

**Date:** June 18, 2025 **Agenda Item:** 8.8

**To:** Board of Trustees

**From:** Shawna Warren, Superintendent

**Originator(s):** Jonathan Konrad, Deputy Superintendent, Education Services

**Subject:** **Administrative Procedure 800: Language Programs**

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**Background:**

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision, Mission and Values and the effective operation of the Division ([AP 205 Developing Administrative Procedures](#)).

Administrative Procedures are reviewed and developed on a regularly scheduled basis.

Administrative Procedure 800 has been reviewed to reaffirm the Division's commitment to offering diverse language learning opportunities, including French as a Second Language and French Immersion. Updates clarify expectations for participation, exemption processes and the conditions under which additional language programs may be offered based on student interest and enrolment.

**Status & Relationship to Superintendent Leadership Quality Standard (SLQS):**

This report aligns with the [SLQS](#) in the following way:

- |                    |   |
|--------------------|---|
| <b>COMPETENCY:</b> | (3) Visionary Leadership  |
| <b>INDICATORS:</b> | c. promoting in the school community a common understanding of and support for the school authority's goals, priorities and strategic initiatives.  |
|                    |   |
| <b>COMPETENCY:</b> | (4) Leading Learning  |
| <b>INDICATORS:</b> | b. providing learning opportunities, based on research informed principles of effective teaching, learning and leadership, to support building the capacity of all members of the school community to fulfill their educational roles; and<br>c. ensuring that all instruction in the school authority addresses learning outcomes outlined in programs of study. |

**Governance Implications:****Education Act**

Language of instruction

17(1) Every student is entitled to receive instruction in English.

(2) Notwithstanding subsection (1), a board may authorize the use of French or any other language as a language of instruction.

#### Board responsibilities

33(1) A board, as a partner in education, has the responsibility to

- (d) ensure that each student enrolled in a school operated by the board and each staff member employed by the board is provided with a welcoming, caring, respectful and safe learning environment that respects diversity and fosters a sense of belonging,

#### [Policy 110: Welcoming Inclusive, Safe and Healthy Environments](#)

The Board believes all members of the school community deserve opportunities to connect to their culture. Sturgeon Public School Division celebrates the diversity of our students and communities and is committed to collaborating with community and cultural leaders to build and promote cultural connections.

#### [Policy 225: Role of the Board](#)

Education Planning and Programming

3. Set governance standards for reviewing and approving educational programming.

#### Stakeholder Engagement and Communication

9. Promote the schools' programs which reflect the needs and desires of the community.

#### [Policy 700: Superintendent of Schools](#)

The Superintendent directly reports to the Board of Trustees and is accountable to the Board of Trustees on behalf of students and the public, for the total operation of the school system in a manner that is consistent with the requirements of the Education Act, Alberta Education regulations, the Superintendent Leadership Quality Standard, Board policies, Division vision, mission and values, and the Education Plan goals.

#### [Administrative Procedure 205: Developing Administrative Procedures](#)

Administrative Procedures are the written directives, procedures and assignment of responsibilities established and approved by the Superintendent that direct the implementation of and achievement of desired outcomes of Board policy, Division Vision, Mission and Values, and the effective operation of the Division.

Administration is prepared to respond to questions at the June 18, 2025, Public Board meeting.

#### **Attachment(s):**

1. Administrative Procedure 800: Language Programs - Tracked Changes

# **Administrative Procedure 800**

## **Language Programs**

**Responsible Administrator:** ~~Deputy Associate~~ Superintendent Education Services

### **PURPOSE**

Student learning is enhanced and enriched by opportunities to study languages.

Sturgeon Public Schools supports providing opportunities for students to have access to second language courses in languages other than English or French.

French is an official language of Canada and the opportunity to study French is to be provided in all Division schools.

### **PROCESS**

The ~~Deputy Associate~~ Superintendent Education Services is responsible for maintaining this Administrative Procedure.

### **PROCEDURE**

#### **French as a Second Language**

1. There is an expectation that all students in Grades 4 –6 will have the opportunity to participate in French as a Second Language instruction.

1.1 There may be circumstances where a principal and/or parent/guardian may request an exemption from French as a Second Language instruction.

1.2 Any requests for exemption shall be forwarded in writing to the ~~Deputy Associate~~ Superintendent, Education Services for review and approval.

2. Students shall have the opportunity to participate in French as a Second Language instruction in Grades 7-12 where sufficient ~~interest and enrolment numbers~~ support programming.

#### **French Immersion**

3. The Alberta Education Program of Studies shall be used as the basis of delivery of French Immersion Programming.

4. French Immersion is available in the Division where community interest, enrolment and facility requirements can support programming.

#### **Additional Languages**

5. Other language programs as approved by Alberta Education may be offered in the Division provided student interest and enrolment is sufficient.

### **History**

2020 Jan 29 Initial Approval

2020 Jul 24 Amended