

Sep 21 NIS Meeting Summary

Friday, September 16, 2016 9:20 AM
Type of Meeting: Senior Leadership Team (SLT) meeting

Date: 2016_9_21

Attendees: Arek Owczarek (AO), Arden Tyoschin(AT)

Matters to follow up:

Proposals or Agenda:

1. Pfrang Sports Day Sept 24
2. Nanjing Touch Tournament - May 20th 2017
3. Children protection
4. ACAMIS Spring Conference
5. National Holidays
6. NoTosh
7. Lunch Club meeting

Outcomes		
Description	By When	By Whom
1.1 Arek had a meeting with the Pfrang organizer to finalize the details for Pfrang Day on Sat Sep 24. It is necessary to identify a NIS representative for Pfrang.	ASAP	SLT
1.2 The noise level needs to be monitored because we had complaints from local residents for other activities.	Sep 24	Organizer
2. SLT discussed the Nanjing Touch Tournament on May 20 and Arek will write to them to confirm details including the cost which should cover the labor cost.	ASAP	Arek
3. The child protection part will be added to the Crisis Management and Arden will send the edition to Arek, SET and Board Chair.	Ongoing	Arden
4. SLT discussed the agenda and venue of ACAMIS Spring Conference in March 2017. The strand leaders will be identified asap to submit the requirements of set-up and estimated participants.	Ongoing	SLT
5. Arek updated some jobs during National Holidays: <ul style="list-style-type: none"> • Re-do lines on floors in both gyms, so both gyms will be closed • To install an additional door in parking area • To change the color of food display area in the main building • To install sound-proof of chillers at the north-west corner on the campus 	Oct 9	Arek's team
6. Arden updated the current members to meet with NoTosh.	Ongoing	Arden
7. Lunch Club had a meeting today and one concern from parents is the sugar contained in the set menu for younger students. Chartwells will charge an additional ¥ 5 for using paper coffee cups.		