

Kenrick-Glennon Seminary

2024-2025 Security Report with Fire Safety Report and Missing Students Report

(Based on the United States Department of Education *Handbook for Safety and Security Reporting, 2016 Edition*)

This report is prepared to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act).

It includes Emergency Response and Evacuation Procedures for current or imminent emergency situations; Timely Warnings procedures for crimes that have already been committed but pose an ongoing threat; the Fire Safety Report; and Missing Persons Report.

This report is prepared in cooperation with the Shrewsbury Police Department which provides updated information to us so that the Seminary complies with the Act.

Campus crime, arrest, and referral statistics include those reported to designated campus officials. Each October, an e-mail notification that provides the link to access this report is made to all enrolled seminarians.

Copies of the report may also be obtained from the Director of Operations and Finance (314) 792-6221. All prospective employees may also obtain a copy.

How to Report Criminal Offenses

Contact the Shrewsbury Police at (314) 647-5656 (non-emergencies), or dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles, inside buildings or around the seminary buildings should be reported to the police. In addition you may report a crime to the following persons:

Fr. Paul Hoelsing, President-Rector
(314) 792-6136 Cell: (402) 980-1996

Fr. Shane Deman, Vice-Rector for Formation
(314) 792-6132 Cell: 314-792-6136

Fr. Fadi Auro, Assistant Vice-Rector for Formation
(314) 792-6119 Cell: (619) 992-3538

Fr. Jason Schumer, Vice-Rector for Cardinal Glennon College
(314) 792-6128 Cell: (314) 239-7864

Anyone with information warranting a timely warning or emergency notification can also report the circumstances in person or by phone to

- Director of Operations and Finance (314) 792-6221
- Maintenance Department (314) 659-7891 or (314) 659-0824
- Receptionist (314) 792-6100

Limited Voluntary Confidential Reporting

Reports made to the Shrewsbury police are public records under Missouri state law. Although names, addresses, etc., and personally identifiable information can be restricted, the fact of the incident occurring itself cannot be held in confidence.

Policy Statement Addressing Security Awareness Programs for Seminarians and Employees

During orientation in August, seminarians are informed of security and evacuation procedures as well as the One Call Now emergency alert system. Those procedures are also included in the seminarian handbooks. Seminarians are told by both Archdiocesan and Seminary personnel about crime on campus and in surrounding neighborhoods. The same information is presented to new employees during their orientation.

Periodically during the academic year, the Director of Operations and Finance informs the Seminary community about matters of concern such as suspicious persons encountered on the premises, changes in the key code, etc. A crime prevention specialist from the local police department was invited to the Seminary in the spring of 2015 to make recommendations and provide educational sessions on personal safety and building security. Seminary security and safety were approved with no further recommendations.

A common theme of all awareness and crime prevention programs is to encourage seminarians and employees to be aware of their responsibility for their own security and the security of others. Information is disseminated to seminarians and employees through student, staff, and faculty handbooks, orientation programs, and e-mailed updates from the Director of Operations and Finance. When time is of the essence, information is released to the seminary community through the emergency alert system One Call Now, which uses both telephone calls and text messaging. One Call Now will send phone messages to those numbers on the contact list, but will send text messages only after a person has opted in. To opt in for text messages text the word "Alert" to 22300. If the message, "Service access denied," or similar is received back, the cell phone service provider should be contacted and instructed to enable short-code SMS messages.

Policy Statement Addressing Crime Prevention Programs for Seminarians and Employees

Crime prevention information on personal safety and theft prevention is e-mailed to seminarians, faculty, and staff throughout the year by the Director of Operations and Finance. He facilitates programs for seminarian, faculty, and new employee orientations providing a variety of educational strategies and tips on how to protect themselves from assault, theft, and other crimes. The Archdiocese also provides programs regarding security such as the Active Shooter presentations.

Clery Act crime statistics and security

The following table is taken from the Seminary Incident Log recorded by the Director of Operations and Finance, and from the Shrewsbury Police Department.

