the enforcement of alcohol laws on campus is the primary responsibility of Penta's safety and security team. The Penta campus has been designated drug-free. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by Penta's safety and security team. Violators are subject to disciplinary action, criminal prosecution, fine and imprisonment.

It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of Penta's alcohol policy for anyone to consume or possess alcohol in any public or private area of campus without prior, formal Penta approval. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by Penta.

A student, instructor or staff member shall not possess, transmit, conceal, or show symptoms of using drugs, hallucinogens, volatile chemicals, alcohol, or possess paraphernalia conducive to above substances, or counterfeit controlled substance as any one or more of the aforementioned items while on school property or while attending school sponsored activities. Students will be dismissed if drugs or alcohol are discovered.

A counterfeit controlled substance is defined as:

- A. Any drug that bears, or whose container or label bears, a trademark, trade name, or other identifying mark used without authorization of the owner or rights to such trademark, trade name, or identifying mark;
- B. Any unmarked or unlabeled substance that is represented to be a controlled substance manufactured, processed, packed, or distributed by a person other than the person that manufactured, processed, packed or distributed it;
- C. C. Any substance that is represented to be a controlled substance, but is not a controlled substance, or is a different controlled substance;
- D. D. Any substance other than a controlled substance that a reasonable person would believe to be controlled substance because of its similarity in shape, size, and color, or its markings, labeling, packaging, distribution, or the price for which it is sold or offered for sale.

No student, instructor or staff member shall directly or indirectly represent a counterfeit controlled substance, nor shall any student knowingly make, sell, give, package, or deliver a counterfeit controlled substance.

No student, instructor or staff member shall directly or indirectly represent a counterfeit controlled substance as a controlled substance by describing, either with words or conduct, its effects as being the same or similar to the physical or mental effects associated with use of a controlled substance.

No student, instructor or staff member shall directly or indirectly falsely represent a counterfeit controlled substance as a controlled substance.

Tobacco

Penta Career Center is a tobacco-free facility. Tobacco use is only permitted in the student's own vehicle.

Repeated violations

A student shall not repeatedly fail to comply with school policies listed in this student handbook, directions of instructors, regular school staff, or other authorized school personnel during any period of time when the student is under the authority of school personnel which includes field trips, parking lots, and all campus grounds. Furthermore, no student shall assist or aid in any way another student in violating school rules, regulations, or policies.

Substance abuse education

The Penta Career Center Board of Education recognizes that chemical use and abuse by our students may lead to chemical dependency, a treatable, but potentially fatal disease. Furthermore, this use and abuse often contributes to an inappropriate behavior that interferes with learning within the school environment. Because of the nature of our school, the behaviors can also be a serious threat to the safety of the students and staff in our career training labs. In response, Penta Career Center practices a "Positive Action" intervention plan that emphasizes referral for help. Although disciplinary action will still hold the student accountable for his or her behavior. The emphasis is on finding help for the student through the referral agency rehabilitation process.

Sex offenses

The Federal Campus Sexual Assault Victim's Bill of Rights

- Survivors shall be notified of their options to notify law enforcement.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

The Campus Sexual Assault Victims' Bill of Rights was signed into law by President George Bush in July of 1992. This law requires that all schools (both public and private) participating in federal student aid programs afford sexual assault victims certain basic rights. Schools found to have violated this law can be fined up to \$35,000 or lose their eligibility to participate in federal student aid programs. Complaints about schools that have failed to comply with this law should be made to the U.S. Department of Education.

The "Campus Sexual Assault Victims' Bill of Rights" exists as a part of the campus security reporting requirements, commonly known as the Jeanne Clery Act. This amendment occurred through the reauthorization of the Violence Against Women Act (VAWA), and more specifically under VAWA's Campus Sexual Violence Elimination Act (or "Campus SaVE Act") provision, Section 304. This amendment requires expanded crime reporting obligations and the implementation of specific policies, procedures, and training related to sexual violence and intimate partner violence. Penta Career Center Adult Post-Secondary Education, in accordance with The Handbook for Campus Safety and Security Reporting, includes in sex offenses; stalking, sexual assault, and dating & domestic violence. Please refer to chapter 2 for definitions of each.

Preventing and responding to sex offenses

Penta Career Center Adult Post-Secondary educates the student community about sexual assaults, stalking, dating & domestic violence, and date rape through mandatory orientation each August, as classes start. Literature on date rape education and risk reduction is available in the Adult Education office lobby.

