

Mar 27

Wednesday, March 20, 2024 6:34 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. US Day

Proposals or Agenda:

3. EDU New Policy
4. NIS HUB Project
5. Accreditation Action Plan
6. Transition Retreat
7. Evacuation Drill Feedback
8. Mid-Semester Vacation

Outcomes	By When	By Whom
Description		
1. JEDI taskforce plans to integrate the relevant JEDI theme in the new school year new staff Orientation Week.	/	JEDI
2. May 4 th is US Day at NIS, a meeting for preparation will be arranged soon, marketing department will join. (Date changed to May 18)	May 4	SLT
3. Arek explained the Education Bureau new policy about student lunch fee for local schools, but not relevant to NIS due to our different status. More communication with the authorities will be followed up by Head of Government Relations.	Ongoing	Head of Government Relations
4. Arek shared NIS HUB signage and staircase concept design with SLT.	/	Arek
5. The Board Governance Meeting held on Monday (March 25), Laurie presented the proposal for response to the accreditation report as an action plan based on our mission and strategy. SLT reviewed the accreditation action plan, particularly – Domains A&B. A timeline for implementation was discussed.	Ongoing	SLT
6. The consultant Chris Jansen (www.leadershiplab.co.nz) will lead a transition retreat for SET during May 19 ~ 21 on campus.	May 19-21	SET
7. The evacuation drill clipboards have been changed to all red. It is only necessary to raise the clipboards when attention is required, usually accounting for a missing child or adult. Arek will announce the new procedure at Monday morning briefing.	April 15	Arek
8. Main campus will be closed during Mid-Semester Vacation, although fitness room will be open as normal.	Mid-Semester Vacation	OFT