

Nov 22

Monday, November 20, 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. JEDI – Weekly Update
2. HUB Project

Proposals or Agenda:

3. LNY Staff Dinner
4. Recruitment Update

Outcomes		
Description	By When	By Whom
1. SLT shared the latest JEDI progress. The application process for replacing outgoing student taskforce members has been started. The interviews will be arranged after secondary exams in Week 16. Next Monday (Nov. 27) at staff morning briefing the process for selection of new JEDI adult taskforce applications will be shared. The process will be both in English and Chinese.	/	SLT
2. Arek prompts that in order to ensure the HUB Project is completed as scheduled, accelerating construction progress may produce more noise. It will ensure that construction noise is avoided during secondary exams week.	Ongoing	Arek
3. SLT confirmed the date for holding Chinese Lunar New Year Staff Dinner on Friday, February 2, 2024. All employees are invited, including Yadong Service, HomeCaught, Aden and Apple Solutions. Arek will follow up.	Feb 2, 2024	Arek
4. Laurie shared the current recruitment update. Secondary Deputy Principal application is ongoing. Next, will be focusing on the recruitment of vacancies in Primary School.	Ongoing	Laurie