



2019 Annual Security Report

Dear Students,

Rockland BOCES prides itself on providing a safe learning environment to all students. The 2019 Annual Security Report contains information regarding campus security, fire safety, crime and violence against women statistics for the three previous years, and complies with *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act*, and *Violence Against Women Reauthorization Act*. This report is available on the Rockland BOCES’ website at <http://www.rocklandboces.org/adult-education-business-services/practical-nursing/> Each staff member and Practical Nursing student, prospective and currently enrolled, is provided access to the report for his/her review. If you would like to receive a hardcopy of this report, you may contact the PN Administration, 65 Parrott Road, CTEC Building 3, West Nyack, N.Y. 10994.

All criminal offenses should be reported to one of the following program administrators or the campus School Resource Officer. Crimes may be reported on a voluntary, confidential basis.

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| PN Administration | | | |
| Assistant Superintendent of Career and Administrative Services | Catherine O’Brien | 845-627-4703 | Bldg. 7 |
| CTEC Director | Kim Bell | 845-627-4772 | Bldg. 3 |
| Campus Safety Officer, Executive Director of Business | Ron Hansen | 845-627-4721 | Bldg. 4 |
| School Resource Officer | Frank Carbone | 845-627-4853 | Bldg. 12 |
| Executive Director of Human Resources and Title IX Coordinator | Yasmin Helou | 845-627-4712 | Bldg. 4 |

The Rockland BOCES Practical Nursing (PN) Administration is responsible for preparing and distributing this report. We work with many other departments and agencies including the Rockland BOCES Health & Safety Department and the local Police Department to compile this information. We encourage members of the campus community to use this report as a guide for safe practices on and off campus.

The Rockland BOCES PN administration office is located at 65 Parrott Rd., CTEC Bldg. 3, West Nyack, N.Y. and is open Monday through Friday between the hours of 8:00 a.m. and 4:00 p.m. every day except state-declared holidays. The telephone number for emergency and routine business calls is 845-627-4770.

A School Resource Officer is available to all students during school hours. He patrols the campus on foot and in his vehicle. School administrators are also on campus to answer questions, respond to emergencies, and monitor intrusion detection and fire alarms. Administration meets with students several times a year to review safety procedures. Students participate in 12 fire drills, 2 lockdown drills, and 1 duck and cover drill throughout the year.

Our Mission and Values

Our mission is to enhance the learning and working experience at Rockland BOCES by protecting life, maintaining order, and safeguarding property. We fulfill this purpose by providing our community with a full range of services that meet the highest professional standards of campus public safety. We are committed to work with the community to define our priorities and build lasting partnerships. Our core values guide us in this mission.

Community members, students, staff, and guests are encouraged to report all crimes and public safety related incidents to the PN program administrator (845-627-4703) or School Resource Officer (845-627-4853) in a timely manner. Individuals may also report incidents in person at the main office located in Building #3 on the Rockland BOCES main campus. Any crime occurring in the hospital during clinical rotations should be reported immediately to a PN instructor and Hospital Security.

Rockland BOCES relies on its close working relationships with local law enforcement agencies to receive information about incidents involving students on campus. PN administration will actively investigate any crime information it receives concerning or involving a member of the campus community. If the administration is notified of a situation in which a campus community member is the victim of a crime, the department may issue a Campus Safety Alert, detailing the incident and providing tips so that other community members may avoid similar incidents. The School Resource Officer is notified of any crime or other serious incidents. The Clarkstown Police Department has complete police authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. If minor offenses involving campus rules and regulations are committed by a PN student, the incident may be referred to the program administrator.

Any student engaging in misconduct on campus or during clinical rotations will be subject to disciplinary action. Major offenses such as assault, robbery, theft, rape, sexual assault, and attempted sexual assault are reported to the local police. The prosecution of all criminal offenses, both felony and misdemeanor, are conducted through the Town of Clarkstown court system. Through coordination with local law enforcement agencies, any criminal activity engaged by students at off-campus locations (clinical sites) is monitored and recorded. This information is provided to the PN program administrator for any action or follow-up that may be required.

In the case of sexual assault on campus, the School Resource Officer is immediately notified and further criminal investigation will be conducted by the Town of Clarkstown law enforcement. Counseling resources and follow-up support services will be provided by the Family Resource Coordinator and School Nurse.

