

NIS Meeting Summary

Type of Meeting: Senior Leadership Team (SLT) Meeting

Attendees: Arek Owczarek, Laurie McLellan, Kasson Bratton

Minutes: Samantha Zou

Matters to follow up:

- 1. Child Protection Workshop
- 2. CPO Job Description
- 3. Budget Presentation

Proposals or Agenda:

- 4. Heating System
- 5. Parent Survey

Outcomes		
Description	By When	By Whom
1. All staff child protection workshop has been successfully held on Nov. 17 th .	Nov. 17	Ruth & Kasson
2. SLT has received the child protection officer job description from Ruth, feedback will be given later.	/	SLT
3. Budget presentation for Board Finance Committee is ready.	Nov. 24	Arek
4. The temperature has begun to cool down, facility department has planned to start preparing heating system.	Ongoing	OFT
5. 2020/2021 Parent Survey will start from Nov. 20 th and available for parents until December 7 th . The student one will be done in school time.	Ongoing	SLT