If you are a victim of a sexual assault or other sexual offenses at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment; it is important that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation.

An assault should be reported directly to a Penta safety and security officer or other Penta representative. Filing a police report with a Penta officer does not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will: 1) ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim; 2) provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet or change clothing prior to a medical/legal exam); and 3) assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a sexual assault victim contacts the Penta safety and security representative, Perrysburg Township Police Department will be notified as well. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and Penta's safety and security department. A representative from the police department will guide the victim through the available options and support the victim in his or her decision, including the opportunity to be accompanied by an advisor of their choice. Counseling options are available from Penta through referrals offered in conjunction with the Perrysburg Township Police Department, United Way and other community agencies.

Counseling and support services outside Penta can be obtained through the evening academic coordinator and/or Adult Education supervisor. Penta disciplinary proceedings are detailed in the Adult Education student handbook. The handbook provides, in part, that the accused and the victim will each be allowed to choose an advisor, one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing.

A student found guilty of violating Penta's sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled from Penta for the first offense.

Sex offender registration

Penta is required to inform the campus community that a registration list of sex offenders will be maintained and available in the main office for Adult Education. In addition, a list of all registered sex offenders in Ohio is available online through the [Ohio Department of Rehabilitation and Correction](#).

SECTION 18. CLERY ACT DISCLOSURES

The Clery Act requires Penta to disclose three general categories of crime statistics:

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; and

Arrests and referrals for disciplinary actions for weapons: carrying, possessing, etc., drug abuse violations and liquor law violations.

Definition 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 [Penta Career Center] 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.

Consent – An affirmative, unambiguous, and conscious decision by each participant to engage in mutually agreed upon sexual activity. It must be given without coercion, force, threats, or intimidation. It must be ongoing throughout a sexual encounter and can be revoked at any time. Once consent is withdrawn, the sexual activity must stop immediately

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 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 – 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.

Bias- a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity or national origin. Although there are many possible categories of bias, under Clery, only the following eight categories are reported:

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

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

Gender Identity: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals.

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

Sexual Orientation: A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived sexual orientation.

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

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

SECTION 19. NON-DISCRIMINATION/EQUAL OPPORTUNITIES

Any form of discrimination or harassment can be devastating to an individual's academic progress, social relationships, and/or personal sense of self-worth. As such, Penta Career Center does not discriminate on

the basis of race, color, national origin, sex, disability, age (except as authorized by law), religion, military status, ancestry, or genetic information (collectively, "Protected Classes") in its educational programs or activities.

Penta Career Center also does not discriminate on the basis of Protected Classes in its employment policies and practices as they relate to students, and does not tolerate harassment of any kind.

Equal educational opportunities shall be available to all students, without regard to their membership in the Protected Classes, race, color, national origin, sex, disability, age (unless age is a factor necessary to the normal operation or the achievement of any legitimate objective of the program/activity), place of residence, or social or economic background, to learn through the curriculum offered at Penta Career Center. Educational programs shall be designed to meet the varying needs of all students.

SECTION 20. CRIME STATISTICS FOR 2017, 2018 and 2019

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. Penta Career Center's Adult Post-Secondary Education, along with Adult Post-Secondary Education personnel, prepares 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.pentacareercenter.org This report is prepared in cooperation with the Perrysburg Township Police Department and Penta Career Center's Adult Post-Secondary Education Office.

Copies of the report may also be obtained at the Adult Education Office or by calling (419) 661-6555. All prospective employees may obtain a copy online at https://www.pentacareercenter.org/AdultEd_home.aspx

Criminal offenses on campus	2017	2018	2019
Murder/non-negligent manslaughter	0	0	0
Negligent Manslaughter	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 <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	2017	2018	2019
Murder/non-negligent manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Rape	0	0	0
Fondling	0	0	0
Incest	0	0	0
Statutory rape	0	0	0
Robbery	1	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: 2019	Category of bias for crimes reported in 2019								
	2019 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	Ethnicity/nat'l origin
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate crimes on campus: 2018	Category of bias for crimes reported in 2018								
	2018 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	Ethnicity/nat'l origin
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

