



Mission Statement

CARE's mission is to implement the corrective measures identified by the Board of Trustees while further evaluating current Cate practices and processes to establish procedures that ensure a safe environment for our students, faculty, and staff.

Committee Structure

CARE actively met as a group from February 2, 2022 - June 1, 2022 with a total of 13 meetings. The School's leadership will continue to monitor progress and incorporate the ongoing efforts into existing committees.

Key Steps Taken

1. Faculty reaction and feedback on Corrective Measures. Faculty identified intermediate steps and echoed the need for an additional measure related to school culture to renew our practices and protocols to preserve support of students while ensuring healthy boundaries.
2. Meeting with Ben Williams and Jay Dorion sharing a summary of faculty feedback directly related to school leadership.
 3. Taskforce reviewed and analyzed the faculty feedback and identified intermediary measures and additional corrective measures to address culture.
 4. The Taskforce divided into subgroups assigned to two measures and developed an implementation plan including submeasures, timeline and point person.
5. We compiled all the actionable items and comments from each document into a comprehensive CARE Tracking Spreadsheet.
 6. Updated faculty and provided professional development regarding sexual harrasment/misconduct on Mar 21, 2022.
 7. Update to the Board's Executive Committee on March 24, 2022.
 8. Taskforce contacted similar schools to build a pool of expert resources that we might reach out to as needed.

Major Accomplishments

- ◆ Communication Strategy: Sexual Harassment Incident Response Team (SHIRT) to Committee on Community Accountability (CCA)
 - ◆ Whole School Standing Together to End Sexual Assault (STESA) Presentation
 - ◆ Reporting Procedures: In the Loop & STESA Hotline posted in all dorms
 - ◆ Review and revision of Incident Response Protocol
- ◆ Provided faculty reporting protocol and opportunity to work through scenarios around sexual misconduct and/or behavior
 - ◆ SHIRT members received Title IX Training
 - ◆ Planned Parenthood provided student education around health relationships
- ◆ Drafted Communication Plan for parents, students, and faculty for confirmed sexual misconduct incidents
 - ◆ Drafted Criteria for initiating Third Party Investigations

Corrective Action Response (CARE) Task Force Members

Maude Bond - Director of College Counseling
Craig Bouma - Science Department Chair
Yutopia Essex - Director of Human Resources
Amy Giles - College Counselor
Erin Hansen - Director of Campus Life

Jules Nau - Director of Facilities
Annalee Salcedo - Math Department Chair
Cassia Sonderleiter - Science Department
John Swain - Art Department
Sandi Pierce - Assistant Head for Operations & Finances

Key Priorities Moving Forward

1. Further development of the Incident Response Protocol including but not limited to interim measures upon receipt of allegations of sexual misconduct and alignment of that protocol with our response to other incidents including but not limited to bias.
2. Policy review of faculty handbook and student and parent handbook specific to mandated reporting, sexual harassment, and harassment.
3. The School will contract with external experts to review current protocol, practices, and culture in order to provide outside expertise and guidance to help us improve community norms around health and wellbeing. Plan includes internal processes for regular review and revision.
4. Identify work groups that will ensure that corrective measures are implemented in 2022-2023 and on an ongoing basis.

Completed by Start of School Year

Completed by Fall 2022

Title IX Attorney will review & revise Incident Response Protocol

STESA

Memorandum of Understanding From STESA
STESA and Cate School agree to participate in implementing and coordinating a comprehensive sexual assault intervention, prevention, and education programming.

Cate School

Ongoing faculty trainings on boundaries, grooming, and sexual misconduct.

Planned Professional Development

Residential Life Professional Development August 2022

In Loco Parentis: Supervising students in the dorm, around campus, and during off-campus trips.

Boundary setting: Case studies to establish what boundaries and relationship building look in a residential program while maintaining clear professional boundaries.

Designed and facilitated by Director of Residential Life, Cece Schwensen in partnership with Outermost Education Services.
11 hours total of training.

2022-2023 Additional Action Steps

Cate School Policy Review in Faculty Handbook & Record Keeping

- ◆ Mandated Reporting
- ◆ Sexual Harassment Policy
- ◆ The Director of Human Resources is currently evaluating an interim method for record keeping protocols with an eye for partnering with an HRIS system for digital record keeping of personnel files.

Cate School Policy Review Student Handbook & Curriculum Review

- ◆ Policy Review of Student & Parent Handbook on Harassment
- ◆ Chair of Human Development in conjunction with Campus Life will identify and partner with experts.

For additional information please visit our website at cate.org/about/investigation