CRIMINAL OFFENSES REPORTING TABLE

OFFENSE	Year	GEOGRAPHIC LOCATION			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
MURDER / NON-NEGLIGENT MANSLAUGHTER	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
RAPE	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
FONDLING	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
INCEST	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
STATUTORY RAPE	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
ROBBERY	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
AGGRAVATED ASSAULT	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
BURGLARY	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
MOTOR VEHICLE THEFT	2023	1	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
ARSON	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0

VAWA OFFENSES REPORTING TABLE

OFFENSE	Year	GEOGRAPHIC LOCATION			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
Domestic Violence	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Dating Violence	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
Stalking	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0

Arrests and Disciplinary Referrals Reporting Table

OFFENSE	Year	Geographic Location			
		On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property
ARRESTS					
WEAPONS: CARRYING, POSSESSING, ETC.	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
DRUG ABUSE VIOLATIONS	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
LIQUOR LAW VIOLATIONS	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
DISCIPLINARY REFERRALS					
WEAPONS: CARRYING, POSSESSING, ETC.	2023				
	2022	0	0	0	0
	2021	0	0	0	0
DRUG ABUSE VIOLATIONS	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
LIQUOR LAW VIOLATIONS	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0
	2023	0	0	0	0
	2022	0	0	0	0
	2021	0	0	0	0

Hate Crimes: There were no reported Hate Crimes for the years 2021, 2022, or 2023.

Unfounded Crimes: There were no Unfounded Crimes in 2021, 2022, or 2022.

Security and Access

Seminary buildings are secured by coded entrance around the clock. During business hours, the front door is open to the public, who report to the receptionist to acquire a visitor badge.

Kenrick-Glennon includes Security in its annual assessment day survey. Administrators and Faculty review the results and work together to resolve any issues. Staff/Faculty surveys examine security issues such as communications; good stewardship; adequacy of resources; general adequacy of facilities; general cleanliness of facilities; safety of facility; handicapped access. The Seminarian Survey includes communications; Covenant Eyes; parking; adequacy of facilities; general cleanliness, safety and maintenance of facility; and what one or two specific improvements KGS could make. Additionally, during the academic year, the Administrative Team meets to discuss any issues or concerns that arise. The Administrative Council which includes the Director of Operations and Finance meets throughout the year to discuss issues affecting all aspects of the Seminary community.

Policy Statement Addressing Disclosure of Crime Statistics Reported

All reports of crime will be investigated. Violations of the law will be referred to law enforcement agencies and when appropriate, to the Administrative Team for review. When a potentially dangerous threat to the Seminary community arises, timely reports or warnings will be issued through the emergency alert system (One Call Now), by text, phone or e-mail announcements, in-class announcements, or other appropriate means.

The Archdiocese of St. Louis “**Code of Ethical Conduct for Clergy, Employees and Volunteers Working in Ministry**” (June 2018) clarifies the extent of confidentiality in situations of “internal” forum:

Information disclosed to a Pastoral Counselor or Spiritual Director during the course of counseling, advising or spiritual direction must be held in the strictest confidence possible.

4.1 Information obtained in the course of sessions must be held in confidence, except for compelling professional reasons or as required by law.

4.1.1 If there is clear and imminent danger to the client or to others, those who provide pastoral counseling or spiritual direction may disclose to the necessary authorities only the information necessary to protect the parties affected and to prevent harm (e.g. a client that threatens harm to himself/herself or others).

4.1.2 Before disclosure is made, if feasible, those who provide pastoral counseling or spiritual direction should inform the person being counseled about the disclosure and the potential consequences.

4.2 At the start of this type of professional relationship, those who provide pastoral counseling and spiritual direction should discuss with each client the nature of confidentiality and its limits

should the client disclose intent to put himself/herself and/or others in imminent danger.

4.3 Those who provide pastoral counseling and spiritual direction should keep appropriate records of the content of sessions.

4.4 Knowledge acquired from professional contact may be used in teaching, writing, homilies or other public presentations only when effective measures are taken to safeguard both the individual's identity and the confidentiality of the disclosures.

4.5 While counseling a minor, if a Pastoral Counselor or Spiritual Director discovers that there is a serious threat to the welfare of the minor and that communication of confidential information to a parent or legal guardian is essential to the minor's health and well-being, the Pastoral Counselor or Spiritual Director should:

Attempt to secure written consent from the minor for specific disclosure if such is appropriate under the circumstances.

If consent is not obtained, disclose only the information necessary to protect the health and well-being of the minor.

Consultation with the appropriate Church supervisory personnel is required before disclosure.

These obligations are exclusive of the sacramental seal of Confession, which demands that under no circumstance whatsoever may there be any disclosure, even indirect disclosure, of information received through Confession.

Emergency Notifications and Timely Warnings

An emergency notification is given for "any significant emergency" that "is currently occurring or imminently threatening the campus." Timely warnings are given for Clery crimes only (for a list of these, see pp. 3–5 of this report) "that have already occurred but represent an ongoing threat" (Handbook for Campus Safety and Security Reporting, pp. 6-15).