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

Hate crimes off campus: 2019 <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	Category of bias for crimes reported in 2019								
	2019 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	Ethnicity/nat'l origin
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
Hate crimes off campus: 2018 <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	Category of bias for crimes reported in 2018								
	2018 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	Ethnicity/nat'l origin
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0
Hate crimes off campus: 2017 <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	Category of bias for crimes reported in 2017								
	2017 Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	Ethnicity/nat'l origin
Murder/non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

VAWA offenses on campus	2017	2018	2019
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

VAWA offenses off campus <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	2017	2018	2019
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

Arrests on campus	2017	2018	2019
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	1	0
Liquor law violations	0	0	0

Arrests off campus <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	2017	2018	2019
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

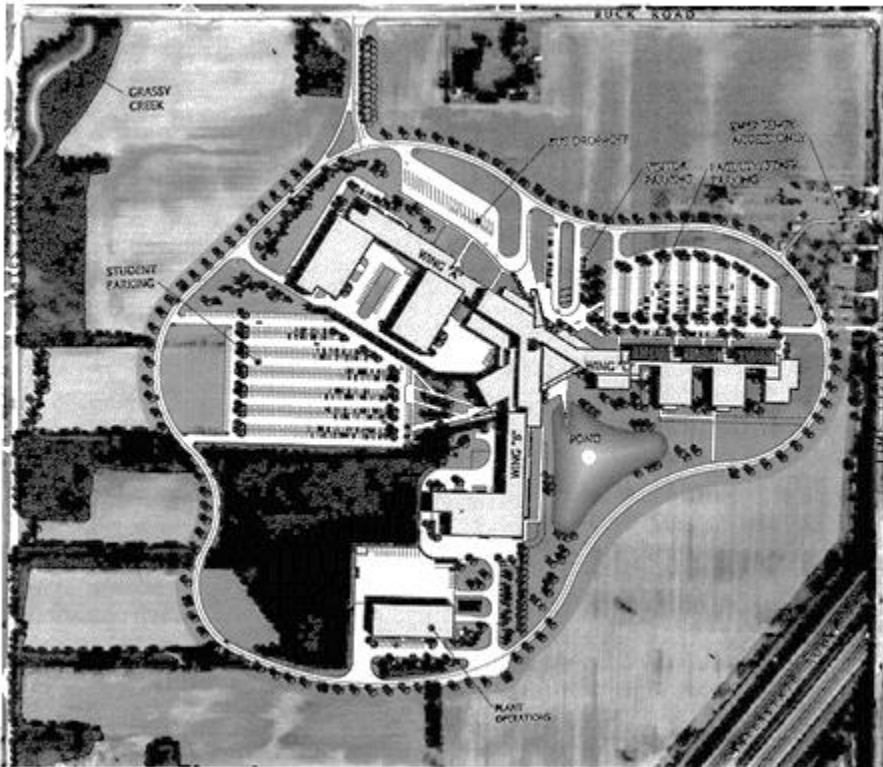
Disciplinary actions on campus	2017	2018	2019
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	1	0
Liquor law violations	0	0	0

Disciplinary actions off campus <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	2017	2018	2019
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

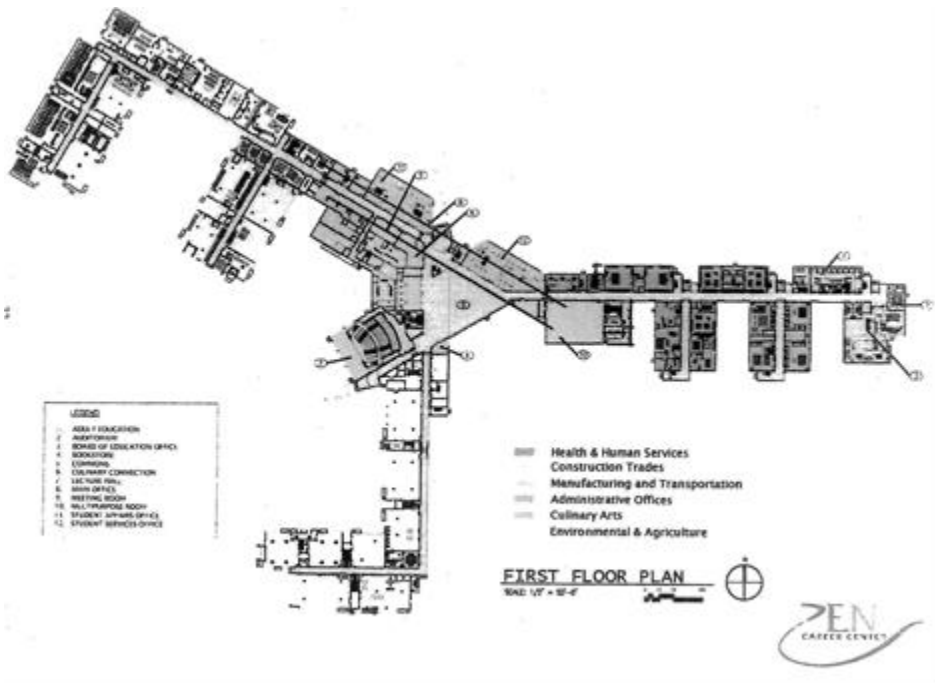
Unfounded Crimes on and off campus <i>(public property boundaries of Buck Road, Lime City Road, Bates Road and Penta Career Center/Interstate 75 property line)</i>	2017	2018	2019
Total unfounded crimes	0	0	0

