

May 9

## NIS Meeting Summary

**Type of Meeting:** Senior Leadership Team (SLT) meeting

**Attendees:** Arden Tyoschin, Arek Owczarek, Laurie McLellan



crisis

**Matters to follow up:**

1. PAC toilets
2. Crisis response – additional information (see below)

**Proposals or Agenda:**

3. Textbook disposal process
4. progress of Early Years
5. Calculators in store

Outcomes		
Description	By When	By Whom
1. SLT discussed the usage of toilets near PAC during PS Assembly. These will remain Student toilets at this time; however, parents with non-school-aged children may use these toilets if needed. Adults without children may not use these toilets during the PS Assembly. Parents will be reminded when they attend the assembly.	ongoing	SLT
2. SLT discussed and agreed that counselors should guide SLT in the steps to be considered in the event of the death of a NIS community member. The document that was drafted should be housed with the counselors.	Week 35	Arden
1. SLT reviewed the procedure of disposal of books and agreed the approval of the disposal of textbooks should come from SET and the tracking should be done through the Librarian. Arden will follow up.	Week 35	Arden
4.1 Arek updated that the Finance presentation has been approved by Finance Committee and the construction of Early Years has started in blue gym. 4.2 Arek will send the concept landscaping drawings to Laurie. 4.3 In the approaching summer holiday, parents will have no access to campus except for new visits accompanied by Admissions. 4.4 SLT discussed the route for truck and Arek will request the construction to keep trees as many as possible.	ongoing	Arek
5. Arek has received an order for 70 calculators and will order for the gap because there are still 50 in store.	/	Arek