There are eight (8) designated "messengers" on campus who are trained to follow the process for issuing an alert. In the event that a situation arises that, in the judgment of one of the messengers, constitutes an ongoing or continuing threat, the messenger will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities (the Rector, Vice-Rector for Cardinal Glennon College or Vice-Rector for Formation), compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

In the event of an actual emergency, the Seminary community is notified through the One Call Now system, text messaging to a mobile phone, land line, email, and if appropriate, the KGS website. The One Call Now Emergency Alert System is issued to seminarians, faculty, and staff at the number each person provides. This system is used to get out important information in a rapid manner to warn of severe weather, building closures, matters requiring immediate action, or other critical messages.

A test of the emergency system was last conducted September 2024. Assessment of the procedures resulted in the recommendation that the option of notification by text is the best method in emergency situations. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Shrewsbury Police and Fire Departments and Emergency Medical Services. They typically respond and work together to manage the incident.

Policy and Procedures for Disciplinary Action Related to Violence against Women

Instances of violence against women are to be reported directly to local law enforcement agencies. The procedures for disciplinary action follow the policies found in the Kenrick School of Theology Seminarian handbook. See below.

Kenrick School of Theology 2023-24 Seminarian Handbook, pp. 30–31

Disciplinary Probation

Disciplinary Probation

Regarding the *Rule of Life* and overall order of the seminary, Disciplinary Probation is viewed as a sanction and not a punishment. A seminarian who violates the order of the seminary acts unjustly, can cause scandal, and can damage the morale of the community. Thus, Disciplinary Probation is directed to the good order of the seminary.

a. Incurring Disciplinary Probation

A seminarian who fails to maintain the *Rule of Life* or otherwise contributes to a lack of respect for the order of the seminary is liable to Disciplinary Probation. The Vice-Rector of Formation may place a seminarian on probation, after conferral with the seminarian. Normally, the Rector will be consulted about this conferral beforehand.

Disciplinary Probation may entail suspension from the seminary for a certain amount of time or the restriction of the seminarian's activities, such as attendance at seminary events including graduation, participation in supervised ministry, or other ministerial activities. It would be understood that any degree requirements associated with this activity would not be waived, but merely postponed. A seminarian on Disciplinary Probation is not recommended, ordinarily, for advancement to ministries or Holy Orders, though the ultimate decision to call him rests with his respective Ordinary.

Disciplinary Probation begins with written notice to the seminarian from the Vice-Rector of Formation. If it is incurred prior to mid-semester in a given semester, it continues until the end of the semester. If it is incurred after mid-semester, it continues until mid-semester of the following semester. For the purposes of this policy, mid-semester is identified as the Monday of the week in which the second half of the semester begins, counting by day from the first to the last day of class for that semester.

b. Reporting

The Vice-Rector of Formation sends a copy of his written notice of Disciplinary Probation to the Rector in advance of or concurrently with the notification of the seminarian. The Rector communicates this to the seminarian's ordinary at his earliest convenience. If a seminarian is placed on Disciplinary Probation, this will be reported in his annual evaluation report along with the reason or reasons for it. The report will include, also, the disposition of the matter, if and when it is resolved.

c. Specific Causes of Disciplinary Probation

Seminarians can incur the sanction of disciplinary probation for the following reasons:

- ii. One unauthorized absence from the seminary including, but not limited to, an overnight absence or out-of-town travel.

- iii. Unexcused absence from any required seminary activity. Three unexcused absences over the course of a semester will result in automatic disciplinary probation. Excused absences require seminarian-initiated communication with the Vice-Rector of Formation prior to the absence, if possible, normally with a written or email follow-up. If the Vice-Rector of Formation is not available the seminarian may communicate with the Rector.
- iv. He should also seek permission from any professors whose class he anticipates missing due to the absence. When, for serious reasons, the seminarian is unable to communicate with the appropriate person prior to the absence, in order to be considered excused, the seminarian must communicate with the appropriate person on the staff as soon as possible after the absence.
- v. Any serious violation of the *Rule of Life* of Kenrick-Glennon Seminary.
- vi. Any willful act of disobedience towards the legitimate demands of the seminary faculty and staff regarding seminary discipline including classroom discipline.
- vii. Any act or set of actions which results in harm to the good order of the seminary, including, but not limited to ongoing tardiness, dress code violations, lack of proper grooming, or failure to maintain a clean and orderly room.
- viii. Any act which could result in dismissal from the seminary as specified in the Seminarian Handbook.
- ix. Any other act of misconduct including any unlawful or seriously immoral act.

d. Dismissal Resulting from Disciplinary Probation

Any seminarian who incurs the sanction of disciplinary probation twice within two years is subject to dismissal. Once a seminarian is notified of the sanction of disciplinary probation, an additional violation by the seminarian during the probationary period can lead to immediate dismissal, or, at the discretion of the Vice-Rector of Formation to an extension of the probationary period. Dismissal from the seminary is the decision of the Rector.