SECTION 23. APPENDIX

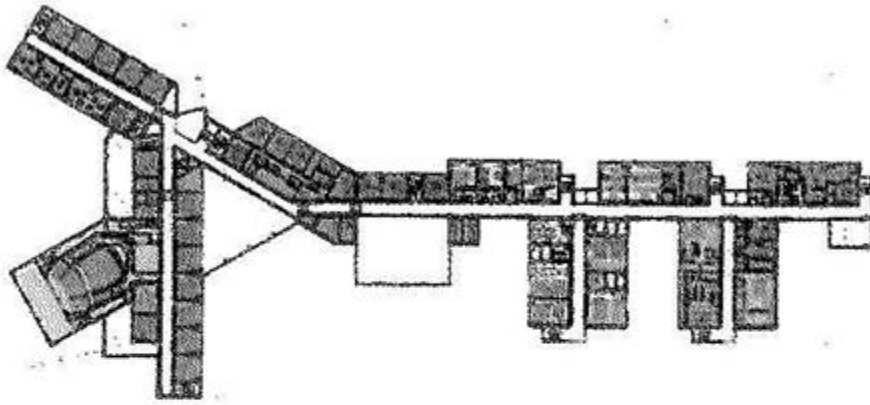
Penta Campus Map



Penta Building Map, Floor 1



Penta Building Map, Floors 2 and 3

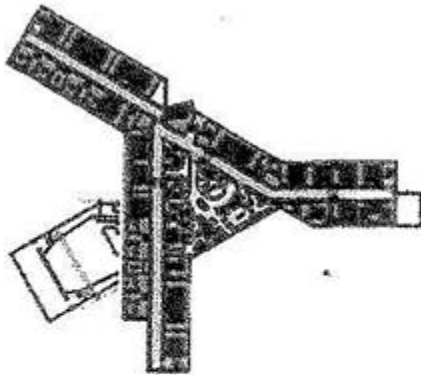


- Classrooms - Academic
- Auditorium
- Business, Management & Information Technology
- Health & Human Services

SECOND FLOOR PLAN

SCALE: 1/8" = 1'-0"

