

<b>Attendees: KB, KH, RC, AD</b>	<b>SET Meetings Weeks 15 &amp; 16</b>	<b>Intention</b>	<b>Description / By Whom / When</b>
1	AQI Threshold Change	Decide	New AQI thresholds for the school day and for outside activities have been created and approved. For the school day, the threshold for inside play is 150 for EY/PreK and K2; 200 for Grades 1-12. Danny crafted guidance on AQI limits for outdoor activities related to athletics and NIS-run activities. These limits will apply to the NIS-run activities and act as guidelines for external organizations using the school outside the school day. Readings will be based upon the "Air Matters" App using the Qixia aggregate level. Please see SET with questions.
2	INSET 2019	Plan	<p>February INSET planning is underway with a focus on teacher agency and relevant elements of our accreditation action plan. SET is appreciative of the feedback from our October session.</p> <p>Responsive Classroom will also be a feature of INSET 2019, with Primary Teachers that have not had the RC training in this workshop. This group of teachers to be contacted prior to Week 18.</p>
3	Learning2 at NIS	Update	Learning 2 planning is well underway. Please consider presenting and see Sonya with details.
4	Enrollment Day	Inform	Our S2 enrollment day will take place of January 22 <sup>nd</sup> with 30-40 new students starting on January 24 <sup>th</sup> (the first day of S2). Though the enrollment day itself does not impact most teachers, supporting our new students and families does! Please see the A-Team or SET with any questions and see emails from these teams for details about new students in your classes.
5	Academic Honesty Statement and Style Guide	Review	A NIS citation style guide has been crafted by a group our colleagues for Grades 6-12, along with an updated Academic Honesty Statement. To be communicated at February INSET by Katie.
6	New Display Boards	Propose	20 redesigned display boards for large-scale exhibitions have been acquired. Old display board will be placed in the LGR during Week 17 for repurposing in the classrooms of interested teachers. More information to come via the Daily Bulletin via Kasson.
7	Science Lab Tech	Confirm	Jasmine Zhou will be our new Science Lab technician, starting January 21 <sup>st</sup> . Jasmine is coming from Dulwich College Suzhou and will be a full-time addition to the Science Department. She will overlap several days with our out-going part-time Lab Tech, Mr. Wu. His last day will be January 31 <sup>st</sup> .