



**COMMUNITY ADVISORY COMMITTEE MINUTES**

**Committee Name:** French as a Second Language Advisory Committee

**Date:** May 9, 2017

**Time:** 7:00 p.m.

**Present:** Parent Co -Chair Kristina Laperle (W17); Parent Vice-Chair Peggy Dufresne (W19); Rob Janes (W2); Lisa McAvoy (W2); Caroline Paterson (W7); Lauralyn Johnston (W8); Rosemary Sutherland (W9, Alt); Maureen Burnett (W11); Sarah Smith (W15); Sharon Beason (W16); Randy Samuel (W17, Alt); Gail Miller (W21), Mary Cruden (Canadian Parents for French)

**Regrets:** Trustee Co-Chair Robin Pilkey; Trustee Pamela Gough

**Teleconference:** Alison MacAlpine (W14); Wilmar Kortleeve (W13); Deloris Williamson-Braham (W5)

**Staff:** Manon Gardner (Exec. Superintendent); Angela Caccamo (Central Co-ordinating Principal); Kirsten Johnston (Program Co-ordinator, FSL)

**Guests:** Maxine Wray (Senior Manager, Staffing & Recruitment, Elementary Teaching), Andrew Gold (Senior Manager, Staffing & Recruitment, Secondary Teaching)

**Recorder:** Linda Mendonca

ITEM	DISCUSSION	RECOMMENDATION/ MOTION/ACTION
<b>1. Call to Order/Welcome &amp; Introductions (Kristina Laperle)</b>	<b>Call to Order:</b> Meeting was called to order by Chair Laperle at 7:15 p.m. Welcome and introductions followed.	





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<b>2. Approval of Quorum/Membership Review (Peggy Dufresne)</b>	<b>Membership Review</b> - No membership changes	
<b>3. Approval of Agenda (Kristina Laperle)</b>	<b>***Motion:</b> Peggy, seconded by Sarah, moved to approve the agenda as per the following amendments. Motion carried.  Under Chairs' Report - Add: Annual General Meeting planning and Newsletter Items	Linda to post agenda to FSLAC webpage.
<b>4. Approval of Minutes April 4, 2017 (Kristina Laperle)</b>	<b>***Motion:</b> Matt, seconded by Rob, moved to approve the minutes from the meeting dated April 4, 2017.	Linda to post minutes to FSLAC webpage.
<b>5. Supply Teachers for French Assignments Guests: Andrew Gold and Maxine Wray form TDSB Employee Services</b>	<b>Supply Teachers for French Assignments Guests: Andrew Gold and Maxine Wray from TDSB Employee Services</b> <ul style="list-style-type: none"> <li>▪ employee services: - reviews how occasional teacher roster works; how teachers are dispatched; oversees occasional teacher roster, management roster, and hires teachers.</li> <li>▪ different needs in Elementary and Secondary.</li> <li>▪ look for competent and effective supply teachers</li> <li>▪ some challenges in finding French Immersion occasional teachers, various strategies used to recruit teachers.</li> </ul> <b>SmartFind Express</b> <ul style="list-style-type: none"> <li>▪ To fill our jobs for contract or occasional teachers, we use a dispatch system called SmartFind Express.</li> <li>▪ when a teacher is away, the principal (or teacher who is going to be absent, varies</li> </ul>	Maxine and Andrew to come back to a future meeting to present statistics  Members to forward any further questions for Andrew and Maxine through Linda





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	<p>from school to school) inputs the need in the system; sometimes teachers or principals specifically ask for designated teachers from their ‘preferred list’.</p> <ul style="list-style-type: none"> <li>▪ If system is not able to contact anyone on the preferred list, we stipulate which specific subjects, or qualifications are required and SmartFind will call teachers who are in that area of the city; there are 8 zones in the TDSB. Teachers tell us what regions they want to teach in.</li> <li>▪ - focus is on having teachers who are properly certificated to fill in for the absent teacher familiar with the school and live in the geographical location.</li> <li>▪ If a teacher who matches the specific needs is not available by 7 am, SmartFind Express calls on teachers that are properly certificated and are available, but are not in the designated zone. By 8am calls go out to find any teacher who is available.</li> </ul> <p>To increase the pool of teachers with specific requirements, we look at recruiting teachers with specific additional qualifications of teachers. For example, within the Secondary Panel there is a shortage of technological education teachers and we that is one are we are now going to recruit specifically.</p> <p><b>Questions/Comments</b></p> <p><b>Q:</b> Are there statistics of the numbers of FI teachers that are available for FI work? How many Long Term Occasional Teachers do you have?</p> <p><b>A:</b> There are approximately 1100 Long Term Occasional Teachers in classrooms right now; they are not broken down by how many are French Immersion. In both panels we have 300 teachers that are certified in French. We have 200 elementary and 150 secondary teachers that are not certified in French but have French</p>	





