

Summer Retreat in Seattle

August 9 to 13, 2027 · Seattle, Washington

Five days, forty hours, twenty-four seats

Day one · Monday, August 9

Where your program actually stands

8:30 am – 9:00 am	Arrival and coffee
9:00 am – 9:45 am	Opening: the standard your file will be read against
9:45 am – 11:00 am	Module 1: Program audit against the frameworks you carry
11:00 am – 11:15 am	Break
11:15 am – 12:30 pm	Module 2: Reading your own policy as a reviewer would
12:30 pm – 1:30 pm	Lunch, seated by sector
1:30 pm – 3:15 pm	Module 3: The file you brought, worked in small groups
3:15 pm – 3:30 pm	Break
3:30 pm – 4:45 pm	Module 4: Jurisdiction, scope, and the matters that do not fit
4:45 pm – 5:00 pm	Questions and close
6:00 pm – 8:00 pm	Opening reception

Day two · Tuesday, August 10

Intake and supportive measures

8:30 am – 10:15 am	Module 5: The first twenty-four hours
10:15 am – 10:30 am	Break
10:30 am – 12:00 pm	Module 6: Supportive measures, documented and revisited
12:00 pm – 1:00 pm	Lunch
1:00 pm – 3:00 pm	Module 7: Notice, options, and what a party is owed
3:00 pm – 3:15 pm	Break
3:15 pm – 4:45 pm	Module 8: Conflicts, neutrality, and objections to the investigator
4:45 pm – 5:00 pm	Questions and close

Day three · Wednesday, August 11

Evidence and interviewing

8:30 am – 10:00 am	Module 9: Evidence collection and preservation
10:00 am – 10:15 am	Break
10:15 am – 12:15 pm	Module 10: Trauma-informed interviewing that still tests the account
12:15 pm – 1:15 pm	Lunch
1:15 pm – 3:15 pm	Module 11: Practice interviews, observed and marked up
3:15 pm – 3:30 pm	Break
3:30 pm – 4:45 pm	Module 12: Credibility, corroboration, and the limits of both
4:45 pm – 5:00 pm	Questions and close

Day four • Thursday, August 12

Findings and the record

8:30 am – 9:45 am	Module 13: Standard of proof and making reasoning visible
9:45 am – 10:00 am	Break
10:00 am – 12:15 pm	Module 14: Writing a determination someone else can follow
12:15 pm – 1:15 pm	Lunch
1:15 pm – 3:00 pm	Module 15: Your own draft, reviewed by a practitioner
3:00 pm – 3:15 pm	Break
3:15 pm – 4:30 pm	Module 16: Appeals, and the parts of a report that fail on review
4:30 pm – 5:00 pm	Questions and close

Day five • Friday, August 13

What you take back

8:30 am – 10:00 am	Module 17: Rebuilding your program on paper
10:00 am – 10:15 am	Break
10:15 am – 12:00 pm	Module 18: Sequencing the work, and what to do first on Monday
12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:30 pm	Module 19: Instruments, templates, and the handover pack
2:30 pm – 3:30 pm	Closing session and commitments
3:30 pm – 4:00 pm	Certificates and departure

Timings are indicative and may shift with the room. Sessions are taught by practitioners who carry this work. Faculty is announced ahead of the program.

PARTICIPATION AND CERTIFICATION

*What the program asks of you, and
what it gives back*

Seats are allocated by referral from a past attendee or by institutional sponsorship.

Taking part

Who the room is for	Coordinators, deputies, investigators, ADA and Section 504 officers, student conduct and human resources staff, and the leaders they report to. The format assumes you carry live matters and is not an introduction to the frameworks.
Before you arrive	Bring one closed or hypothetical matter from your institution, de-identified, with the policy that governed it. Instructions are sent four weeks ahead, and a file is provided to anyone who cannot bring one.
Who teaches it	Every session is taught by a practitioner who carries this work. The faculty for this retreat, and the sessions each of them leads, is announced to registered attendees ahead of the program.
In the room	Sessions are worked rather than presented. Your drafts are marked up by a practitioner, and you will be expected to defend a position and change it when the evidence does not support it.
Confidentiality	Attendees agree in writing not to identify another attendee, their institution, or any matter discussed. Recording is not permitted.

Attendance and certification

Attendance requirement	Certification requires attendance at no fewer than 36 of the 40 scheduled hours, including the whole of days three and four. Attendance is recorded by session rather than by day.
Assessment	Day four includes a written determination exercise assessed against our published standard. Certification requires a passing assessment as well as attendance. Attendees who do not pass may resubmit once within thirty days at no cost.
What the certificate confirms	Completion of the program and a passed assessment. It evidences our practice standard rather than external accreditation, and it does not confer a license, a legal credential, or authority to practice law.
Continuing education	Hour-by-hour attendance documentation is issued to every attendee for submission to a licensing body or employer. We do not submit on your behalf.

Materials

Provided to every attendee	A printed and digital workbook, the module materials, the instruments and templates used in the sessions, and a copy of the relevant playbook volume, licensed for use inside your institution.
Provided after the retreat	The digital materials pack, your attendance record, your certificate where earned, and twelve months of access to the Knowledge Hub collections used in the program.
Bring with you	A laptop, your de-identified file and governing policy, and anything from your own program you want a practitioner to look at. Meals during the program day are included. Travel and accommodation are not.

Booking and access

Transfers and cancellation	A seat transfers to another person at your institution at no charge up to seven days before. Cancellation refunds in full up to 14 days before, and at 50 percent up to 7 days before.
Access	Tell us at registration what you need to take part fully, including dietary, mobility, hearing, and visual requirements. We confirm what we can provide before you book travel. Questions to hello@fractionalcoordinator.com or (503) 395-0687.