

French Advisory Committee

Agenda

October 17, 2023

1:00 P.M. – 2:30 P.M. (PST)

VIA TEAMS: [Click here to join the meeting](#)

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 October 17, 2023 Agenda
5. Adoption of [April 18, 2023 Minutes](#)
6. District Updates
 - a. Review [Terms of Reference](#)
 - b. Review of [Annual Plan](#)
 - c. [School Plans](#)
 - d. [Professional Learning Opportunities & Resources](#)
7. School Updates:
 - a. Canyon Lister Elementary School
 - b. Trafalgar Middle School
 - c. L.V. Rogers Secondary School
8. Schedule of 2023-2024 Meetings is:

October 17, 2023 – Focus: TOR, Annual Plan, School Plans

December 5, 2023 – Focus: School Program Plans, French Immersion Information Night and Registration Process

March 5, 2024 – Focus: French Immersion Registration Update

April 16, 2024 – Focus: year-end wrap-up. Celebrations. What have we learned this year?

*Parent Engagement – January 4, 2024 – French Immersion Information Night for Creston and Nelson families.
9. Adjournment

**French Advisory Committee
Minutes
April 18, 2023
1:00 P.M. – 2:30 P.M. (PST)
Via Zoom**

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

Present:

J. Bremner, Trustee
Tamara Malloff, District Principal
Vanessa Finnie, District Teacher – French Coordinator
Tim Mushumanski, Trafalgar Principal
Victoria Jordan, Teacher, Canyon Lister
Dan Rude, Principal L.V. Rogers
Genevieve Lepage, Parent
Lauren Fanthome, Parent
Nona Lynn, Learning Innovator

1. Call to Order

The meeting was called to order at

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."

Tamara shared an overview and gratitude towards the recent Indianizing the Curriculum Professional Development Day.

3. Introductions/Welcome

A round table of introductions took place.

4. Adoption of April 18, 2023 Agenda

The Agenda of the April 18, 2023 French Advisory Council were approved.

5. Adoption of February 21, 2023 Minutes

The Minutes of the February 21, 2023 French Advisory Council were approved.

6. District Updates

a. Update on Terms of Reference and Annual Plan - Deferred until 23/24 school year.

District Principal Malloff shared that the Terms of Reference and Annual Plan will be updated for the 23/24 school year and adopted at the first meeting of next year.

b. School Plans – French Coordinator Finnie

Nil.

c. Events & Professional Learning – French Coordinator Finnie

District Teacher Coordinator Finnie, shared information regarding French related Professional Learning for School District No. 8 Kootenay Lake.

- Jaclyn Dexter - SD8 ProD Indigenizing the Curriculum
- Shauna Nero – District Workshop
- BCLCA Conference upcoming (Vanessa and Wanda will be attending)
- MYPITA (middle school teachers) meeting in May – Core French teacher focus
- South Interior Late French Immersion Teacher Collaboration network session in May

District Principal Malloff thanked Vanessa Finnie for all of her hard work as the District French Coordinator.

7. School Updates:

a. Canyon Lister Elementary School – Principal Carrier

- 24 students this year. 29 enrolled for next year. French at Canyon Lister is growing.
- Ordered 2 more AIM kits for next year.
- Will have three levels of French for next year.

b. Trafalgar Middle School – Principal Mushumanski

- Course selection currently taking place
- Looking at numbers of students going into grade 6 French Immersion for next year.
- Poling students this week who are currently in TMS to see if they will continue on with French Immersion for next year. Tentatively planning to work with the same numbers of this year for next.
- Looking at budgets for French Immersion, and ensuring we are trying up the year of spending for April 30.
- French Immersion document cameras were purchased for the TMS French program.
- Carnival took place and TMS. Was very well received. Grade 9 students were able to fill a leadership role for the event.
- Grade 6 classes are going to be doing some biking to build a sense of team and community with the classes.
- Many TMS teachers going to the Southern Interior conference upcoming.

c. L.V. Rogers Secondary School – Principal Rude

- Course selection and staffing, looking forward to next year.
- Looking to fill a French position in the district.

8. Schedule of 2023/2024 meetings:

Tuesday, October 17, 2023

Topics: 1701, Enrollment, Annual Plan, TOR, School Plans

Tuesday, December 5, 2023

Topics: Presentation of School Plans, Update on ProD Plan, French Immersion Registration Process

Tuesday, March 12, 2024

Topics: Enrollment Update, School Plan Updates

Tuesday, April 23, 2024

Topics: Graduation, Year End Celebration, Planning for next year.

