

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADA BRITISH COLUMBIA INTERNATIONAL SCHOOL - HEFEI

HEFEI, ANHUI PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 30 – 31, 2023

INTRODUCTION

On October 30 and 31, a certification inspection was completed on Canada British Columbia International School – Hefei (CBCIS – Hefei) in Hefei, Anhui Province, People's Republic of China, referred to as the School in this report. The purpose of this inspection was to determine if the requirements for the British Columbia (BC) education program have been met, according to the *BC Offshore School Program Certification Agreement* (the Agreement). The inspection team (the Team), appointed by the Executive Director of the Independent Schools and International Education Branch, British Columbia Ministry of Education and Child Care (the Ministry) in accordance with the Agreement, consisted of Henry Vanderveen and Terence Sullivan, who served as Chair for this inspection.

The School has an enrolment of 187 students, in grades 10, 11 and 12. The BC program is located on the campus of Hefei #1 Middle School which enrolls approximately 6,000 students. CBCIS – Hefei occupies two floors in the international building and has access to the host school's labs, athletic facilities, theatre and cafeteria. The host school also has two other international programs from the United States.

During the visit to the School, the Team reviewed all standards required in the *BC Offshore School Program Certification Agreement* and *Operating Manual* and met with the School's Owner/Operator, Offshore School Representative (OSR), BC Principal, BC teachers, host school Principal, International Education Director, School Program Manager and seven students from grades 10, 11 and 12.

The Owner/Operator, Sunny Bai, is responsible for the BC program. He is the Chief Executive Officer of Beijing Kezhi Times International Consulting Co. Ltd. which has five BC offshore schools in China, a number of Nova Scotia offshore schools, some American program schools, as well as Lowell High School in Vancouver.



According to the BC program’s philosophy, objectives and special features, the School is dedicated to preparing students for success in a rapidly changing world by providing a supportive learning environment that recognizes and respects individual differences, encourages students to challenge personal limits and promotes excellence. This is achieved by providing a supportive learning environment that promotes inquiry and collaboration within the classroom, recognizes and respects individual differences within the school community, celebrates community involvement and allows students to position themselves as individuals in a global world.

The Team would like to thank CBCIS – Hefei for its hospitality, cooperation, and preparedness for the inspection visit.

The School has satisfactorily addressed requirements contained in the previous inspection report.			
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
Comment: The School did not have any requirements from the previous inspection.			

BUSINESS PLAN 1.0

The Owner/Operator has submitted a business plan to the BC Ministry of Education and Child Care, confirming the sustainability of the program.		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
Comment: The School’s enrolment has been restricted to 80 students a year for admission by the local Ministry of Education. CBCIS-Hefei is only allowed to attend two recruitment drives outside the School and needs permission to hold recruitment fairs on campus. The School utilized its limit for recruitment fairs off campus and hosted three recruitment drives at the School which involved all of the BC teachers. The School hopes that the current enrolment cap will be increased in the future. This year the School has suspended its International Baccalaureate (IB) program and its attrition rate remains low. The School has initiated schoolwide writes, year over year marks analysis, schoolwide comprehension assessments and an analysis of the Zhong Kao results (end of grade nine examination) on admission. The School, as a staff, has held meetings to analyze this data and from these initiatives has implemented differentiated instruction where necessary for students who have challenges in specific areas. They will continue this practice going into the future.		



INSPECTION CATALOGUE 2.0

2.02 The Owner/Operator meets all requirements as set forth in the Agreement.		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The Owner/Operator fulfills the requirements outlined in section 5.00 and section 8.00 of the Agreement. The Owner/Operator, Offshore School Representative (OSR) and BC Principal are aware of their obligations to report the dismissal, suspension or discipline of a BC certified teacher as outlined in section 17.00 of the Agreement.</p>		
<p>Commendation:</p> <p>The Team commends the Owner/Operator for his support of the inspection process.</p>		
2.03 The Owner/Operator has written approval from the appropriate government entity to operate the School, as outlined in section 5.03 of the Agreement.		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>On file are translated copies of:</p> <ul style="list-style-type: none"> • an approval document for the founding of Sino Canada International Secondary School sponsored by Hefei #1 Secondary School and Ballenas Secondary School and approved by the Education Department of Anhui Province in May of 2011; • a business license approved in October of 2020 by the People’s Republic of China for Beijing Kezhi Times International Technical Corporation Company, Ltd.; and • an approval to operate the School by the Anhui Department of Education dated September 23, 2020. <p>The Owner/Operator has the requisite approvals to operate the School.</p>		

