

French Advisory Committee

Agenda

January 16, 2023

1:00 P.M. – 2:30 P.M. (PST)

VIA TEAMS:

[Click here to join the meeting](#)

SD8 French Immersion Program Website ([Click Here](#))

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. Introductions/Welcome
4. Adoption of January 17, 2023 Agenda
5. Adoption of October 18, 2022 Minutes
6. District Updates
 - a. Review Terms of Reference edits – Director Eaton
 - b. Review of Annual Plan edits – Director Eaton
 - c. French Immersion Enrollment Update – Director Eaton
 - d. School Plans – Vanessa Finnie
 - e. Core French Update – Vanessa Finnie
7. School Updates:
 - a. Canyon Lister Elementary School – Principal Carrier
 - b. Trafalgar Middle School – Principal Mushumanski
 - c. L.V. Rogers Secondary School – Principal Malloff
8. Schedule of 2022-2023 Meetings is:
October 18, 2022
January 17, 2023
February 21, 2023
April 18, 2023
9. Adjournment

French Advisory Committee

Minutes

October 18, 2022

1:00 P.M. – 2:30 P.M. (PST)

VIA TEAMS:

[Click here to join the meeting](#)

SD8 French Immersion Program Website ([Click Here](#))

Present: Trustee Walsh
Ben Eaton, Director
Tim Mushumanski, Principal Trafalgar
Wendy Machado, Teacher
Laury Carriere, Principal Canyon Lister
Tamara Malloff, Principal LVR
Victoria Jordan, Teacher Canyon Lister

Regrets: Vanessa Finnie, Teacher

1. Call to Order

The meeting was called to order at 1:06 p.m.

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. Introductions/Welcome

A roundtable of introductions took place.

4. Adoption of October 18, 2022 Agenda

The FAC October 18, 2022 agenda was approved.

5. Adoption of June 7, 2022 Minutes

The FAC June 7, 2022 minutes were approved.

6. District Updates

a. Review Terms of reference

Notes:

Composition and Operations – J

J- should begin with The Committee to follow with others.

Composition – A

Two parent representatives – Principals may reach out to parents who may wish to participate as a parent representative.

Canadian Parent for French – The Nelson Branch is on hold at the moment.

b. Review of Annual Plan

Committee members – align with TOR

Strategies – 3

School District 8 Professional Learning Events – include non-district ProD. – Reflect ProD in general.

21/21 FAC meeting schedule should read 21/22

Revise FI information nights

Nona will update Action Plan and TOR for approval at next meeting.

c. French Immersion Enrollment Update

Director Eaton provided a French Immersion enrollment update to the committee.

d. School Plans

District Teacher Finnie will work with schools to help support development of school plans.

The plans are due January 17, 2023.

Ensure plans align with the budget.

e. Professional Learning Opportunities & Resources

- **BCTML, ACPI Conference**
- **SD8 Microsoft Teams platform for FI Teachers**
- **Core French Resources & Units**
- **French Coordinator's Schedule**

A group of teachers are going to BCTML Conference this week.

ACPI conference will be taking place and is an opportunity for SD8 teachers. Taking place November 3 to 5th. We are able to send one district teacher to this conference. Please share with teachers. If interested send your request to Ben and Nona.

January 16 – Vanessa will be running a Core French ProD break out session.

Vanessa is creating a resource SharePoint that will house resources.

Core French Resources – Vanessa will be in schools supporting Core French teachers. Thematic kits have been created to share with schools.

Vanessa is here to support all things French and works in this capacity on Fridays. Feel free to reach out to her.

7. School Updates:

a. Canyon Lister Elementary School

- 3rd year of late French immersion program
- 24 students
- Multi age/multi ability classroom.
- Beginning conversations as program grows – what is the best way to grow it.
- Will begin promoting the program for next year in November and December (information to schools, student visits, district advert onto the Creston community, as well as word of mouth)
- Many students attending the program are from other areas in the district.
- The class is wonderful.
- AIM kits – we are very grateful for them. Have been crucial to the success of the program.
- Laury thanked Victoria for all her hard work.

b. Trafalgar Middle School

- 4 grades of French immersion
- 226 FI students
- 3 groups – grade 6, 2 at grade 7, 8 and 9
- Plans to get new resources out to the classrooms. Lots of student and parent support.

c. L.V. Rogers Secondary School

- 74 French Immersion Students
- 18 graduates this year.
- FI represents 12% of the school community
- Core French 26 students grades 10 and 11
- Exploring an AP French Immersion
- Have purchases MyBluePrint for FI, digital resources – another cart of technology.
- Classes are doing wonderful presentations.
- Francophone program going on in the school 28 students – it adds to the diversity in the school.

8. Schedule of 2022-2023 Meetings is:

October 18, 2022

January 17, 2023

February 21, 2023

April 18, 2023

Nona will update everyone's calendars with dates.

9. Adjournment

The meeting was adjourned at 1:40 p.m.

FRENCH ADVISORY COMMITTEE

Terms of Reference

2022-2023

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
 - One Teacher representative from each French Immersion school
 - Two Parent representatives from French Immersion schools.
- 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: Director of Innovative Learning Services (or designate), 1 trustee, 1 principal (or designate) from each French Immersion school, and 1 parent representative.
- 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. The Committee shall present the 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

French Advisory Committee (FAC) Annual Plan 2022/2023

Committee Members

- Director of Innovative Learning Services
- One Trustee
- One Principal or Vice Principal representative from each French Immersion School
- One Teacher representative from each French Immersion school
- Two Parent representatives from French Immersion schools.

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 enrollment
 - Enrollment and Retention and program development
 - French Language 10/12 Provincial Assessment
 - Provincial Student Learning Surveys (Grade 7, 10 and 12)
3. School District 8 Professional Learning Events including non-District Professional Development (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

2022-2023 FAC Meeting Schedule

October 18, 2022 Focus: Terms of Reference and Annual Plan
January 17, 2023 Focus: Budget and School Program Plans
February 21, 2023 Focus: French Immersion Information Night and Registration Process
April 18, 2023 Focus: Year End Wrap Up. What have we learned this year?

*** January 5, 2023 - French Immersion Information Night (Nelson and Creston)