DATE: 10/10/2010



- Classrooms - Academic
- Media Center

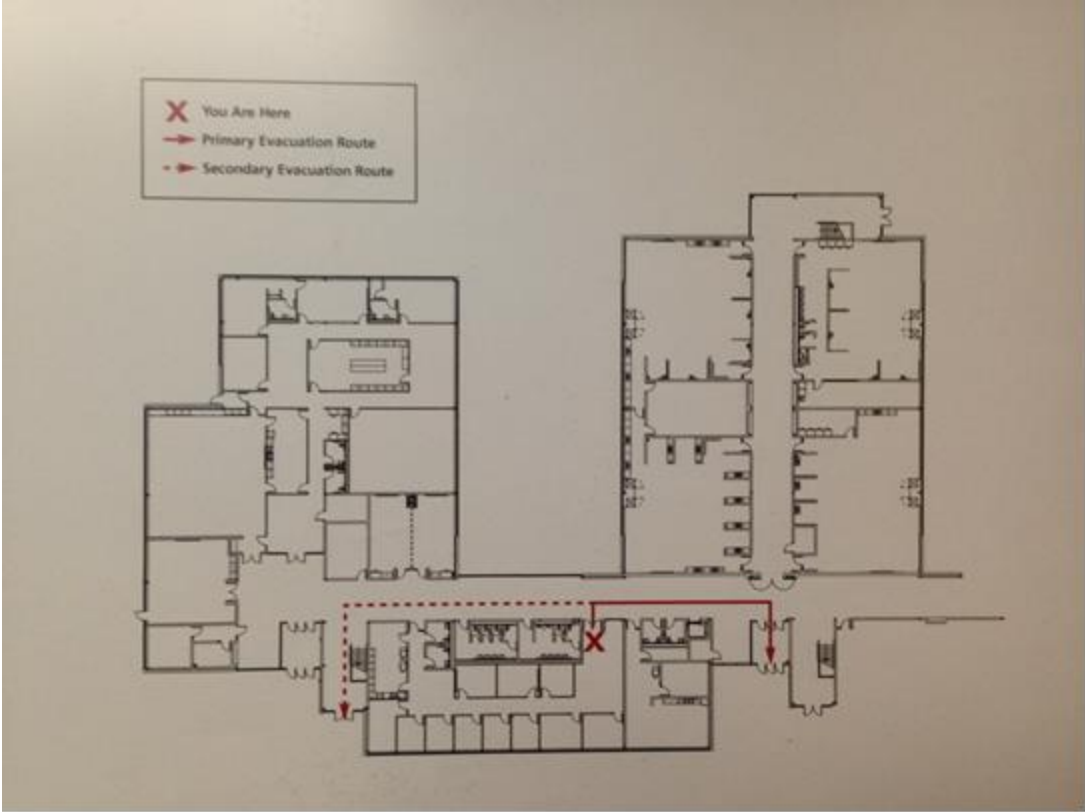
THIRD FLOOR PLAN

SCALE: 1/8" = 1'-0"

