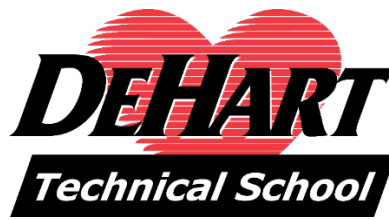


2023 Annual Campus Security Report

DeHart Technical School (the “School”) is strongly committed to the safety of its community and considers the personal safety of its students, employees and guests essential to the creation of an environment which is conducive to learning and personal enrichment. The following report is designed not only to meet the requirements set forth by government entities but also to provide the community with helpful reminders for the enhancement of personal safety throughout their everyday lives.

The School prepares this report on an annual basis to comply with the Clery Act. The report is prepared annually in cooperation with local law enforcement surrounding the School. Crime, arrest and referral statistics include those reported to campus security, other School officials, and law enforcement agencies. The Annual Campus Security Report includes statistics from the previous three calendar years concerning specific reported crimes that have occurred on the School’s campus, and on public property within or immediately adjacent to, and accessible from, the School’s campus. This report also includes information on how the School communicates to students, employees and the larger community about emergency or imminently dangerous situations; emergency preparedness; including how the School handles alcohol and drug policies, sexual assault risk reduction, prevention of and response to sexual assault, domestic or dating violence, stalking, and disciplinary processes.



2023 Annual Campus Security Report

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KEY TERMS TO UNDERSTAND IN THIS REPORT

Clery Act: The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)), commonly referred to as the Clery Act, requires colleges and universities that participate in federal financial aid programs to report annual statistics on crime on or near their campuses—including sexual assault and rape—and to develop and disseminate prevention policies.

Confidentiality: The School’s policy states that names of individuals involved in sexual misconduct cases will not be disclosed by the college, except on a need-to-know basis or as required by law. Confidentiality is not the same as anonymity—which means not being named or personally identified.

Consent: The DeHart Technical School Sexual Assault Policy requires consent to be affirmative, unambiguous and continuous, given freely by someone who has the ability to consent. Consent cannot be given when a person is incapacitated.

Dating Violence: Violence committed by a person against another person with whom he or she has been in a relationship of a romantic or intimate nature. The existence of such a relationship will be determined based on a consideration of the length of the relationship, the type of relationship, and the frequency of interactions between the persons involved in the relationship. *(This definition is based on the VAWA definition 42 U.S.C. 13925 (a).)*

Domestic Violence: Domestic violence is abuse or threats of abuse when the person being abused and the abuser are or have been in an intimate relationship (married or domestic partners, are dating or used to date, live or lived together, or have a child together). It is also when the abused person and the abusive person are closely related by blood or by marriage. See complete definition at courts.ca.gov

Prohibited Conduct: For purposes of this report, the term prohibited conduct shall include sexual violence, sexual assault, sexual harassment, sexual misconduct, stalking, dating violence, domestic violence, sexual intercourse with a person under the age of 18, exposing one’s genitals in a public place for the purpose of sexual gratification, failing to comply with the terms of a no-contact order, a suspension of any length, or any order of a Title IX coordinator, retaliation, sexual exploitation.

Responsible Employee: An employee who has the authority to take action to redress sexual violence, who has been given the duty of reporting incidents of sexual violence or any other misconduct by students to the Title IX coordinator or other appropriate college designee, or whom a student could reasonably believe has this authority or duty.

This includes, but is not limited to:

- Instructors,
- Administrators

Retaliation: Intimidation, threats, harassment, adverse changes in work or academic environments—or other adverse actions threatened or taken against a complainant or a third

party—in an attempt to retaliate against, prevent, or otherwise obstruct the reporting of sexual misconduct.

Sexual Assault: Any unwanted, non-consensual sexual act in which a person is threatened, coerced or forced to comply against their will, or when a person is unable to give consent because they are a minor, unconscious, asleep or incapacitated due to drugs or alcohol. A perpetrator(s) of sexual assault may be known or unknown to the victim. He or she could be a date, partner, spouse, acquaintance, family member or stranger.

Sexual Harassment: Unwelcome conduct or behavior of a sexual nature. Sexual harassment includes sexual violence (see definition below). Both violent and nonviolent sexual harassment are prohibited by the School. Sexual harassment can include unwelcome sexual advances; requests for sexual favors; and other verbal, nonverbal, or physical conduct of a sexual nature. Sexual harassment creates a hostile environment when the conduct is sufficiently serious to limit or deny a person’s ability to participate in or benefit from the School’s educational programs or when it affects employment—and it is prohibited.

Sexual Misconduct: Sexual harassment, sexual violence, dating violence, domestic assault, domestic violence, rape, sexual assault, sexual exploitation, and stalking.

Sexual Violence: Physical sexual acts perpetrated against a person’s will or when a person is incapable of giving consent due to use of drugs or alcohol, or due to an intellectual disability or other disability. Sexual violence includes rape, sexual assault, sexual battery, and sexual coercion.

Stalking: A knowing or an intentional course of conduct involving repeated or continuing harassment of another person that would cause a reasonable person to feel terrorized, frightened, intimidated, or threatened and that actually causes the victim to feel terrorized, frightened, intimidated, or threatened. The term does not include statutorily or constitutionally protected activity.

Title IX Coordinator: The individual designated by the college to coordinate the college’s compliance with Title IX and respond to allegations of sexual misconduct by members of the college community.

Violence Against Women Act (VAWA): The Violence Against Women Act established federal legal definitions of domestic violence, dating violence, sexual assault, and stalking.

Campus Crime Statistics: DeHart Technical School’s Campus Crime Statistics (covering the previous three years) lists crimes reported to the School that occurred on campus, and on public property within or immediately adjacent to and accessible from the campus. The data follows at the end of this report.

Emergency Contact Information: It is the responsibility of all faculty, staff and students to maintain current and accurate emergency contact information on file. This information is our source for warning systems and notification, and incomplete/ outdated records will impact our ability to connect with you or your family, if you are unable too.