Employee Handbook - Policy on Sexual and other Unlawful Harassment and Disciplinary Procedures

7.02 Sexual and other Unlawful Harassment

Kenrick-Glennon Seminary is committed to providing a work environment that is free of discrimination and unlawful harassment. Actions, words, jokes or comments based on an individual's sex, race, ethnicity, age, religion, or any other legally protected characteristic will not be tolerated.

Any employee who wants to report an incident of sexual or other unlawful harassment should promptly report the matter to his or her supervisor. If the supervisor is unavailable or the employee believes it would be inappropriate to contact that person, the employee should immediately contact the Director of Operations and Finance or any other member of management. Employees can raise concerns and make reports without fear of reprisal.

Any supervisor or manager who becomes aware of possible sexual or other unlawful harassment should promptly advise the Director of Operations and Finance or any member of management who will handle the matter in a timely and confidential manner.

Anyone engaging in sexual or other unlawful harassment will be subject to disciplinary action, up to and including termination of employment.

7.08 Progressive Disciplinary Action

The inclusion of progressive discipline in the Handbook is not a promise that progressive discipline will be applied in every instance of employee misconduct. Disciplinary action may call for any of four steps – verbal warning, written warning, suspension with or without pay, or termination of employment – depending on the

Justin Croonenberghs *A2	214 – 239
Luke Davis	263 – 279
Clayton Huck *D3	280 – 297
Andrew Stanley	301 – 318
Ben Borgmeyer	319 – 339
Nick Samsel *D2	363 – 379
Will Targy	380 – 397
Andrew Belarde	2002 – 2014
John Vogt	2024 – 2038
Jacob Miller	2101 – 2123
Garrett Hugeback	2126 – 2137

WEATHER – In the event of severe weather, please take shelter in the Auditorium. If the path is blocked by broken glass or debris, please find shelter in spaces away from windows until such a time you could safely make it to the Auditorium.

EARTHQUAKE – In the event of a severe earthquake, please find shelter under heavy furniture and away from glass. Do not enter the courtyard and avoid the tower.

TORNADO –

At Kenrick-Glennon Seminary

Move away from windows and glass doorways.

Go to the innermost part of the building on the lowest possible floor

Primary refuge area: **Auditorium**

Alternate areas: Lowest-Level Library then Gymnasium

Do not use elevators because the power may fail.

Protect your head and make yourself as small a target as possible by crouching down.

On the Road

The least desirable place to be during a tornado is in a motor vehicle. Cars, buses, and trucks are easily tossed by tornado winds.

DO NOT TRY TO OUTRUN A TORNADO IN YOUR CAR. If you see a tornado, stop your vehicle. Do not get under your vehicle.

If possible get into a ditch or gully, lie flat and cover your head with your arms.