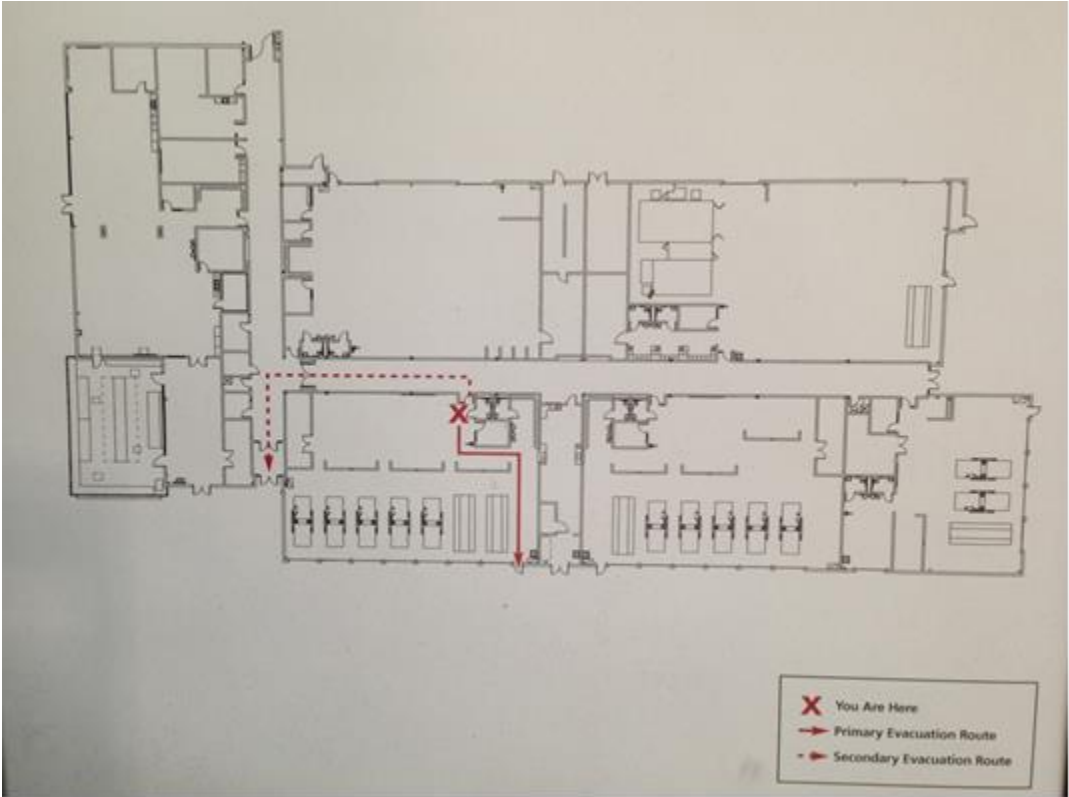
DATE: 10/10/2010



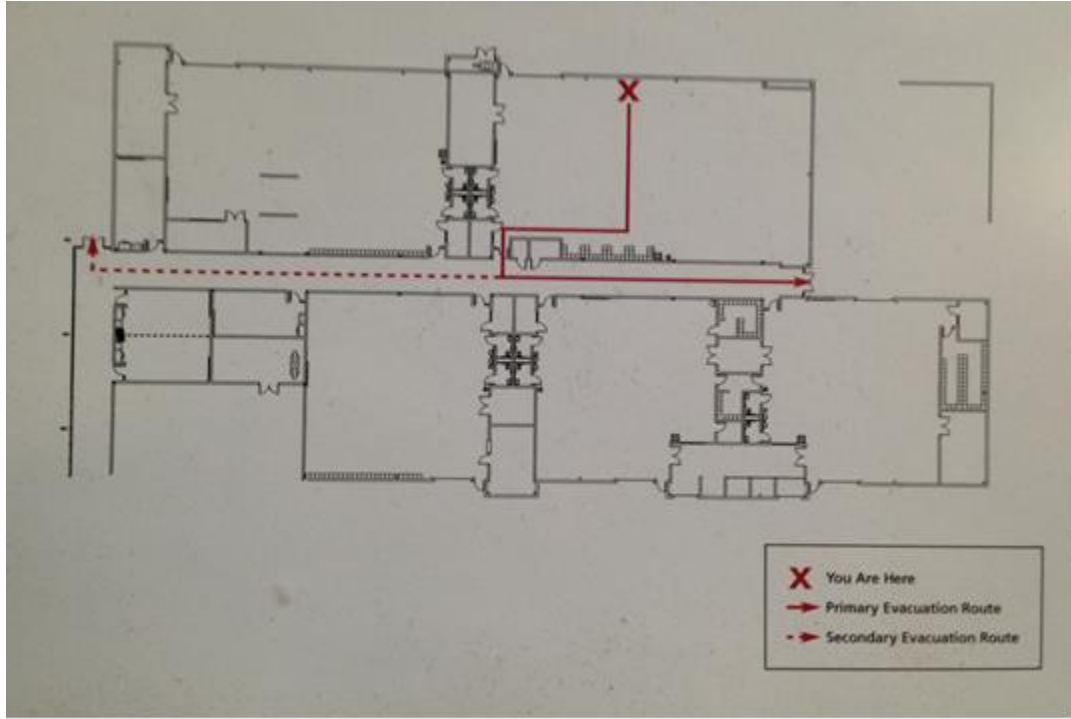
Evacuation route: Adult Education Offices