CAMPUS SECURITY CONTACT INFORMATION

Safety Compliance Officer: Steven Litt

Office: Front Office

Phone: 209-523-4578

Office Hours: 8am - 5pm

Email: steven@dehartinc.com

Safety

DeHart Technical School strives to provide a safe and healthy school environment. In compliance with the Student Right-to-Know and Campus Security Act of 1990 and to ensure a safe, secure environment, the school has adopted the following procedures:

1. Students & staff should report all criminal acts or other emergencies occurring on campus to the Front Office, which is located in the lobby. Incidents may be reported by phone at (209) 523-4578/ (209) 497-6105 or in person. The Front Office will write an incident report and if necessary, distribute it to the proper agencies, including, but not limited to, local fire and police departments. The management staff, as well as other appropriate administrators, will be informed of the incident as well.
2. Only staff members are authorized to have keys to buildings; no students are to have access to campus facilities without staff supervision.
3. DeHart Technical School has the authority to enforce the campus Student Code of Conduct and Dress Code, and, according to the Education Code, is the liaison with local police departments in all cases of criminal actions. Any action which is a violation of the criminal code of the State must be reported to the local police.
4. Campus programs which inform students and employees about being responsible for their own security and the security of others include but are not limited to: All Staff or All school emails and posted notices. The Student Code of Conduct and the State Penal Code prohibit the possession, use and sale of alcoholic beverages and illegal drugs on campus, except as specified in the Education Code. A copy of the DeHart Technical School annual on-campus crime report is available online and available in print to all students, potential students and staff members upon request. You may request a copy from the office manager Monday – Friday from 8:00am-3:00 pm.

Emergency Notifications

The School intends to protect its students, visitors and employees from serious injury, property damage or loss, or loss of life. If a significant emergency or dangerous situation involving an immediate threat to the health and safety of students and employees occurs on campus, the School will send an SMS text message and email to employees, staff, and students to the email address and/or cellular telephone number on record with the School. The person responsible for planning, implementing and communicating urgent notifications is the Safety Compliance Officer. The responsibilities of the Safety Compliance Officer include assessing the nature and extent of emergency, coordinating appropriate response, and facilitating emergency evacuation or lockdown, as applicable.

Significant emergencies include, without limitation, fire, hazardous material spill or release, disruptive or combative person, riot or civil disturbance, earthquake, gas leak, armed intruder, and bomb threats. Widespread emergencies have the potential to prevent students and employees from reaching the School and/or may necessitate its closure.

During a widespread emergency and depending on the impact of the emergency to the School, the Safety Compliance Officer may decide to close the School, keep the School open under special conditions, or keep the School open as usual. In addition, the Safety Compliance Officer will, without delay, taking into account the safety of the student, and staff, determine the content of the notification provided to the students and staff, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The Safety Compliance Officer's decision and any related information will be communicated to the School community as follows:

School personnel will record a status message that can be heard on the main campus phone number. The message will be updated as necessary.

- The School will make every reasonable effort to post status signs on the campus.
- Employees and students unable to reach the campus due to safety concerns should communicate their status by leaving a voice message, if possible, with the School.

Maps are posted throughout the School. Employees and students should be aware of how they will evacuate the School, no matter where they are located. Basic instructions include evacuating quickly and orderly, without running or panicking, to the nearest exit at the sound of the fire alarm, proceeding to the gathering area and waiting for instructions, remaining in the gathering area until given permission to leave or return to the facility.

Regularly announced and unannounced emergency response and evacuation drills/ exercises are conducted at least once per calendar year at the School. The School will document each announced or unannounced evaluation of emergency response and evacuations drills/exercise noting date, time, description of the exercise, and whether said exercise was announced or unannounced.

Timely Warnings

In the event of a verified safety concern, on School property or near the vicinity of the School, diligent efforts are made to notify students and employees.

The School takes its duty seriously to adequately notify students and employees of safety concerns in a timely manner. The School's Timely Warnings are specifically related to the requirements of the Federal Clery Act, which requires the School to notify students and employees whenever there is a threat that a serious crime is ongoing. The Clery Act defines certain crimes that require a timely warning. Examples include but are not limited to:

- Criminal Homicide: Murder/Non-negligent Manslaughter
- Negligent Manslaughter
- Robbery
- Aggravated assault

- Burglary
- Motor vehicle thefts
- Hate Crimes
- Persons with weapons
- Sex Offense: Rape
- Sex Offense: Fondling
- Sex Offense: Incest
- Sex Offense: Statutory Rape

VAWA Offenses:

- Domestic Violence
- Dating Violence
- Stalking

This timely warning information is provided in an appropriate manner in order to prevent similar crimes from occurring and to protect the personal safety of students and employees. Anyone with information that would warrant a timely warning should report by phone or in person the circumstances giving rise to the timely warning to the Safety Compliance Officer. The issuance of a timely warning notice must be decided on a case-by-case basis and will not include any information that would identify the victim. In the event that a situation arises, either at the School or in the vicinity thereof, that, in the judgment of the Safety Compliance Officer, constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued.

Information will be released through security alerts posted prominently throughout the School, through the School’s email system and/or through the use of a text messaging system.

FERPA does not preclude an institution’s compliance with the timely warning provisions of the campus security policies. FERPA recognizes that information can, in the case of an emergency, be released without consent when needed to protect the health and safety of others.

Reminders from Campus Security Personnel

- Do not leave valuable articles in open view in your office or workspace; place them in a locked desk drawer or a sheltered location.
- If you work in a School office, get in the habit of closing and locking your office door each time you leave the office unattended.
- Be alert for strangers within the campus environment. If you see an unfamiliar face in the vicinity, proceed to your work/class area, then report the matter immediately.
- Park your car in well lit, designated parking areas, utilizing DeHart Plumbing, Heating and Air Inc. stalls whenever possible. Do not leave items in your car which are visible from the outside; rather, place the items in the locked trunk of your car, or under a car seat, if possible.
- Lock all car doors, and check them, before leaving your parked car. Keep your car key in your hand until you are in a well-lighted or heavily trafficked area. This will allow you to rapidly re-enter your vehicle, should you see a suspicious person in the area.
- At night, travel in well-lit areas. Travel on the most directly and highly traveled paths. Do not take shortcuts through dark or deserted areas.

