

**French Advisory Committee
Agenda
October 18, 2021
1:00 P.M. - 3:00 P.M. (PST)**

Zoom Meeting link: <https://sd8.zoom.us/j/64899067039?from=addon>

1. Call to Order
2. Territory Acknowledgement

“We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8.”
3. Adoption of Agenda
4. Adoption of Minutes (p. 2) Appendix 4
5. Introductions/Welcome
6. Approval of French Advisory Committee Terms of Reference 2021/2022. (p. 6) Appendix 6
7. Approval of French Advisory Committee Annual Plan 2021/2022. (p. 7) Appendix 7
8. District Report
 - a. 2020/2021 Summary Enrollment Update
 - b. Preliminary Budget 2021/2022
 - c. Assessment Working Group Terms of Reference
 - d. Late French Immersion Registration Process Draft
9. Program Start up Summary from Schools
 - a. Canyon Lister Elementary School
 - b. Trafalgar Middle School
 - c. L.V. Rogers Secondary School
10. Update from Canadian Parents for French
11. Meeting Schedule 2021-2022 and Reminders - Next meeting: December 3, 2021
12. Adjournment

**French Advisory Committee
Minutes
June 8, 2021
1:00 P.M. - 3:00 P.M. (PST)**

Zoom Meeting link: <https://sd8.zoom.us/j/68509071344?from=addon>
and/or School Board Office Boardroom

Present: S. Walsh, Trustee
T. Malloff, District Principal
L. Carriere, Principal
H. Rozee, Techer
V. Finnie, Teacher
P. Luck, Principal
V. Jordan, French Immersion Canyon Grade 5/6/7
A. Strachan, Principal
N. Lynn, Learning Innovator

Regrets: Dr. Perkins, Superintendent
S. James, Trafalgar Parent Representative
D. Labonte, Teacher
S. Davina, Teacher
B. Eaton, Principal
S. Kitch, Teacher

1. **Call to Order**
The meeting was called to order at 1:03 pm.
2. **Territory Acknowledgement**
"We acknowledge, respect and honour the First Nations in whose traditional territories the Kootenay Lake School District operates and all Aboriginal people residing within the boundaries of School District No. 8."
3. **Adoption of Agenda**
Inclusion: TOR as Item: 10
The French Advisory Committee Agenda was approved.
4. **Adoption of Minutes**
The French Advisory Committee Minutes of January 11, 2021 was approved as amended.
5. **Introductions/Welcome/Thank You**
 - The committee conducted a round table of introductions.
 - T. Malloff thanked everyone for their efforts during the 2020/2021 school year.
 - Mohamed Kone, has now concluded his time with SD8. H. Rozee shared that the students at Trafalgar celebrated with him.
 - A. Strachan, shared that there are 36 FI students graduating from LVR this year.
 - T. Malloff thanked Victoria and Laury for their efforts toward French Immersion in Creston during the year.
 - P. Luck shared that there were more students registering for FI at Trafalgar than English program students for the school year of 2021/2022.
6. **Late French Immersion - Nelson and Creston**
 - a. **Review of Registration Process**
 - Went to an online registration process this year.
 - Timeline worked well, with respect to catchment deadline.

- Virtual FI night went well and more people attended as it was virtual.
- Add in grade that student is applying for into the online registration for next year.
- Should outside of grade 6 be an intake at the school level?
- Language assessment and staffing will need to be considered.
- Language assessment process that is clear to everyone should be established.
- Creston registration can include all grades.
- Language assessment is taking place at Trafalgar currently. Would not want to see intake based solely on the language assessment. Give parents a voice in this process as well.
- S. Walsh - Asked if students can join the program at secondary grade levels, such as 10, 11, 12?
- V. Finnie - an assessment would be done. But generally, it has been found that its difficult for a student to begin the FI program for the first time at a secondary level.
- The messaging around FI assessment, and clarity for all needs to be streamlined. Everyone should be following the same process.
- H. Rozee would like to be involved in the assessment process.