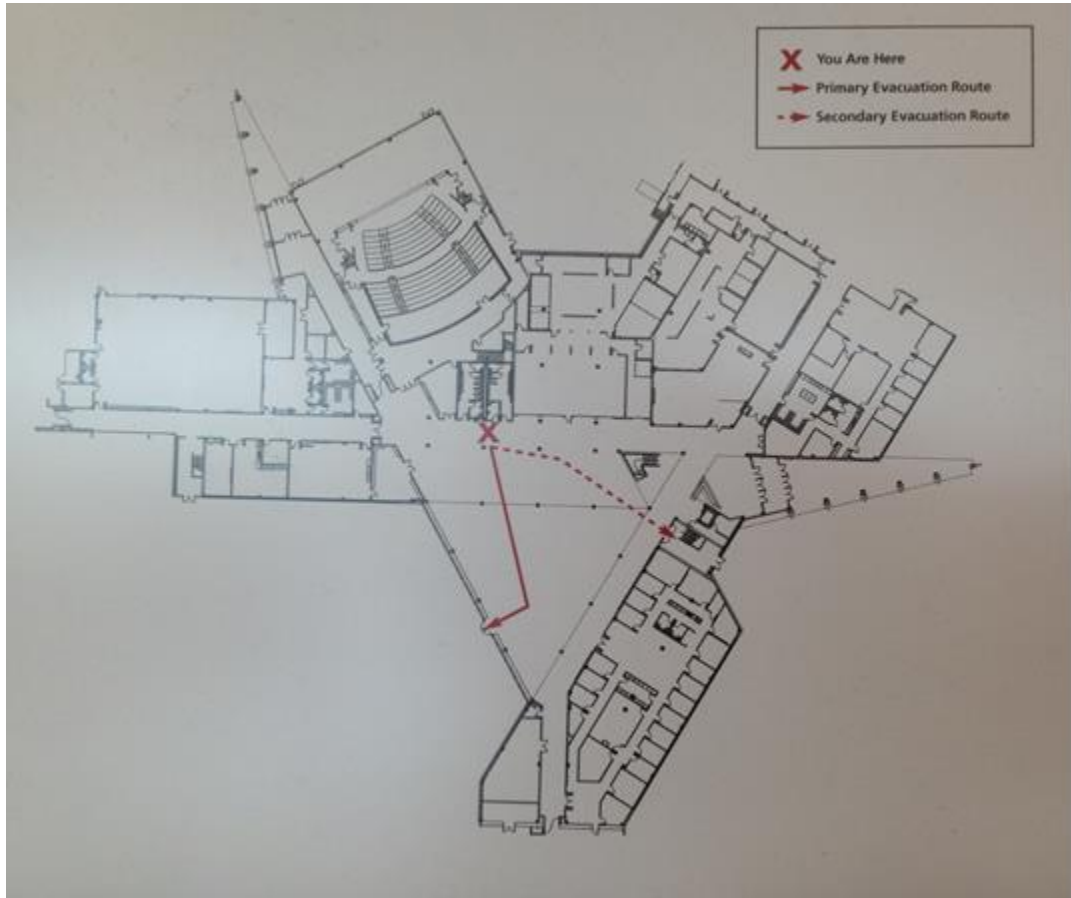
Evacuation Route: Automotive Technology



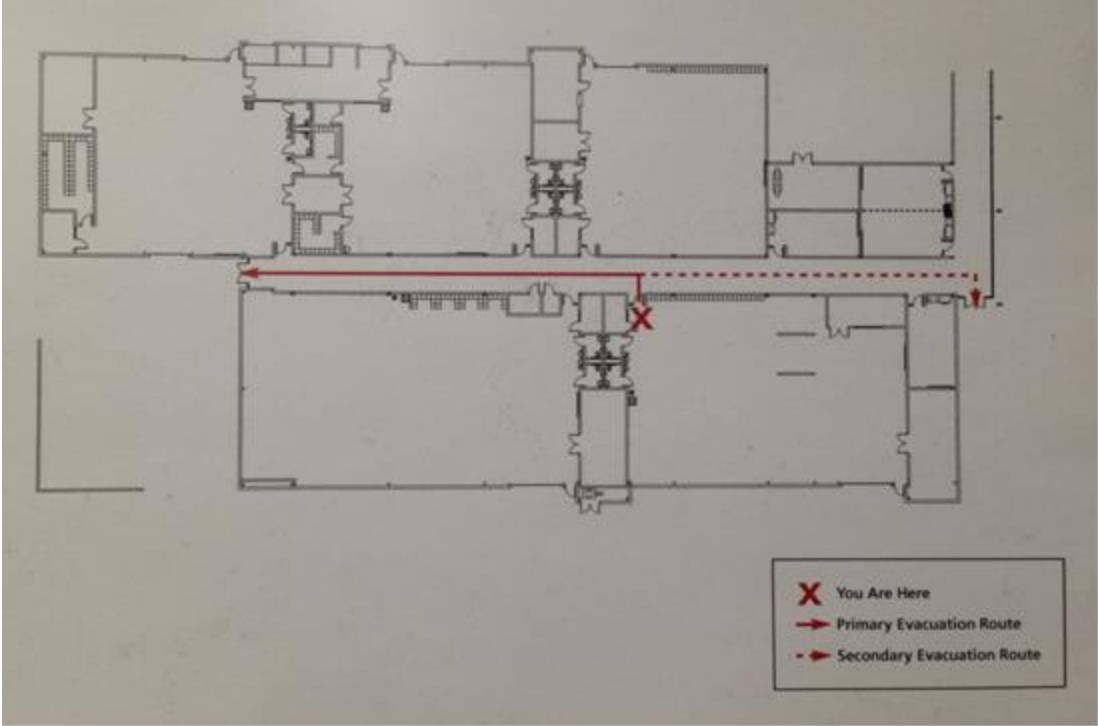
Evacuation Route: Building-Construction-Remodeling