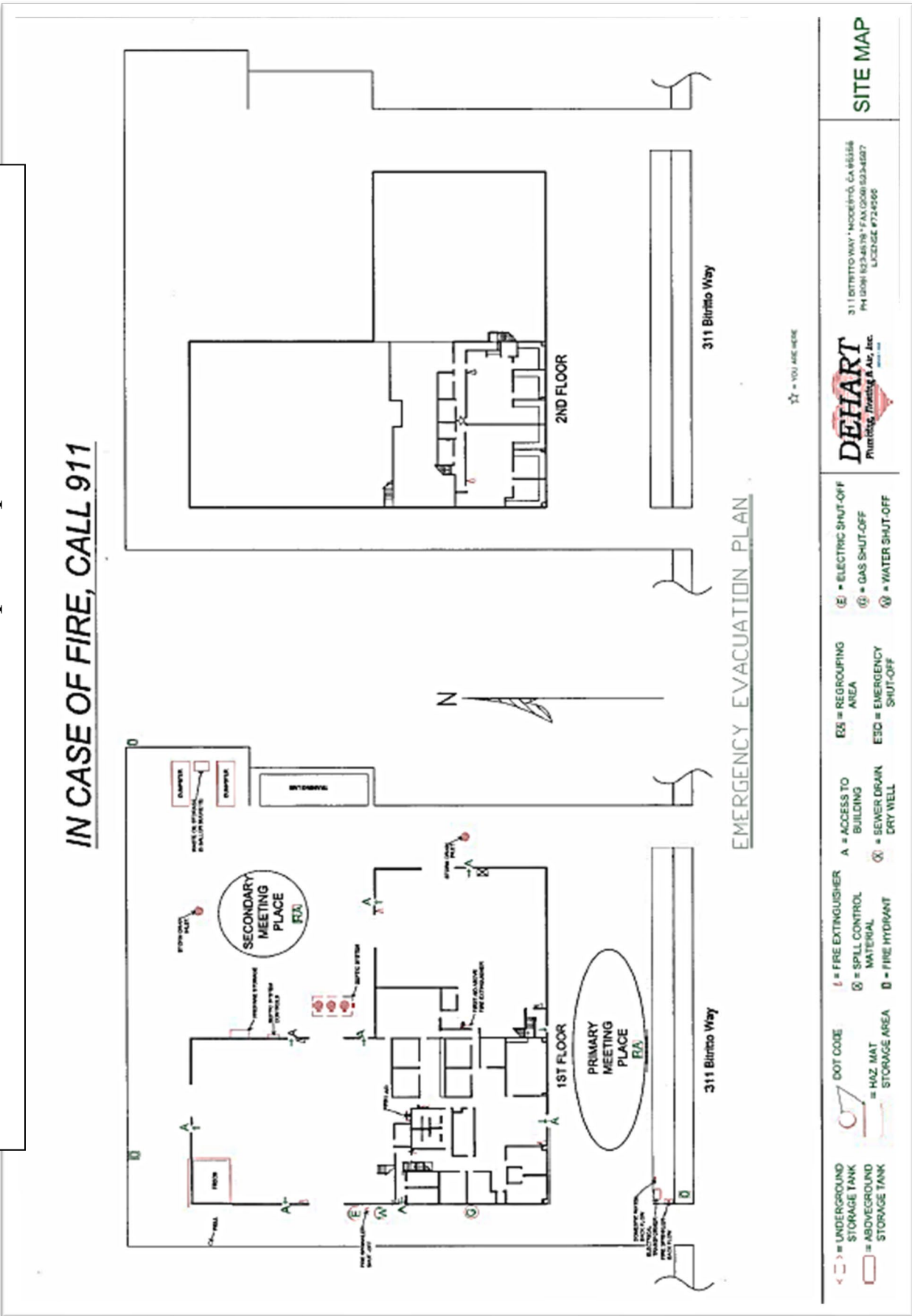
- When you approach your car, have your keys ready. Look into the back and front seats to make sure the car is empty before you get in.
- You may want to invest in a mechanical locking device or electronic alarm system for your car. If you have such a device/ system, ensure that you use it each time you park your car.
- Have a plan of action in mind, should you be accosted. If you have an authorized antipersonnel protection device (e.g. mace or pepper spray) with you, ensure that it is readily accessible and ready for use.
- In case of a personal attack, scream as loudly as you can and run toward a more lighted or highly trafficked area. Do not voluntarily enter an assailant's automobile to go with an assailant to a more remote location.
- Try to note the size and physical characteristics of your assailant, as well as the color and make of car (if appropriate) and give the person to whom you are reporting the crime as much information as you can.
- If you are not able to report the crime immediately, jot down your recollections so that you can better recall the information when you do report the crime.

Evacuation Procedures

DeHart Technical School has established the following procedures in the case of an emergency occurs such as a fire, earthquake, or any other situation that may cause a threat to employees.

1. Remain Calm.
2. Proceed safely down the stairs using the handrails.
3. Exit the building using the nearest safe exit and proceed to a designated meeting place area (see below).
4. Department heads and security liaisons should ensure all their staff have left the office. Close your office doors as you leave.
5. If you are a disabled individual and have mobility difficulties, the stairwell landing is a safe zone for you to seek refuge until emergency personnel can safely bring you down.
6. Each department will have its own departmental-specific duties to carry out in the event of evacuation. These procedures may include and are not limited to the following:
 - a. Secure cash and files (close and lock fire safes).
 - b. Secure all important documents and guest information ((close and lock fire safes).
 - c. Bring employee/student emergency telephone list.

2022 DeHart Technical School Campus Map and Evacuation Plan



SCHOOL VIOLENCE

We do not tolerate threats or acts of violence in the workplace and we are working to ensure that workplace security is an integral part of our Injury and Illness Prevention Program. This includes such things as physical violence and fighting, but also includes vulgar or abusive language, threatening, intimidating or coercive behavior aimed directly or indirectly at any employee or person doing business with us.

One thing that can be done is for all employees to treat each other in a considerate and respectful manner. You should feel free to report, without fear of retaliation, any condition that you believe poses a safety, health or security risk in the workplace. We will investigate such reports promptly and thoroughly and take appropriate corrective action to support this policy. We will consider any comments or jokes regarding threats of violence as serious, and deal with them as outlined above.

Weapons Policy

In order to ensure a safe environment for employees and customers, we prohibit the wearing, transporting, storage, or presence of firearms or other dangerous weapons in our facilities or on our property. Any employee in possession of a firearm or other weapon while on your facilities/property or while otherwise fulfilling job responsibilities may face disciplinary action including termination. Possession of a valid concealed weapons permit authorized by the State of California is not an exception under this policy.

Firearms or other dangerous weapons mean:

- Any device from which a projectile may be fired by an explosive
- Any simulated firearm operated by gas or compressed air
- Sling Shot
- Sand Club
- Metal Knuckles
- Any spring blade knife
- Any instrument that can be used as a club and poses a reasonable risk of injury

This policy does not apply to:

- Any law enforcement personnel engaged in official duties
- Any security personnel engaged in official duties
- Any person engaged in military activities sponsored by the federal or state government, while engaged in official duties

Staff or security personnel will request any visitor found in possession of a firearm or other dangerous weapon to remove it from the facility. The client or visitor may also be removed from the property, and local law enforcement authorities will be notified promptly.