In Summary - To Do.

- Will be reframing and refreshing the FI brochure in the Fall.
- Looking at simple frame for intake at the various levels that include the inclusion approach.
- Timeline should stay the same.
- Continue with the virtual FI evening.
- Wait listing - open up to all and catchment policy will not differentiate between SD8 students and non SD8 student who live within SD8 boundaries.
- P. Luck feels that everyone should be included.
- S. Walsh - according to the policy - any student living within SD8 must be treated equally - all are at the same level even it not at an SD8 school.

7. District Report

a. Professional Learning

- AIM training was offered to all core French districts in the district and received an AIM kit.
- Hosted a FI collaboration. Rich discussions took place.
- BCLCA - SD8 and other districts applied for a grant to hold a conference, which took place virtually. All workshops were after school and each teacher received a resource. A sub committee has been created for the Southern Interior of BC to connect. There are unique opportunities for collaboration.

b. Budget

- Any unspent funds can be carried over. This has been approved by the Ministry of Education.
- The OLEP final report will be completed in June.
- Committed funds to Canyon Lister to get program started, and to AIM kits.
- P. Luck is hoping that a field trip opportunity could take place at Trafalgar for Grade 9 and would like to see some of the cultural funds going towards this.
- P. Luck - having Christophe at Trafalgar has been an excellent resource. Would like to consider how Christophe will be used next year. Potentially there is an imbalance this year and it should be reviewed.

- T. Malloff will review and discuss this with the SD8 Secretary Treasurer
- c. **Next Year- School Planning & Staffing**
- District wide support - need to consider equity. Must be considered with the administrative team and HR.
 - Supports would be beneficial in Creston. AIM Kits - Would like more AIM Kits. 3 kits are available from Hume that can go to Canyon.
 - L. Carriere - additional supports aren't needed at the moment due to the size of the program.
 - P. Luck - it's time for French Immersion students to connect in person more often, which would include Creston. Suggesting a meeting/come together at Crawford Bay.
 - V. Finnie will be moving to South Nelson Elementary School, and will have a 0.2 time at the district to support French.
8. **Summary from Schools**
- a. **Canyon Lister Elementary School**
- A very good year
 - Grade 5/6/7 who all gelled and worked well together.
 - Lots of excitement has been created for next years program.
 - There is interested in a secondary program in Creston.
 - S. Walsh - asked about numbers in Creston.
 - V. McAllister - have 12 now, and have 12 for next year, with some interested additional families for next year.
- b. **Trafalgar Middle School**
- Trafalgar is in a great position in French Immersion. Lots of family support and eager students.
 - Happy for the support at the district level.
 - Looking forward to working with Amy next year.
 - H. Rozee noted how it was a great experience to have more diverse students in the classroom.
- c. **L.V. Rogers Secondary School**
- Had an interesting schedule this year, but teachers rose to the occasion. And 36 students will be graduating this year.
 - Looking forward to next year.
9. **Update from Canadian Parents for French**
NIL
10. **Terms of Reference**
- FAC is more of an advisory committee.
 - We would like to see parent participation, so the terms of reference are followed with respect to quorum.
 - Possible to include parent on committee but not needed to meet quorum as an edit to the TOR. Parents not needed for quorum but encouraged.
 - H. Rozee felt that would should be able to find a parent to join the committee, and is willing to reach out to parents.
 - Would love to see a parent from Creston as well.

Will review TOR for next year as well as the Annual Plan and School Program Plans. Collaboration between these would be beneficial. Helps to be accountable at the end of the year. Will continue on with the process and structure.



11. **Meeting Schedule 2021-2022 and Reminders - Next meeting: Fall 2021**
First meeting will take place in early October.

12. **Adjournment**
The meeting adjourned at 2:09 pm.



