

Sep 13

Wednesday, September 13, 2023 10:35 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. Accreditation Plan Updates
2. HUB FF&E
3. EARCOS ELC 2023

Proposals or Agenda:

4. Swim Changing Rooms
5. Centre 3rd Floor Bathroom
6. Hosting a USA Day

Outcomes		
Description	By When	By Whom
1. Kasson shared the accreditation plan updates. <ul style="list-style-type: none">• NIS visit catering plan• Facility setup plan for accreditation visit• Transportation arrangements• Meeting room booking and IT support Final visit schedule will be completed soon.	Ongoing	Kasson
2. SLT went through the HUB FF&E (Fixtures, Furniture & Equipment) document from SET meeting. Kasson will have more discussion during next SET meeting.	Ongoing	SET Kasson OFT
3. Laurie shared the latest EARCOS leadership conference arrangement inclusive of flight schedule and hotel booking.	Oct 2023	Laurie
4. Considering the current needs of swimming activities and our Child Protection Regulations, the existing swim changing rooms may need to be improved to increase the number of locker rooms. Kasson will ask Aquatics Director to submit a proposal to SLT.	/	Aquatics Director SLT
5. The current Centre 3 rd floor bathroom signage does not clearly mark students, adults or mixed, as this area has different uses at different times. SLT will follow up with further discussion if required.	/	SLT
6. Laurie received an invitation from USA Consulate for hosting a "USA Day" at NIS - a day to showcase the United States. SLT will choose a day to communicate with USA Consulate in Shanghai.	/	SLT