VAWA (Violence Against Women Reauthorization Act of 2013)

Prevention and Awareness Programs for All Students and New Employees.

Domestic Violence, Dating Violence, Sexual Assault and Stalking:

DeHart Technical School is committed to promoting and maintaining a community in which staff, faculty and students work and learn in an environment free from all forms of harassment, exploitation, intimidation or violence. **DeHart Technical regards all forms of or attempts at domestic violence, dating violence, sexual assault, stalking or related misconduct as serious offenses that may result in suspension, expulsion or termination of employment.** DeHart Technical prohibits retaliation against an individual because that individual exercised their rights or responsibilities under Title IX of the Education Amendments or the Violence Against Women Reauthorization Act of 2013 (VAWA). Staff and students are required to report any instances or expressed concerns regarding dating violence, domestic violence, sexual assault, and stalking to school Officials.

The School recognizes that students and employees have the right to determine their own personal associations and the level of intimacy in each. However, it is the School's objective that friendships and intimacy be completely voluntary and free from physical, sexual or mental coercion. In addition, members of the School community, guests, and visitors have the right to be free from all prohibited behavior set forth above.

Any reported incidents of domestic violence, dating violence, sexual assault and stalking will be immediately handed over to the School Director/Dehart Air Inc.'s Director of Human Resources for preliminary assessment and investigation, which may include consultation with 3rd party legal representation. Any substantiated claims will be referred to local law enforcement authorities promptly.

The School specifically prohibits the crimes of discrimination, harassment, sexual violence, sexual harassment, domestic violence, dating violence, sexual assault and stalking. Disciplinary action will be taken promptly against any student or employee, supervisory or otherwise, who has been found to have engaged in harassing (including bullying), discriminatory, or violent behavior. Individuals who violate these policies will be subject to disciplinary action that may include removal from campus, suspension, dismissal or termination, or any other appropriate institutional sanctions or any other means necessary to correct the situation. Prosecution by governmental authorities may also occur.

Non-supervisory employees complete the 1-hour training session titled **Sexual Harassment Prevention Training for California Employees**. Description: *This training session for employees of California employers teaches how to identify and prevent different types of harassment, as well as gain essential skills for creating a harassment-free workplace, such as bystander intervention and prevention of bullying. The employee training requirements of California law SB 1343 are satisfied with this course. This course features closed captioning.*

Supervisory employees complete the 2-hour training session titled **Sexual Harassment Prevention Training for California Managers**. Description: *This training session for California employers educates managers on how to prevent unwelcome and harassing behavior from occurring in their workgroups and provides guidance on how to appropriately respond to*

unacceptable behavior. California-specific laws including AB 1825, SB 292, AB 253 and SB 1343 are satisfied with this course. This course features closed captioning.

Programs

All DeHart Technical School staff/management complete 1 to 2 hours of approved FERPA training during the DeHart Technical School on-boarding process and are required to notify school officials when more than one, non-FERPA compliant inquiry are made, to prevent stalking and unauthorized release of student education records.

All DeHart Technical School staff/management undergo approved sexual harassment and prevention training for California employers as part of the Dehart Plumbing, Heat & Air Inc. On-boarding process, consistent with state requirements. DeHart Technical School has a responsibility for creating and maintaining a positive environment. If you believe you have been a victim of harassment, sexual harassment, discrimination, retaliation, or have been a witness to such harassments, it is your responsibility to report immediately.

A complaint of sexual harassment may be filed within one year of the harassment with the California Department of Fair Employment and Housing (“DFEH”). The DFEH initially serves as a neutral factfinder and attempts to help the parties voluntarily resolve the complaint. The DFEH can be contacted at (800) 884-1684; or for the hard of hearing, (TTY) (800) 700-2320; or visit the department’s website at www.dfeh.ca.gov. A complaint of sexual harassment also may be filed within 300 days of the harassment, with the Equal Employment Opportunity Commission (EEOC), reached by calling (800) 669-4000 or for the hard of hearing, (800) 669-6820. EEOC field office information is available at www.eeoc.gov.

Bystander Intervention

The Clery Act defines bystander intervention as, “Safe and positive options that may be carried out by an individual or individuals to intervene or prevent harm where there is risk of domestic violent, dating violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.” (34 CFR 668.46(j) (2) (ii)).

All School students, guests and employees have a responsibility to create a safe, supportive, and inclusive School community. Bystander intervention involves taking action in a situation when someone needs assistance. This also includes someone who is at medical risk due to using drugs or alcohol, or vulnerable to sexual or domestic/dating partner violence. To actively intervene:

- Pay attention to those around you.
- Be aware that someone is taken advantage of, vulnerable, or in danger – trust your gut feeling and react.
- Take personal responsibility to intervene.
- Make a decision how to respond appropriately – do not put yourself at risk or make the situation worse.
- Decide to intervene – this could mean direct intervention, delegation by seeking help from others, specifically someone in authority, or a distraction.

If you are not able to actively intervene, consider responding by asking the victim if they need help or assistance, contacting the police or Safety Compliance Officer.

DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

The Drug and Alcohol Abuse Prevention Program policy applies to all students and to all employees. The unlawful possession, use, or distribution of illicit drugs, controlled substances and alcohol are strictly prohibited at DeHart Technical School. Students or employees not complying with this standard will be subject to sanctions. Sanctions may include the immediate termination/probation from employment or in the case of a student, termination/probation from school. The school will notify the student or employee in writing if the school becomes aware of any violation of this policy. The student and or employee may request a formal hearing after receiving said notice. Three members from the faculty and staff will comprise the hearing board. If the student or employee fails to request a hearing within three business days, then immediate termination will take place. If a hearing is requested, the board will notify the student or employee of the date the hearing will take place. The student or employee has the right to be represented by legal counsel for this purpose. The hearing board will take testimony from all individuals involved in the case. The school's administration will be notified of the board's decision. In all cases the board's decision will be final. The school's administration will notify the student or employee of the board's decision.

Drug Advising

Throughout California, drug prevention is a major concern. As a point of information, the school maintains a drug prevention program by referring those students needing assistance to:

- **New Hope Recovery** 823 E Orangeburg Ave, Modesto, CA 95350 Phone (209) 818-0677 newhope-recovery.org

SUPPORT, RESOURCES, REFERRALS, AND FORMAL COMPLAINTS

Awareness and Prevention Training Programs

Through the Title IX Coordinator, the School is committed to educating the School community of the impact that Prohibited Conduct has on an individual and the broader School community. The School will provide post prevention and education resources and information upon request regarding Prohibited Conduct to victims. The School will refer victims as necessary to other resources and can help with filing a police report within any jurisdiction. Students and employees may contact the Safety Compliance Officer or Title IX Coordinator for any type of resources.

