



HALTON DISTRICT SCHOOL BOARD FRENCH AS A SECOND LANGUAGE ADVISORY COMMITTEE

The role of the French as a Second Language Advisory Committee is to support excellence in French as a Second Language programs and improve student learning.

The committee is an advisory group that will allow a forum for representation from a variety of stakeholders. This committee will align itself with the Halton District School Board Strategic Plan and endeavour to consult, collaborate and proactively provide advice to senior staff and the Halton District School Board regarding the provision of French programming (Core and Immersion).

Representation

The committee will have representation from a variety of interested parties. Meetings will provide parents, trustees, administrators, students and community partners an opportunity to work closely together to discuss items and provide advice on issues that relate to French programming.

- 4 Trustees (one per geographic area)
- 12 Parent representatives (three per geographic area)
- 1 PIC Committee Chair or Designate
- 1 Home and School Chair or Designate
- 2 Student Representatives (Secondary Core and French Immersion)
- 1 Elementary and 1 Secondary Administrator (experience in French school)
- 4 Teachers (elementary and secondary with experience in Immersion and/or Core French and representing all divisions and geographic areas)
- 1 Canadian Parent for French Representative (Community Representative)
- 1 Community Representative (Business and Industry)
- 1 French Coordinator
- 1 System Principal for French
- 1 Superintendent or Designate (Resource to committee)
- 1 Associate Director (Resource to committee)

The committee will try to ensure representation from all geographic areas.

(Planning and research department available as needed)

Committee Objectives:

- To improve the quality of French programming with respect to student achievement and improving the culture of bilingualism.

- To serve as a liaison to community groups in matters pertaining to French programming.
- To review possible revision to the current delivery model (French Review).
- To act as advocates for French as a Second Language programming for all students in Halton.
- To provide recommendations to the Board annually, no later than December 31, of possible changes to the service delivery model of the Ontario curriculum in both Core French and French Immersion programs.
- To provide recommendations on appropriate resources.

Membership Process

- The recruitment of members will take place annually through an online application process. Applications may also be made available through local schools.
- Representatives of the PIC Committee, an appointed Trustee, the System Principal and the Associate Director will establish timelines for the process and participate in the selection of the advisory committee members.
- The System Principal for French will receive all applications.

Terms of Office

- Committee members will serve a term of up to two years.
- Regular attendance is expected.
- Changes in circumstances that impact a member's ability to participate fully should be discussed with the Chair.
- Vacancies will be filled using membership criteria and application process.

Committee Roles

- Committee members at the first meeting will appoint a committee chair and a secretary.
- Other Committee roles will be determined based on annual needs and goals. Should any of these roles involve a financial component, receipts and/or a financial statement will be submitted to the committee.

The **Chair** will:

- Call committee meetings.
- Prepare a written agenda and post in advance to allow all members to review.
- Chair Committee meetings and work to guide the decision-making processes.
- Arrange a designate to chair meetings when the Chair is absent.

The **Secretary** will:

- Record and distribute minutes of all committee meetings and make them available to the public via the Board website and individual School Councils.
- Maintain a current membership and contact list of committee members.

- Maintain a file of all correspondence, minutes of committee meetings and reports.