School District 8
Kootenay Lake

FRENCH LANGUAGE WORKING GROUP

Terms of Reference

Composition

The French Language Working Group is chaired by the Director of Instruction – Curriculum, Instruction and Assessment (or designate).

The Working Group shall include the following members:

- Director of Instruction – Curriculum, Instruction and Assessment
- One Principal or Vice Principal representative from each French Immersion school
- One teacher representative from each French Immersion school
- Parents invited at the discretion of the Working Group based on the relevance of their involvement

Purpose

The purpose of the French Language Working Group is to provide a collaborative platform for members of the Senior Leadership Team, staff, and other stakeholders to support and enhance French Immersion and French programs within School District No. 8 (Kootenay Lake).

The Working Group will:

- Support, promote and enhance French Immersion and French programs across the district.
- Foster connections among French-speaking communities and programs.
- Promote intercultural understanding and engagement among students.

Operations

- The French Language Working Group shall operate in a manner consistent with Board policies.
- The Working Group will meet a minimum of three (3) times per school year.
- An Annual Plan will be developed and approved at the first meeting of each school year.
- The Terms of Reference, Annual Plan, and meeting minutes will be shared with representatives from participating schools.
- The Director of Instruction – Innovative Learning (or designate) will coordinate meeting schedules, set agendas and facilitate discussions.
- Decisions or recommendations arising from the Working Group will be made by consensus where possible. If consensus cannot be reached, the Chair will have the final say.

Duties and Responsibilities

The French Language Working Group will serve as a platform for collaborative discussions and actions aimed at supporting students, building trust, and strengthening communication and relationships.

Key responsibilities include:

- Supporting the development and implementation of plans to enhance the French Immersion Program.
- Assisting in promoting opportunities and excellence in the French Immersion Program.
- Informing the public about the French Immersion Program within the district.
- Providing ongoing information on program entry and student retention.

Review

The French Language Working Group Terms of Reference will be reviewed annually.