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	<p>capabilities. It's hard to say what the number of jobs is on any given day.</p> <p><b>Q:</b> I'm concerned about how many positions are not filled, rather than those that are filled. At every step of the way, is there a way to select whether they have qualifications in French?</p> <p><b>A:</b> Specialist certifications come into play for leadership, but not for teachers.</p> <p><b>Q:</b> If a principal requests a specific teacher, how do we know that we are matching the French vacancy with qualified teachers?</p> <p><b>A:</b> When schools create a preferred list (i.e. with basic primary qualifications), when they are looking for a FI teacher, it will only call those on the French list.</p> <p><b>Q:</b> One of the problems is long-term absences and non-French teachers, how do schools that are looking for French teachers get into that queue?</p> <p><b>A:</b> The system has 50 phone lines calling out (rapidly moving system that keeps going in sequence). When there is an issue filling a position in a specific context, that is where the principals are encouraged to work with our office. We do recruiting based on needs by getting a preferred list and making it more effective. Other steps require involving central staff; a specified substitute is important to help build relationships with schools and communities. Principals are encouraged to make additions to the roster to fill needs. On a regular basis, we review the elementary list and interview French teachers to get them on the list.</p> <p><b>Q:</b> Are there any other resources that can be used to support finding French teachers?</p>	





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	<p>What about letters of approval/permission, the Ministry of Education, funding?</p> <p><b>A:</b> In terms of strategies, our goal is to have qualified teachers, however there is a system, and provincial need, in terms of locating FI teachers.</p> <p><b>Comment:</b> There is a big problem in area north of the 401; A lot of young teachers seem to apply but not get hired.</p> <p><b>A:</b> The challenge comes when we have supply teachers that do not want to go to certain locations, or cannot make it to certain locations on-time due to distance and/or public transit limitations. It's one of our focuses in Employee Services. Andrew has introduced a strategy that we can help with the recruiting; When we are screening folks for interviews, we look at people who were applying by postal code. In other words, if we have a school that is having a challenge filling its absences, hiring new Occasional Teachers who live in a relatively close proximity to the school will be of assistance since often you don't know about the job until 7:30.</p> <p><b>Q:</b> The ward I'm in is opening programs in FI and extended, but the administrator is not familiar with dual programs. How do you match administrators? Is there an audit done?</p> <p><b>A:</b> There is training for occasional teachers, and regular OT updates to principals, and principals are encouraged to contact us directly. Our staffing officers are well versed in supporting principals (whether new or experienced) with the staffing process.</p> <p><b>Q:</b> Can we have some clarification regarding new training that principals go through</p>	





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	<p>to understand the SmartFind system?</p> <p><b>A:</b> It's important that we have communication between central departments and the Principals Advisory Committee, so we attend their meetings every 4-6 weeks. With the new structure and learning centre model, we have started to connect with the principals at the monthly Learning Centre Principals meetings.</p> <p><b>Q:</b> There are teachers that are not French qualified teaching French and we have classes with four to five different teachers before the regular teacher comes back. What can we do to help you guys make it better?</p> <p><b>A:</b> French teachers are very much in demand. We also must follow Regulation 274 which was put in place in 2012. It determines the different stages one must pass to get a contract; Occasional Teacher (OT), Long-term Occasional (LTO - four months), then moved to contract with parameters. When we know the teacher is not coming back for a longer period and the position needs to be filled, it must be posted for five days under the Education Act, Regulation 274. Until the posting process is completed, there may be a few daily teachers who cover the class, If they don't want the position for the longer term, there may be some initial mobility in and out of the position until it gets filled for the longer term.</p> <p><b>Q:</b> Do you have any recruitment or retention strategies?</p> <p><b>A:</b> We have expanded the candidate search to other Universities (i.e. Ottawa, McGill and Glendon); and asked staff to pool lists of Universities. Attracting people to come to Toronto is not easy because it is very expensive. We have been exploring social media to meet potential candidates where they are at. French Immersion</p>	