Reviewed the schedule of meetings for 23/24 school year, as well as an overview of topics for each meeting.

9. Adjournment

The meeting was adjourned at 1:36 p.m.

FRENCH ADVISORY COMMITTEE

Terms of Reference

2023-2024

Composition

The French Advisory Committee is an advisory group and is chaired by the Director of Innovative Learning (or designate).

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.

Purpose

The purpose of the French Advisory Committee is to bring together, on an ongoing basis, parents, members of senior staff and the Board of Education to have informal discussions about how to support the district French Immersion and French programs.

The Committee will:

- A. Provide a body for parents to have a voice in French Immersion
- B. Support, promote, and enhance French Immersion and French in School District No. 8
- C. Support French connections
- D. Support inter-culturalization of School District No. 8 students.

Operations

- A. Parent representatives from the District French Immersion schools shall be chosen by each respective school's PAC. The Principals of the French Immersion schools will work in collaboration with school PACs to advertise and encourage parents to participate in the selection process.
- B. The Committee quorum:
 - Director of Innovative Learning Services (or designate)
 - 1 Trustee (or designate)
 - 1 Principal (or designate) from each French Immersion school
 - 1 parent representative
- C. The Committee shall operate in a manner that is consistent with Board policies.
- D. The committee will meet a minimum of three (3) times and more often required per school year.
- E. An Annual Plan will be approved by the Committee at the first meeting of the year.
- F. The Committee may create ad hoc sub committees which will report to the French Advisory Committee.
- G. The French Advisory Committee Terms of Reference, Annual Plan and minutes will be posted on the School District No. 8 website.
- H. The French Advisory Committee will report to the Superintendent of School and the Board of Education and minutes of meetings will be forwarded to the Superintendent of Schools.

Duties and Responsibilities

The Committee will offer a venue for parties to discuss ways to work together in support of students, the school district and public education, building trust and sustaining strong functional relationships, and strengthening communication and information sharing. The discussions will be purposeful, constructive and team building in nature.

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

Review

The French Advisory Committee Terms of Reference will be reviewed annually.

FRENCH ADVISORY COMMITTEE

Annual Plan 2023-2024

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.
3. To improve collaboration of Core French across the District.

Strategies and Structure to Achieve Goals

1. French Immersion School Program Plan will be developed and shared from L.V. Rogers Secondary School, Trafalgar Middle School and Canyon Lister Elementary School.
2. French Immersion Data
 - a. School and District Wide program enrollment
 - b. Enrollment, retention and program development.
 - c. French Language 10/12 Provincial Assessment.
 - e. Provincial Student Learning Surveys (Grade 7, 10 and 12)
3. School District No. 8 Professional Learning events including non-District professional Development (French Immersion and Core French)

Communication Strategies

1. French Advisory Committee meetings
2. School District No. 8 website
3. Parent Advisory Council and School District No. 8 staff meetings
4. School Leadership meetings

2023 - 2024 French Advisory Committee Schedule of Meeting and Focus

October 17, 2023	Focus: Terms of Reference and Annual Plan
December 5, 2023	Focus: School Program Plans, French Immersion Information Night and Registration Process
March 5, 2024	Focus: French Immersion Registration Update
April 16, 2024	Focus: Year end wrap up. Celebrations. What have we learned this year?

*Parent Engagement January 4, 2024
PARENT ENGAGEMENT: French Immersion Information Night for Creston and Nelson families

School Name

French Immersion Program Plan

school logo above

Program Overview:

Description of program - French Immersion and Core French (as applicable)

Courses and/or teachers

Student Demographics:

May include a table of grade breakdown and totals

May include 2-3 years

Program Highlights:

Highlight any program specialties (list of courses, methods/strategies)

Events and initiatives as applicable

Program Goals:

Up to two overarching program goals for the year

Budget Allocation 2019-20

French Cultural Activities 440 0000-0-00-42110	Immersion Learning Resources 440 0000-0-00-51407	e-Learning Tech 440 0000-0-00-51409	French Immersion Grant 440 0000-0-00-51414	Total
\$	\$	\$	\$	\$

1. French Cultural Activities
(description here)

2. Immersion Learning Resources
(description here)

3. e-Learning Tech Grant
(description here)

4. French Immersion Grant
(description here)