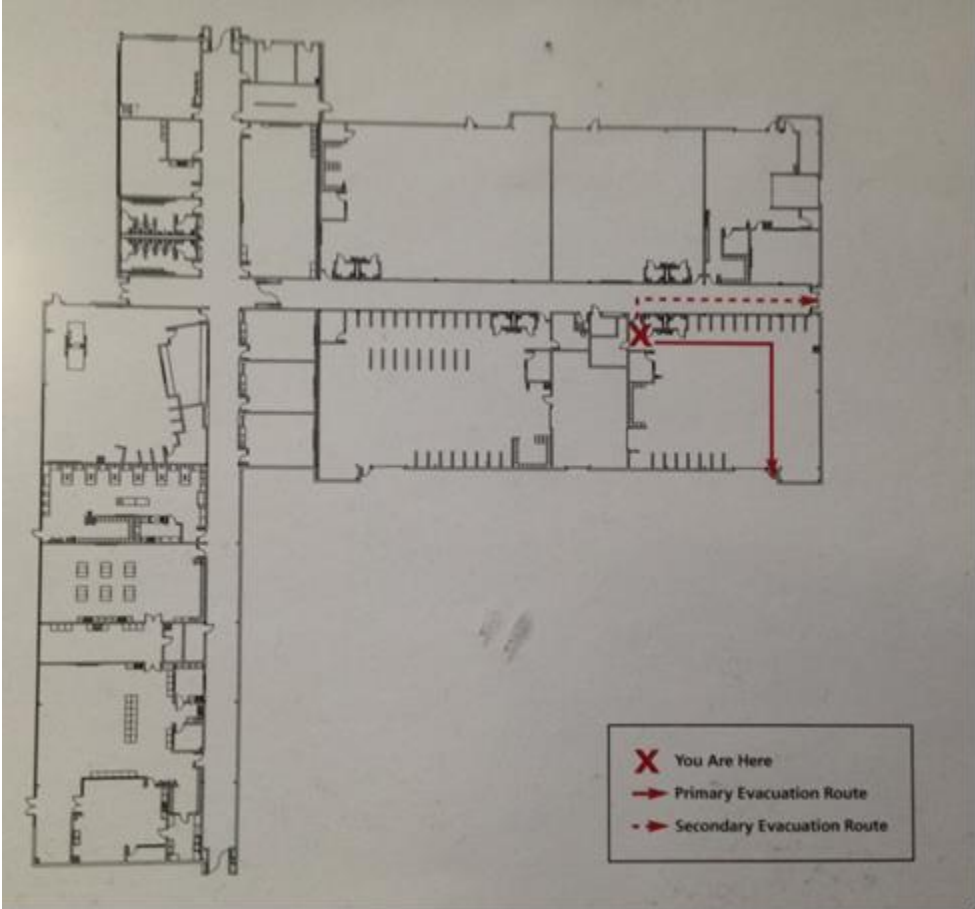
Evacuation Route: Cafeteria/Break Area



Evacuation Route: Heating-Ventilation-Air-Conditioning (HVAC)



Evacuation Route: Welding



IMPORTANT / EMERGENCY NUMBERS

Emergency Phone Numbers:		
		Office
Perrysburg Township Police	911	419.874.3551
Wood County Sheriff		419.354.9001
Fire Department / E.M.S.	911	419.874.3551
Adrienne Gurney		419.661.6484
Poison Information Center (1-800-589-3897)		419.383.3897
The Link Crisis Hotline (1-800-472-9411)		419.352.5387
Behavioral Connections		419.352.5387
Academic Program Coordinator		419.661.6503
Adult Post-Secondary Education Supervisor		419.661.6185
Wood County Job & Family Services		419.352.7566
Penta Career Center Campus Security		419.661.6189
United Way	211	
Suicide Hotline		800.273.8255
Maintenance Department		419.261.0298

LOCATIONS OF AUTOMATED EXTERNAL DEFIBRILLATORS (AEDS)

Room Number	Location
1111	Nurse's Office, North Wing
1223	Next to Adult Education Office, East Wing
1305	Faculty Planning Room, South Wing
1423	Faculty Planning Room, North Wing
2101	By Center Core Stairwell
2213	Faculty Planning Room, East Wing
2229	Faculty Planning Room, East Wing
3134	Faculty Planning Room, East Wing