FRENCH ADVISORY COMMITTEE
Terms of Reference ~~and Annual Plan~~
 2021 - 2022

PURPOSE

The purpose of the French Advisory Committee is to;

- A. provide a body for parents and students to have a voice in French Immersion
- B. promote, develop and enhance French Immersion and French in our community
- C. support and strengthen the French Immersion program
- D. support French connections
- E. create a sense community and identity
- F. build connections between staff, students, AFKO, CPF, the Board
- G. support inter-culturalization of our students

COMPOSITION AND OPERATIONS

- A. The Committee shall be composed of:
 - Director of Innovative Learning Services
 - One Trustee
 - One Principal or Vice Principal representative from each French Immersion School
 - ~~Canadian Parent for French representative~~
 - One Teacher representative from each French Immersion school
 - ~~One Two~~ Parent ~~representative~~representatives from ~~each~~ French Immersion schools and/or one Canadian Parent for French representative
- B. Parent representatives from the District FI schools shall be chosen by each respective school's PAC. The French Coordinator will work in collaboration with school PACs to advertise and encourage parents to participate in the selection process.
- C. The Committee will be chaired by the Director of Innovative Learning Services or designate
- D. The Committee quorum: 1 parent representative ~~from each stakeholder group~~
- E. The Committee will strive to make decisions by consensus; failing consensus, committee decisions will be made by a majority of votes cast. Abstentions from voting will not be counted in the affirmative or the negative.
- F. The Committee shall operate in a manner that is consistent with Board policies.
- G. The Committee will meet a minimum of three (3) times and more often if required. An annual schedule will be drawn up at the Committee's initial meeting of each year.
- H. The Committee may create ad hoc sub committees which will report to the FAC.
- I. The Committee will review the FAC purpose, decision making model, input process, and decision making/voting procedure at its initial meeting of each year.
- J. Present the Committee's Terms of Reference and Annual Action Plan at the Board meeting following the Committee's initial meeting.
- K. The FAC Terms of Reference, annual plan and minutes are located on the School District 8 Website.

DUTIES AND RESPONSIBILITIES

The Committee has the responsibility to discuss and advise on opportunities and concerns facing French Immersion Programs (FIP) in the District including:

- A. Supporting and encouraging the development of long-range planning for the FIP.
- B. Assisting in promoting opportunities and excellence in the FIP.
- C. Providing a liaison between the FIP, the Board of Education, the community and parents.
- D. Informing parents and the public about the FIP in the District.
- E. Providing ongoing information about program entry and student retention.

ACCOUNTABILITY

The FAC will report to the Superintendent of Schools and the Board of School Trustees as follows:

- A. Minutes of meetings will be forwarded to the Superintendent of Schools

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French Immersion Advisory Committee (FAC) Annual Plan 2021/2022

Committee Members

- School District 8 Board Trustee
- District Staff
- Teachers
- Parents

Goals and Objectives

1. To ensure French Immersion program continuity and coherence from elementary to secondary.
2. To improve collaboration for professional learning across the District

Strategies and Structures to Achieve Goals

1. French Immersion School Program Plans at L.V. Rogers Secondary School, Trafalgar Middle School, and Canyon Lister Elementary School.
2. School District 8 French Immersion Data:
 - Per School and District-Wide program ~~numbers enrollment~~
 - ~~Enrollment and Retention rates~~
 - ~~FGLA 10 Provincial Assessment French Language 10/12 Provincial Assessment~~
 - Provincial Student Learning Surveys (Grade 7, 10 and 12)
3. School District 8 Professional Learning Events (French Immersion and Core French)

Communication Strategies

1. French Advisory Committee meetings
2. School District 8 website and email
3. Parent Advisory council and School District 8 staff meetings
4. PVP Leadership meetings
5. ~~Canadian Parents for French (CPF) list serve and website~~

2021-2021 FAC Meeting Schedule

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|--------------------------------|--|
| October- 8 18, 2021 | Focus: Terms of Reference and Annual Plan |
| December 3, 2021 | Focus: Budget and School Program Plans |
| January 28, 2022 | Focus: French Immersion Information Night and Registration Process |
| May 6, 2022 | Focus: Year End Wrap Up. What have we learned this year? |