Alcohol and illegal substances are not permitted on Rockland BOCES property. The campus is designated "Drug and alcohol free". The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Several times each year, the Clarkstown Police Department supports canine drills to ensure the students' adherence to this policy. Violators are subject to disciplinary action, criminal prosecution, fine, and/or imprisonment.

Rockland BOCES is a partner with the NYS Office of Alcoholism Substance Abuse Services and NYS Commissioners of Health in promoting substance abuse prevention. The following is a substance abuse prevention resource list:

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|--|--------------------------------|
| CANDLE – Community Awareness Network | 845-634-6677 |
| Combat Heroin & Prescription Drug Abuse | 1-877-8-HOPENY |
| Dept. of Ed. Archdiocese of New York - Rockland | 718-904-133 |
| National Drug and Alcohol Treatment Referral Services | 800-662-4357 |
| New York Center for Addiction | 800-304-2219 |
| NYS Office of Alcoholism and Substance Abuse Services | 518-473-3460 |
| Rockland Council on Alcoholism and Other Drug Dependence, Inc. | 845-215-9788 help@rcadd.org |
| Village of Haverstraw Drug Abuse Prevention | 845-215-9788 |

Below is a resource list for crisis counseling:

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| Center for Safety and Change Outreach Services | (845) 634-3344 24-hr Hotline |
| MHA Mental Health Association of Westchester, www.mhawestchester.org | Rockland BOCES Educational Resource Center @ The Family Resource Center (845) 627-4770 or 914-345-0700, ext. 7350. |
| National Suicide Prevention Lifeline | (800) 273-TALK or text “CONNECT” to 741741 |
| National Teen Dating Abuse Helpline | (866) 331-9474 Helpline or text “loveis” to 225522 |
| NYS Office For Prevention Of Domestic Violence | (800) 942-6906 Hotline |
| Rockland County District Attorney’s Special Victims Unit | (800) 342-3720 Public Hotline or (845) 638-5001 District Attorney’s Office |
| RAINN- Rape, Abuse, Incest National Network | (800) 656-HOPE Hotline |
| Safe Horizon Crisis Counseling | (212) 227-3000 24-hr Hotline or (800) 621-HOPE |

Rockland BOCES is committed to campus safety and security. An access card security system has been installed in every building on campus, as well as strategically placed cameras monitored by the administration. All students are trained in the fire drill and emergency procedures. Rockland BOCES does not have dormitories.

Any community member who has any concerns about physical security should contact the PN administration at 845-627-4770. The Rockland BOCES Facilities department is on call during and after school hours to address any unsafe facility conditions including unsafe steps or handrails, unsafe roadways on campus, and unsecured equipment. The alarm company is on call 24 hours a day to address and monitor fire and after hour intruder issues.

All students and employees shall be informed of Rockland BOCES policy against sexual harassment through student and employee handbooks and online prevention program that promote knowledge and understanding of sexual misconduct such as rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. The prevention program will include written procedures for disciplinary proceedings in the cases of alleged offenses which will be handled with a prompt and fair impartial investigation and resolution conducted by officials who receive training on handling related offenses. The District Superintendent and/or Chief Operating Officer shall be responsible for informing students and staff on a yearly basis of the terms of the policy, including the procedures established for investigation and resolution of complaints, general issues surrounding sexual harassment, the rights and responsibilities of students and employees, and the impact on the victim. Full detail of this Rockland BOCES agency regulation, titled #0110-R "Sexual Harassment Regulation" is provided and posted on BOCES' website at <http://www.boarddocs.com/ny/rboces/Board.nsf/Public#>.

Any individual who violates the sexual harassment policy by engaging in prohibited sexual misconduct will be subject to appropriate disciplinary action. Disciplinary measures available to Rockland BOCES authorities include: school suspension, termination of employment, and denial of future access to BOCES' facilities.

Any person who believes he or she has been the victim of sexual misconduct is required to report the incident as soon as possible to the program administrator or school resource officer (see contact information on page 1).