Rights & Options

The School will provide any student or employee who reports Prohibited Conduct, whether the offense occurred on or off campus, a written explanation of their rights and options. The written explanation identifies the rights and sources of counseling, advocacy, support, and legal options.

Seeking Medical Attention, Preserving Evidence and Risk Reduction

Regardless of whether the incident is reported to the police, it is important to seek immediate medical attention. Even if, there is no evidence of serious injury. A sexual assault forensic examination (“SAFE”) will preserve evidence. Therefore, any person who has been subjected to physical sexual violence is urged to go as quickly as possible to the emergency room at any local hospital for medical attention. For a list of hospitals closest to each campus, contact the Safety Compliance Officer.

Victims are encouraged to preserve all physical evidence. It is important to preserve evidence of any offense. In cases of sexual assault or misconduct, dating violence, domestic violence, or stalking, preservation of physical evidence is important to facilitate the identity and successful prosecution of the offender or to seek an order of protection.

Victims/Survivors of sexual assault, domestic and dating violence and stalking are encouraged to also preserve evidence by saving instant messages, text messages, social media pages, other communications, pictures, logs or other useful information to an investigation.

Prevention

In addition, the School includes the following information regarding prevention and risk reduction.

If you find yourself in the position of being the initiator of sexual behavior, you owe sexual respect to your potential partner and yourself. These suggestions may help you avoid committing a nonconsensual sexual act and reduce your risk of being accused of sexual misconduct:

1. Clearly communicate your intentions to your sexual partner and give them a chance to clearly communicate their intentions to you.
2. Understand and respect personal boundaries. Do not pressure a potential partner.
3. **DON'T MAKE ASSUMPTIONS** about consent; about someone's sexual availability; about whether they are attracted to you; about how far you can go or about whether they are physically and/or mentally able to consent. If there are any questions or ambiguity, then you **DO NOT** have consent and you should stop.
4. If you think you are receiving unclear or conflicting messages from your partner, this is a clear indication that you should stop, defuse any sexual tension, and communicate better.
5. Don't take advantage of someone's drunkenness, drugged, or otherwise incapacitated state, even if they did it to themselves.
6. Realize that your potential partner could be intimidated by you, or fearful. You may have a power advantage simply because of your gender or size. Don't abuse that power.
7. Understand that consent to some form of sexual behavior does not automatically equal consent to any other form of sexual behavior.
8. Silence and passivity cannot be interpreted as an indication of consent. Read your potential partner carefully, paying attention to verbal, non-verbal communication, and body language. If you are not sure, stop.

Risk Reduction

Risk reduction tips can, unintentionally, take a victim-blaming tone. With no intention to victim-blame, and with recognition that only those who commit sexual violence are responsible for such conduct, these suggestions may nevertheless help you to reduce your risk of experiencing a non-consensual sexual act.

1. If you have sexual limits, make them known as early as possible.
2. If you do not want to engage in a particular activity, tell the other person “NO” clearly and firmly.
3. Try to remove yourself from the physical presence of a sexual aggressor, if you can do so safely.
4. If someone is nearby, ask for help or if it is safe to do so, text or call someone.
5. Take affirmative responsibility for your alcohol intake/drug use and acknowledge that alcohol/drugs lower your sexual inhibitions and may make you vulnerable to someone who views a drunk or high person as a sexual opportunity.
6. Take care of your friends and ask that they take care of you. A real friend will challenge you if you are about to enter a dangerous situation. Respect them when they do.

PROHIBITED CONDUCT REPORTING PROCEDURES

An individual who is the victim of any Prohibited Conduct and has knowledge of another person being the victim of such misconduct or believes in good faith that he/she has witnessed a possible warning sign of Prohibited Conduct, they are encouraged to make a formal report to the Safety Compliance Officer, and/or the Title IX Coordinator and/or local law enforcement authorities.

Whether or not a victim or a witness elects to report behavior constituting Prohibited Conduct, warnings signs to the police, he/she is urged to contact the Safety Compliance Officer, and/or the Title IX Coordinator.

DeHart Technical School Title IX Coordinator can be reached at:

Coordinator: Steven Litt
Office: Front Office
Phone: 209-523-4578
Office Hours: 8am - 5pm
Email: steven@dehartinc.com

Lodging a Formal Complaint

If a student has been the subject of behavior constituting Prohibited Conduct or has witnessed another individual of the School community being subjected to such acts, he/she may file a formal complaint. Complaints can be made in person or in writing. If in writing, the complaint must be legible, dated, and addressed to the Title IX Coordinator, and/or the Safety Compliance Officer.

Complaints should generally be submitted within 180 days, and failure to timely report will impede the School's ability to effectively investigate and respond. However, School will investigate and take appropriate action in response to all reports regardless of when the alleged conduct occurred. The ability of the School to respond to the conduct is limited if the Respondent is no longer a member of the School community. If an employee or student leaves the School with a pending complaint against them, they will not be permitted to return to the School until the case is resolved through these procedures.

Required Reporting by Responsible Employees

In addition to the Safety Compliance Officer, and Title IX Coordinator, a report may be made to any responsible employee. The following employees of the School are designated as Responsible Employees, who are required to report incidents and relevant details of Prohibited Conduct to the Title IX Coordinator and law enforcement, if necessary:

- Managers/Administrators
- All Faculty

Confidential Reporting Procedures

All employees and faculty are designated as responsible employees of the School and are obligated to report incidents to the Title IX Coordinator, or to another designated official.

If you are the victim of a crime and do not want to pursue action with the criminal justice system, you may make a confidential report to the Title IX Coordinator or designated official. This reporting allows you to keep the matter confidential, while allowing the School to take the steps necessary to ensure the future safety of yourself and others and is an anonymous basis for inclusion in the crime statistics.

For victims who report crimes of Prohibited Conduct, the School will maintain as confidential any accommodations or protective measures provided to a victim, to the extent that maintaining such confidentiality would not impart the ability of the institution to provide the accommodations or protective measures.

School security is a serious matter and requires the cooperation and honesty of all students and employees. The filing of a false report, refusal to cooperate with either campus staff or law enforcement in the process of an investigation or being untruthful in the process of an investigation are all grounds for disciplinary action, up to and including dismissal or termination.

Confidential Reporting Options

Certain resources are not required to disclose private, personally identifiable information unless there is cause for fear for your safety, or the safety of others. Specifically, reports to members of the clergy and chaplains off-campus are confidential resources.