Outdoors

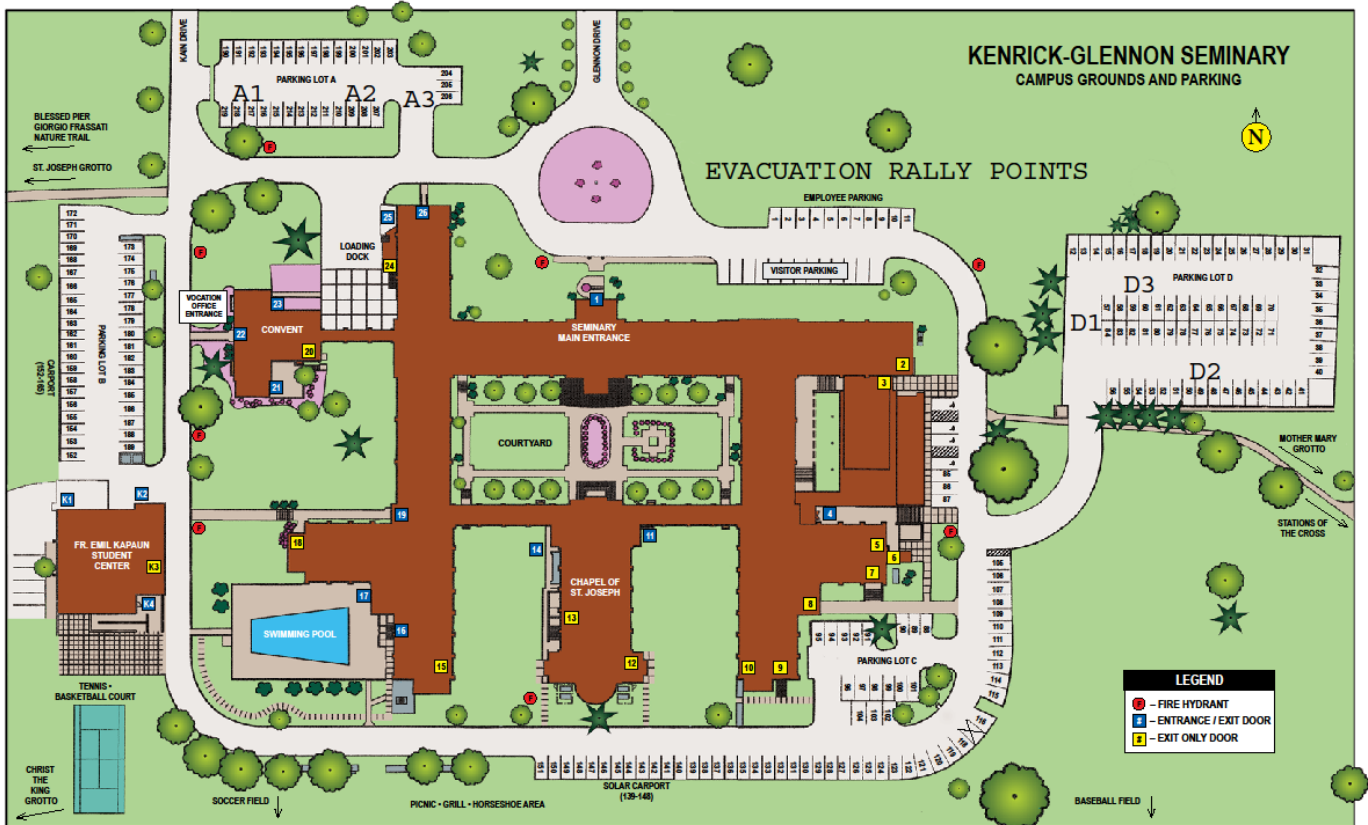
Do the following if you are caught outside during a tornado and there is no adequate shelter immediately available:

Avoid areas with many trees.

If possible get into a ditch or gully, lie flat and cover your head with your arms

SECURITY – Please be attentive to the following:

- At the beginning of every year, a new pass code for entrance into the building and front gate will be set. It is vitally important that this code is not shared casually. Please ask the Director of Operations & Finance whether someone may have it.
- Doors into the building should not be left propped open without constant supervision.
- Please make sure doors close after you exit the building.
- After parking, please lock your car and if you must keep belongings in your vehicle, please make sure that anything valuable is kept out of sight.
- The front gates closes at 7 PM.



FIRE SAFETY REPORT

In the event of an emergency, dial 911 to report a fire or request emergency rescue. In the event of a non-emergency fire, call the Shrewsbury Fire Department at 314-645-5077.

During business hours, the person to whom seminarians and employees should report that a fire occurred is the Director of Operations and Finance, at (314)792-6221.

In the event of a fire, please exit the building from the closest and safest exit (see Evacuation Plan above) and make your way to your rally point. You should not leave the area until the “all clear” has been given by authorized emergency personnel:

For those who reside in the East side of the building, your rally point will be in the eastern Parking Lot D (old tennis courts).

For those who reside in the West side of the building, your rally point will be in the northwestern Parking Lot A (where College vehicles are parked).

Please do not stand in the driveway and keep within these areas until notified otherwise by authorized emergency personnel. Staying too close to the building may be dangerous in the event of explosions, debris, gas fumes, etc.

The entire facility (including storage and attics) is covered by a sprinkler system that activates the alarm if a drop in pressure is detected.

Allowed: Portable electrical appliances (computers, radios, stereos, hair dryers, and clocks)

Discouraged: Refrigerators, coffee pots, popcorn poppers, etc.

Prohibited: Anything with an open flame including candles. Hot plates, toaster ovens, toasters, etc.

KGS has a no-smoking policy in all seminary buildings including seminarian rooms.

One fire drill is conducted per year.

Fire Statistics

For the last reporting year, January 1-December 31, 2023, there were no reported fires in the residence areas of 5200 Glennon Drive.

Fire Statistics

Name of Facility	2021			2022			2023		
	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Kenrick-Glennon Seminary	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0

Fire Log through 2023

Date Reported	Date of Fire	Time of Fire	Category of Fire	Cause of Fire	Fire-related injuries	Fire-Related Deaths	Property Damage	Action
10/15/2014	10/15/2014	2:00 AM	Unintentional	Cooking	0	0	\$0-\$99	None needed