The school official should begin the investigation according to the following steps (Sexual Harassment Regulation, 0110-R):

1. Interview the victim and document the conversation. Instruct the alleged victim to have no contact or communication regarding the complaint with the alleged harasser. Ask the alleged victim specifically what action he/she wants taken in order to resolve the complaint. Refer the alleged victim, as appropriate, to BOCES social workers, psychologists, crisis team managers, other BOCES staff, or appropriate outside agencies for counseling services.
2. Review any written documentation of the alleged harassment prepared by the alleged victim.
3. Interview the alleged harasser regarding the complaint and inform the alleged harasser that if the objectionable conduct has occurred, it must cease immediately. Document the conversation. Provide the alleged harasser an opportunity to respond to the charges in writing.
4. Instruct the alleged harasser to have no contact or communication regarding the complaint with the alleged victim and not to retaliate against the alleged victim. Warn the alleged harasser that if he/she makes contact with or retaliates against the alleged victim, he/she will be subject to immediate disciplinary action.
5. Interview any witnesses to the complaint. Where appropriate, obtain a written statement from each witness. Caution each witness to keep the complaint and his/her statement confidential.
6. Review all documentation and information relevant to the complaint.
7. Where appropriate, suggest mediation as a potential means of resolving the complaint.

In addition to mediation, use appropriate informal methods to resolve the complaint, including but not limited to:

- a. Discussion with the accused, informing him or her of the BOCES policies and indicating that the behavior must stop;
- b. Suggesting counseling and/or sensitivity training;
- c. Conducting training for the department or school in which the behavior occurred, calling attention to the consequences of engaging in such behavior;
- d. Requesting a letter of apology to the complainant;
- e. Writing letters of caution or reprimand; and/or
- f. Separating the parties

If the initial investigation results in a determination that sexual harassment did occur, the investigator will promptly notify the District Superintendent and/or Chief Operating Officer, who shall then take prompt disciplinary action in accordance with district policy, the applicable collective bargaining agreement and/or state law.

Your safety and educational success are our top priorities.

Sincerely,
Rockland BOCES PN Administration Office

**Rockland BOCES - Practical Nursing Program
Campus Safety and Security Data Report**

| Criminal Offenses - On Campus | 2016 | 2017 | 2018 |
|--------------------------------------|-------------|-------------|-------------|
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses - Forcible | 0 | 0 | 0 |
| Rape | 0 | 0 | 0 |
| Fondling | 1 | 1 | 0 |
| Sex Offenses - Non-Forcible | 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 | 2016 | 2017 | 2018 |
|---------------------------------------|-------------|-------------|-------------|
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses - Forcible | 0 | 0 | 0 |
| Rape | 0 | 0 | 0 |
| Fondling | 0 | 0 | 0 |
| Sex Offenses - Non-Forcible | 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 - Public Property | 2016 | 2017 | 2018 |
|--|-------------|-------------|-------------|
| Murder/Non-negligent manslaughter | 0 | 0 | 0 |
| Negligent manslaughter | 0 | 0 | 0 |
| Sex Offenses - Forcible | 0 | 0 | 0 |
| Rape | 0 | 0 | 0 |
| Fondling | 0 | 0 | 0 |
| Sex Offenses - Non-Forcible | 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 |

| | 2016 | 2017 | 2018 |
|---|-------------|-------------|-------------|
| Hate Crimes On Campus | 0 | 0 | 0 |
| Hate Crimes Off Campus | 0 | 0 | 0 |
| Hate Crimes - Public Property | 0 | 0 | 0 |
| <hr/> | | | |
| Violence Against Women Act (VAWA) Offenses | 2016 | 2017 | 2018 |
| VAWA Offenses On Campus | 0 | 0 | 0 |
| VAWA Offenses Off Campus | 0 | 0 | 0 |
| VAWA Offenses - Public Property | 0 | 0 | 0 |
| | | | |
| Arrests - On Campus | 2016 | 2017 | 2018 |
| Weapons: carrying, possession, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 1 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| | | | |
| Arrests - Off Campus | 2016 | 2017 | 2018 |
| Weapons: carrying, possession, etc. | 0 | 0 | 1 |
| Drug Abuse Violations | 1 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| | | | |
| Arrests - Public Property | 2016 | 2017 | 2018 |
| Weapons: carrying, possession, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| <hr/> | | | |
| Disciplinary Actions - On Campus | 2016 | 2017 | 2018 |
| Weapons: carrying, possession, etc. | 0 | 0 | 1 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| | | | |
| Disciplinary Actions - Off Campus | 2016 | 2017 | 2018 |
| Weapons: carrying, possession, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| | | | |
| Disciplinary Actions - Public Property | 2016 | 2017 | 2018 |
| Weapons: carrying, possession, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |
| | | | |
| Unfounded Crimes | 2016 | 2017 | 2018 |
| | 0 | 1 | 0 |