Supportive Services

The School is committed to providing appropriate support to employees and students who are the victims of crime on campus, including referral to appropriate agencies in the community, and leave of absence.

The School does not employ pastoral counselors, professional therapists, or psychological counselors.

INVESTIGATIONS

In the event that a student or employee is accused or suspected of committing a crime on campus, or while participating in a School-sponsored activity, the School will cooperate in full with the appropriate law enforcement agency. It may be necessary to suspend the employee or student during the course of an investigation. The School will impose the appropriate sanction, up to and including dismissal or termination, if the accused is found guilty.

DISCIPLINARY PROCEDURES

In order to support the objectives, set forth herein, the School has these policies regarding sex offenses directed against students and/or employees:

1. The offenses of criminal sexual assault, aggravated criminal sexual assault, criminal sexual abuse and aggravated sexual abuse constitute sex offenses under the law.
2. A student or employee who, while on campus is a sex offense victim, he/she is encouraged to immediately contact the Safety Compliance Officer and/or the local law enforcement agency. If the victim requests assistance from staff in reporting the offense to law enforcement agencies, reasonable support will be given.
3. Upon receiving a student or employee's report of sexual assault, domestic violence, dating violence, or stalking, whether the offense occurred on or off campus, the School will provide the student a written explanation of the student or employee's rights and options.
4. It is imperative that physical evidence be preserved. For that reason, victims of sexual offenses are asked not to wash, change clothes or otherwise clean themselves until medical personnel can examine them.
5. Although the campus does not have on-campus victim services, referral to off-campus sex offender victim services is facilitated through the Safety Compliance Officer.
6. Accusations of sex offenses reported to the School which, after investigation, determine that the conduct has occurred, may result in academic or employment disciplinary action being taken against the offender. Sanctions include suspension, dismissal or termination and/ or criminal prosecution.

7. During disciplinary hearings, both the accuser and the accused are entitled to the same opportunities to have others present during the proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice.
8. Both the accuser and accused will be notified simultaneously and in writing of; the outcome of the proceeding; appeal procedures; any change to the result before it becomes final; and when the result becomes final.
9. A victims' confidentiality will be protected, including record keeping that excludes personally identifiable information on victims.
10. Victims of sex offenses will be provided in writing counseling services through referral to the appropriate community health organization. Employees may be offered a leave of absence in accordance with existing School policy.
11. The School may change the victim student's schedule of courses depending on the nature and seriousness of the sex offense. These decisions will be based on the circumstances of the incident, the needs of the victim and the availability of resources to support the requested change. Notification will be provided verbally and in writing.

In an effort to inform and educate the School community, programs will be offered that address the issues of rape awareness, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. These programs will be directed toward prevention through awareness and are first presented during employee/student orientations and at least annually thereafter.

INVESTIGATION PROCESS AND DETERMINATION OF SANCTIONS

Information Dispute Resolution

Before pursuing the formal complaint process, every reasonable effort should be made to constructively resolve issues with students, faculty, staff, or administrators, including following procedures for formal appeal. Whenever possible and safe, and where both parties are amenable, the problem or complaint should first be discussed with the individual involved in the complaint.

If the Title IX Coordinator or their designee determines that such an informal process is appropriate under the facts and circumstances of the case, one or more of the following, or similar, methods may be utilized:

1. A meeting of the Title IX Coordinator or their designee, the Complainant, and the Respondent; and/or
2. A meeting between the Title IX Coordinator or their designee and the Respondent; and/or
3. A recommendation of training courses or seminars for either principal; and/or
4. Referral of the case to a mediator who has both legal and/or personnel relations experience.

The mediator will discuss the issues with both principals and seek appropriate actions by the principals involved to reach an acceptable solution.

If satisfactory resolution is not reached after discussion with the individual, the Complainant should contact the individual's direct supervisor or Safety Compliance Officer to attempt resolution or request a formal complaint process be initiated by the Title IX Coordinator.

The School does not require a student to contact the person involved, that person's supervisor, or the Safety Compliance Officer if doing so is impracticable, or if the student believes the conduct cannot be effectively addressed through informal means. Moreover, none of the informal resolution alternatives above are options for resolution in cases involving allegations of sexual assault.

This informal procedure is intended to resolve actual or perceived instances of harassment and discrimination through agreement and mutual understanding between the parties involved without the need for more formal action by the School. Mediation will normally be completed within four weeks, although it may take longer. If these efforts are unsuccessful or not attempted, the formal complaint process may be initiated.

Investigation Timeframe for Investigating Prohibited Conduct Complaints

The School shall use reasonable, diligent efforts to investigate reported incidents of behavior constituting Prohibited Conduct to the Complainant and Respondent within sixty (60) calendar days of the date in which the complaint was filed unless there are extenuating circumstances that prohibit the timeliness of the completion of the investigation. Time frames for investigations may vary depending on the details of a case or if possible violations occur near, during, or after School holidays, breaks, or the end of an academic period.

If an extenuating circumstance exists that prohibits the completion of an investigation within 60 calendar days, the School will inform the Complainant and the Respondent in writing of such delay.

Reporting

The School understands that students and employees may be reluctant to file complaints of Prohibited Conduct behavior, when alcohol and/or drugs were used. Whenever possible, the School will respond educationally, rather than punitively, to the use of drugs and/or alcohol so as to promote the reporting of Prohibited Conduct behavior. However, the School reserves the right to other remedies dependent upon the severity of the alcohol or drug use.

Any form of retaliation against anyone who has complained of, or formally reported, Prohibited Conduct, or has participated in an investigation of such a complaint, regardless of whether the complaint relates to the complaining person or someone else, will not be tolerated, and violates this Policy, and applicable law.

Student Conduct Proceedings

Complainants are strongly encouraged to report all forms of behavior constituting Prohibited Conduct to law enforcement. Title IX investigations are independent from court or other administrative proceedings. Discipline may be instituted against a Respondent also charged in civil or criminal courts based on the same facts that constitute the alleged violation of the Student Code of Conduct or other applicable Policy.

The School may proceed before, concurrently with, or after any judicial, criminal, or administrative proceedings, except in cases involving Prohibited Conduct. In a Prohibited Conduct investigation, the School shall proceed with investigation without undue delay, typically within fourteen (14) calendar days, in accordance with federal and state law requirements.

Step 1 – Notice:

Once a complaint of Prohibited Conduct has been received by the Title IX Coordinator, or designee, an email or letter will be sent to Complainant and Respondent, separately, with the following information:

- A description of the alleged violation(s);
- A description of the applicable policies;
- A statement of the potential sanctions/responsive actions that could result; and
- A request for an investigative interview.

