

# Nov 1

Thursday, October 19, 2023 11:05 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. HUB Project - Director, DOL Office Design

### **Proposals or Agenda:**

2. Winter Holiday
3. Budget Heads Presentation
4. Access Control at Construction Gate
5. Swimming Pool Proposal
6. Whistleblowing Policy
7. ACAMIS ELL Conference Proposal

Outcomes		
Description	By When	By Whom
1. SLT discussed the Director, Director of Learning office design related to HUB project and clarified the construction plan and process.	Ongoing	SLT
2. Since the campus will be without water and power during the Winter Project construction, OFT (Operation & Finance Team) staff will be working from home. Campus will be closed.	Winter Holiday	SLT
3. SLT confirms the Budget Heads Presentation will start from Week 11 & 12. Kasson will help confirm budget heads' timeline.	Week 11 & 12	Kasson
4. SLT emphasizes that for safety reasons, no one other than construction personnel is allowed to enter the construction enclosure area of the HUB Project.	/	SLT
5. Aquatics Director submitted the swimming pool proposal to SLT. Kasson will follow up details with Niels.	/	Kasson & Neils.
6. Kasson shared a draft NIS Whistleblowing Policy, SLT will give comments on shared document and discuss it at the next SLT meeting. This will then go to the Board for approval.	Week 12	SLT
7. NIS received an invitation to hold ACAMIS ELL Conference on April 2025. Laurie will follow up more details with Kelly before making a final decision.	April 2025	SLT