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	<p>Principals assist us with the recruitment process by networking.</p> <p><b>Q:</b> How about some of the schools that are having difficulty?</p> <p><b>A:</b> We know where some of those challenges are; it's the challenge of getting qualified teachers to go there.</p>	
<p><b>6. Chair's Report</b></p> <ul style="list-style-type: none"> <li>▪ <b>Updates on Pupil Accommodation Reviews</b></li> <li>▪ <b>Report for Before – and- After School Programs</b></li> <li>▪ <b>- Report for Equity Foundation Policy (P037)</b></li> </ul>	<p><b>Guildwood PARC (Ward 19) - Peggy</b>            Guildwood is a non-issue when it comes to the French Program. Eight (8) options were presented by the community. French programs students will have one less transition. The second public meeting was held last week; it was a very passionate; very interesting meeting; Board receives the recommendations on June 5.</p> <p><b>Ward 6 PARC - Caroline</b>            There has been no news since the last meeting. They are not changing any of the proposals presented in the initial materials.</p> <p><b>Ward 2 PARC – Rosemary Sutherland</b>            The review is finished. The Board is receiving their recommendations. Not everyone is happy with closing one secondary school.</p> <p><b>Report for Before – and-After School Programs</b>            Members discussed the draft letter with recommendations to TDSB Child Care Services Managers regarding Child Care Services following their presentation at the last meeting and made some changes to the recommendations. The letter will be forwarded Child Care Services managers, Louise Humphreys and Liz Hoang, as well</p>	





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	<p>as Central Co-ordinating Principal, Sheryl Robinson–Petrazzini.</p> <p><b>Report for Equity Foundation Policy (P037)</b> Members discussed the draft letter with recommendations to go the consultation team regarding the Integrated Equity Framework and made some changes to the letter. If anyone has any further changes, they are asked to send them to Kristina by e-mail. The final letter will be forwarded to the Integrated Equity Consultation team.</p>	<p>Kristina to e-mail draft letter for further changes to the FSLAC and forward final letter to TDSB Child Care Services Managers.</p> <p>Kristina to forward final letter to Equity Consultation team.</p>
<p><b>7. Ward Reports</b></p>	<p><b>Ward 13 (John Fisher Meeting)</b> The meeting was well attended. A 30 plus storey building is going up next year. Some very vocal parents encouraged parents to do the survey; 2/3 parents would have to opt to go to Vaughan. Some distress among parents that development charges will go to the City of Toronto and TDSB did represent their interests at the OMB. TDSB has agreed to all recommendations to mitigate construction impact.</p> <p><b>Gifted Screening</b> Concern that attrition rates will rise in FI/Ext Staff response: Lori Moore is still working on reports to go to PSSC. Data and information is up and coming in the new school year. Uton is presenting fulsome report on Special Education and Gifted Programs; about where programs are in Elementary and Secondary and Universal Screening. Staffing implications are being considered next September.</p>	
<p><b>8. Other Business</b></p>	<p><b>Newsletter</b></p>	





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	<p>Deadline for newsletter is end of May</p> <p><b>Annual General Meeting</b> Annual General Meeting to be held at next meeting on June 13. FSLAC annual report to PSSC will be reviewed and FSLAC approval sought and a quick review of best practices and suggestions for the following year; What we have done well? Where we can improve and set goals for next year.</p> <p><b>Elections</b> Parent Co – Chair Kristina Laperle will be stepping down. FSLAC has some fantastic reps who would make a great Co-chair and Vice-chairs. Mary will handle nominations. E-mail Mary if you are interested.</p> <p>Meeting was extended for 10 minutes...</p> <p><b>Staff Report</b> There have been many conversations about equity and FI/Extended French. Teaching and Learning staff have been asked to do a French Review next year. Manon is working with colleagues to review French programs (i.e. transportation, entry points, staffing). The last review was done in 2009. No framework yet; . We will need your feedback at the next meeting with a little more time, to put together and move forward in the fall. Manon and team will come back with Potential Framework (i.e. what kind of consultations, how broad, etc.). Recommendations will not have an effect in September; a report will go to board in May 2018.</p> <p><b>Changes to FI/Extended Information Meeting Nights</b> We are looking at reducing the number of information nights we are offering to a</p>	<p><b>Manon will come back for input for Potential Framework for French Review at next meeting.</b></p>





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	<p>number that we can manage with the reduced staff. WE have offered 73 in the past. Now, that we can do more electronically, we are proposing different locations than before and are looking at covering wider areas.</p> <p><b>Enrolment Report</b> This year's report also includes systemic challenges and successes. Manon will send the report to FSLAC chair/co-chair before it goes to PSSC on June 8, 2017</p>	
<b>Adjournment</b>	Adjourned at 9:27 pm.	
<b>Next Meeting June 13, 2017</b>		