Step 2 – Interim Measures and Accommodations:

Once the Title IX Coordinator or its designee has received a complaint and/or report of Prohibited Conduct, the School will make an immediate assessment to determine if any interim measures are warranted, pending an investigation. The School may take whatever measures it deems necessary in response to an allegation in order to protect an individual's rights and personal safety, the safety of the School community, or if determined to be necessary to ensure the integrity of the investigation or adjudication process.

Determinations regarding interim measures are made by the Title IX Coordinator on a case-by-case basis. Such measures include, but are not limited to, an interim suspension (immediate, temporary suspension pending the outcome of investigation and/or hearing process), a “no contact” letter (an order that an individual refrain from direct or indirect contact with another person or persons), restrictions on access to campus or areas of campus, and/or appropriate changes in academic schedule. Interim measures may include reporting the matter to the local police.

A Complainant or Respondent may request a “no-contact” letter or other protection. Not all of the measures listed in this section will be necessary in every case. If an individual identifies an interim measure that is not already provided by the School, the School will consider whether the request can be granted. In those instances where interim measures affect both a Complainant and Respondent, the School will minimize the burden on the Complainant wherever appropriate.

Step 3 – Investigation:

Upon notice of any concern regarding Prohibited Conduct behavior, the Title IX Coordinator or its designee will assess whether a formal Title IX investigation will be conducted under these procedures; and, if so, whether a formal investigation is appropriate under the circumstances. In circumstances in which the Title IX Coordinator determines that there is no ongoing risk of harm to the community and that interim measures, such as a No Contact letter, have redressed the concerns, the Title IX Coordinator may forego a formal investigation.

The School is committed to using a balanced and fair investigative process for both Complainant and Respondent. In reaching an investigative finding, the School shall use a “preponderance-of-the-evidence” standard, that it is “more likely than not” that a violation of this Policy has occurred.

Following receipt by the School of a complaint of discrimination, harassment, or sexual misconduct that alleges violation of Title IX, the Title IX Coordinator shall either perform an investigation into the allegations contained in the complaint or assign the complaint to an investigator from the staff, administration, or faculty who does not have a conflict of interest.

The investigator shall be drawn from a pre-designated pool of potential investigators who have received appropriate investigatory and Title IX training, and at a minimum receive annual training on the issues related to Prohibited Conduct and on how to conduct an investigation and hearing process that protects the safety of the victims and promotes accountability.

In all investigations conducted by the School, the investigator will make good faith and reasonable efforts to interview the Complainant, Respondent, and any witnesses (if appropriate). Both Complainant and Respondent may have an advisor present during their own investigative interview.

The Investigator will also make good faith and reasonable efforts to gather all readily available information, documents, and materials (if any) that are relevant to the case. Cell phones and other video or audio recording devices may not be used in any investigation meetings or interviews.

Once sufficient evidence has been collected, the investigator will evaluate the evidence to make a determination regarding responsibility based on the preponderance of the evidence (more likely than not) that there has been a violation of this Policy.

Step 4 - Investigative Findings:

Once the investigation has been concluded, the Title IX investigator will make a determination based on the preponderance of the evidence that the Respondent is Responsible or Not Responsible for a violation of this Policy:

Not Responsible: If after the conclusion of an investigation, the preponderance of the evidence indicates that it is NOT more likely than not that the Respondent violated this policy, the Respondent will be found not responsible for the violation.

Responsible: If after the conclusion of an investigation, the preponderance of the evidence indicates that it IS more likely than not that the Respondent violated this policy, the Respondent will be found responsible for the violation. Where a Respondent is found responsible for violation of this policy, applicable sanctions will be recommended by the investigator, in collaboration with the appropriate campus or site managers.

Whether or not a Respondent is found to be responsible, both Complainant and Respondent will be notified of the outcome of the investigative findings in writing by the investigator. Prepared by the Title IX Coordinator, the notification shall include a brief summary of the investigative process and findings, the outcome of the investigation, and an advisement of their right to appeal the investigatory findings. Thereafter, in these cases, the Title IX Coordinator will forward that determination to the appropriate party for a determination of sanctions.

Along with the notification, both parties shall receive a copy of the underlying investigatory report. A copy of the report shall be retained by the Title IX Coordinator. The investigatory report and results notification will be forwarded to the appropriate manager for their records and sanctions, if applicable. Any applicable sanctions are administered through the appropriate manager.

Determination of Sanctions:

Within five (5) calendar days of receipt of the investigatory report and results notification, the appropriate manager, upon a finding of responsibility, shall determine sanctions for student or employee respondents, and prepare a related determination, informing both parties of the sanctions to be imposed. The sanctions may include remedial or corrective actions as warranted (including, but not limited to, extension of or expansion or any interim measures already in place). In general:

- Dismissal or termination from the School is the expected sanction for any student or employee who is determined to have committed sexual assault involving sexual penetration and force and/or incapacity.
- Any determination of responsibility for committing sexual assault involving sexual penetration without force or incapacitation may result in a sanction ranging from suspension of no less than one-year or the Complainant's remaining tenure on campus (whichever is longer) to dismissal or termination from the School.
- Any determination of responsibility for committing sexual assault involving sexual contact may result in a sanction ranging from conduct warning up to dismissal or termination from the School.
- Any determination of responsibility for engaging in any other prohibited form of conduct may result in a sanction ranging from conduct warning to dismissal or termination from the School.

The appropriate manager may issue a single sanction or a combination of sanctions. In considering the appropriate the following factors will be considered:

1. the impact of the conduct on the Complainant;

2. the impact of the conduct on the community, its members, or its property;
3. the Respondent's prior discipline history;
4. how the School has sanctioned similar incidents in the past;
5. the nature and violence of the conduct at issue;
6. whether the Respondent has accepted responsibility;
7. whether the Respondent is reasonably likely to engage in the conduct in the future based on pattern and practice evidence heard and considered by the investigator and/or External Adjudicator;
8. the need to deter similar conduct by others; and
9. any other mitigating or aggravating circumstances.

Absent compelling justifications, if the Respondent has previously been found responsible under School policy to have engaged in the same or similar conduct in the past, the sanction will be dismissal or termination.

The following list of sanctions is illustrative and should not be seen as exhaustive, the School reserves the right to impose other reasonable sanctions or to combine sanctions as it deems appropriate:

Conduct Warning—A written notification that a violation of the Student or Employee Code occurred and that any further responsible finding of misconduct may result in more severe disciplinary action. Warnings are typically recorded for internal purposes only and are not considered part of a student's or employee's record. Though disclosed with a student's or employees signed consent, a student or employee who receives a warning is still considered in good standing at the School.

