

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. Garbage Classification Program
2. CAC Activities Plan

Proposals or Agenda:

3. 2020 NIS Winter Project Master Plan
4. Chartwell Invitation
5. Monthly Board Meeting
6. Head of Marketing & Communication

Outcomes		
Description	By When	By Whom
1. Trash bins for garbage sorting are ready, OFT is waiting the confirmation from student council about bin labels and placement. Kasson will follow up.	ASAP	Kasson
2. Some community activities will be back on campus in week 17, ID cards must be worn for campus access.	Week 17	CAC
3. Arek shared 2020 NIS Winter Project Master Plan with SLT. SLT clarified the project details.	Winter Holiday	OFT
4. On November 27, 10 parents were invited by Chartwell for "Kitchen Visit and Food Tasting" event, positive feedback received. In future, Chartwell will consider to have this event once a month.	Nov. 27	Chartwell
5. Laurie shared key information of monthly Board Meeting which was held on Nov. 26 with SLT. DEI (Diversity, Equity and Inclusion) was a topic for generative discussion at the Board meeting.	Nov. 26	SLT
6. Kyle Bueschler, Head of Marketing & Communication candidate, will arrive NJ on December 7, and visit NIS campus on December 8.	Dec. 7 & 8	SLT

