

May 26

Wednesday, May 19, 2021 9:08 AM

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. Furniture Order Request
2. 2021/2022 Calendar
3. COVID-19 Vaccination

Proposals or Agenda:

| Outcomes | | |
|---|-------------|---------|
| Description | By When | By Whom |
| 1. SLT discussed the furniture budget and purchasing process of new offices in main building. Kasson will review the request form. | / | Kasson |
| 2. SLT confirmed the date for some key events which will be held on Sundays in 2021/2022 school calendar. | SY2021/2022 | SLT |
| 3. SLT reviewed the up-to-date COVID-19 Vaccination rate of each department. So far the vaccination (1 st dose completed) total rate is 75%. | / | SLT |