Loss of Privileges—Denial of the use of certain School facilities or the right to participate in certain activities or to exercise certain privileges for a designated period of time.

Educational Requirements/Referrals—the School reserves the right to impose counseling or substance assessments or other required educational or employment sanctions.

Suspension—The separation of a student or employee from the School for a specified period of time, after which the student or employee is eligible to return. Conditions for return may be required and will be included in the notification of suspension.

During the period of suspension, the student or employee may not participate in School activities; and may be banned from all property owned or operated by the School. Students or employees who are suspended may not be on campus without specific, written permission of the appropriate manager.

Suspension is for a designated period of time and includes the probability of more severe sanctions, including dismissal or termination, if found responsible for violations of the Student Code.

Termination—termination is the permanent separation of the employee from the School. Employees who have been terminated may not be on campus without specific, written permission from the appropriate manager.

Dismissal – dismissal is the permanent separation of the student from the School. Students who have been dismissed may not be on campus without specific, written permission from the Campus President or his/her designee.

SEXUAL VIOLENCE PREVENTION AND AWARENESS PROGRAMS

All School employees are required to complete sexual harassment and sexual violence education upon hire. School directors, supervisors and managers receive additional mandatory education every two years. The School provides a training on the prevention and handling of Prohibited Conduct to all relevant personnel including staff associated with Title IX program. Communication also includes communication with the School through variety of methods, including use of email, flyers, etc.

Restraining Orders

Victims may also choose to obtain a protective or restraining order (such as a Domestic Violence restraining order or civil harassment restraining order). Restraining orders must be obtained from a court in the jurisdiction where the incident occurred. Restraining orders can protect victims' who have experienced or are reasonably in fear of physical violence, Sexual Misconduct, Domestic Violence, Dating Violence, or Stalking. The Title IX Coordinator can offer assistance with obtaining a protective order or restraining order.

Sex Offender Registration

The Campus Sex Crimes Prevention Act (CSCPA) of 2000, a federal law, requires institutions of higher education to provide the School campus community with information on where to obtain information on registered sex offenders. In the State of California, convicted sex offenders must register with the Sex Offender Tracking Program maintained by the California Department of Justice and is provided for the purposes including the protection of the general public. The California Department of Justice is responsible for maintaining this registry, located at <http://www.meganslaw.ca.gov>.

CONFIDENTIALITY AND REPORTING

External Reporting

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the "Clery Act") CSAs have a duty to report certain misconduct for federal statistical reporting purposes. All personally identifiable information is kept confidential, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location for publication in the annual Campus Security Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime, to ensure greater community safety. Mandated federal reporters include:

student/conduct affairs, student activities staff, human resources staff, advisors to student organizations and any other official with significant responsibility for student and campus activities. The information to be shared includes the date, the location of the incident (using Clery location categories) and the Clery crime category. This reporting protects the identity of the victim and may be done anonymously. There are very limited circumstances in which School may remove reports of crimes that have been determined to be “unfounded” by law enforcement officials. In addition, the School is required to report to the U.S. Department of Education and disclose in the annual Campus Security Report the number of crimes that were “unfounded” and subsequently withheld from its crime statistics.

Confidentiality

If you report to local Police/ law enforcement about Sexual Violence, law enforcement are required to notify you that your name will become a matter of public record unless confidentiality is requested. If you request that your identity be kept confidential, your name will not become a matter of public record and law enforcement will not report your identity to anyone else at the School, including the Title IX Coordinator.

DeHart Technical School is required by the federal Clery Act to report certain types of crimes (including certain sex offenses) in statistical reports (as seen below). However, while the School will report the type of incident in the annual crime statistics report known as the Annual Security Report, your name/identity will not be revealed.

CAMPUS CRIME STATISTICS 2020-2022

Criminal Offenses – On Campus

Criminal Offense:	Year	2020	2021	2022
Murder/Non-negligent manslaughter		0	0	0
Manslaughter by Negligence		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 (not from a motor vehicle)		0	0	0
Arson		0	0	0

Criminal Offenses – Public Property

Criminal Offense:	Year	2020	2021	2022
Murder/Non-negligent manslaughter		0	0	0
Manslaughter by Negligence		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 (not from a motor vehicle)		0	0	0
Arson		0	0	0

Hate Crimes – On Campus

Criminal Offense:	Year	2020	2021	2022
Murder/Non-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 (not from a motor vehicle)		0	0	0
Arson		0	0	0

Simple Assault	0	0	0
Larceny-theft	0	0	0
Intimidation	0	0	0
Destruction/Damage/Vandalism of Property	0	0	0

Hate Crimes – Public Property

Criminal Offense:	Year	2020	2021	2022
Murder/Non-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 (not from a motor vehicle)		0	0	0
Arson		0	0	0
Simple Assault		0	0	0
Larceny-theft		0	0	0
Intimidation		0	0	0
Destruction/Damage/Vandalism of Property		0	0	0

VAWA Offenses – On Campus

Criminal Offense:	Year	2020	2021	2022
Domestic Violence		0	0	0
Dating Violence		0	0	0
Stalking		0	0	0

VAWA Offenses – Public Property

Criminal Offense:	Year	2020	2021	2022
Domestic Violence		0	0	0
Dating Violence		0	0	0
Stalking		0	0	0

Arrests – On Campus

Criminal Offense:	Year	2020	2021	2022
Weapons: carrying, possessing etc.		0	0	0
Drug Abuse Violations		0	0	0
Liquor law violations		0	0	0

Arrests – Public Property

Criminal Offense:	Year	2020	2021	2022
Weapons: carrying, possessing etc.		0	0	0
Drug Abuse Violations		0	0	0
Liquor law violations		0	0	0

Disciplinary Actions – On Campus

Criminal Offense:	Year	2020	2021	2022
Weapons: carrying, possessing etc.		0	0	0
Drug Abuse Violations		0	0	0
Liquor law violations		0	0	0

Disciplinary Actions – Public Property

Criminal Offense:	Year	2020	2021	2022
Weapons: carrying, possessing etc.		0	0	0
Drug Abuse Violations		0	0	0
Liquor law violations		0	0	0

Unfounded Crimes

Criminal Offense:	Year	2020	2021	2022
Total Unfounded Crimes		0	0	0

NOTE: The School does not have any on-campus student residential facilities, nor does the School have any non-campus buildings or property.