2.04-2.05 The School meets building inspection/safety, food preparation/cafeteria and fire safety codes/regulations. Facilities are deemed to be suitable to support the BC program.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

Included with the inspection documentation are a food business license approved on September 12, 2023 and valid until April 13, 2028, a fire management certificate dated September 28, 2020 and an assessment of building safety dated September 28, 2020.

The School occupies two floors in the international building of the host school and has access to athletic facilities, science labs, a theatre and cafeterias on this impressive campus. The facilities are suitable to support the BC program.

The School has submitted a comprehensive Emergency Response Manual, and the Principal has organized drills that take place regularly in cooperation with the host school. The School has established a contingency plan committee which has developed a BC offshore school contingency plan in the event the School has a temporary or permanent closure. In the event of a long-term closure the students and staff would be moved to other CBCIS schools in China or in the case of a permanent closure would also have the option of moving to Lowell High School in Vancouver. These plans have been vetted by the Offshore School Representative (OSR) for accuracy and functionality.

2.06 Offshore School Representative (OSR) - The Owner/Operator must appoint an individual to act as an OSR. This individual must be confirmed by the Province and must meet all the requirements set out in Schedule B, Part II of the Agreement.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The School has appointed an Offshore School Representative (OSR) for CBCIS – Hefei and he has served in this role since April of 2015. The OSR’s appointment has been confirmed by the Province.

The OSR has been working in BC offshore schools since 1998 and lived in China for twelve years. He has extensive experience working in China and speaks Mandarin. He meets all the necessary requirements to be an OSR as outlined in the Agreement. He is also aware of his obligation to report critical information relating to changes in the operation of the School or ownership structure that could significantly impact the School’s operations.

Commendation:

The Team commends the OSR for actively supporting the inspection process.



2.07 The Principal meets the requirements as outlined in Schedule B, Part III of the Agreement and Section 2.07 (b) of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Principal has extensive experience as a teacher and a school administrator. He served six years as a secondary teacher in South Africa, five years as a teacher in a primary school in the Middle East, and has six years of experience in China, five of which he was a vice-principal and principal. This is his second year as the Principal of CBCIS - Hefei.

The Principal meets the requirements as outlined in Schedule B, Part III of the Agreement and section 2.07 (b) of the Annual Report.

Commendation

The Team commends the Principal for his preparation, organization, and support for the inspection process.

2.08 The School meets the administrative support requirements as outlined in Section 2.08 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The School has a full-time principal, a 0.25 full-time equivalent (FTE) vice-principal, department heads in social studies and humanities, English, science and math, and two full-time administrative assistants. The School also has a program manager who is responsible for maintaining a close link with the host school.

2.09 The School meets the Student Record requirements as outlined in Section 2.09 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team reviewed a random selection of student files from grades 10, 11 and 12. All the files examined contained the items outlined in section 2.09 of the Annual Report. Student and parent consent forms are complete for the 2023/24 school year and contain the updated name of the Ministry. Student records meet the student record requirement.



Commendation:

The Team commends the administration for the completeness and overall organization of the student records.

2.10-2.18 The School meets the teacher certification requirements as outlined in Sections 2.10-2.18 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team reviewed each teacher file for the requirements outlined in sections 2.10-2.18 of the Annual Report. There are two teachers who have not yet obtained their Certificate of Qualification (COQ) from the Teacher Regulation Branch (TRB) and have not received a Letter of Exemption (LOE) from the Ministry. Both teachers have applied for certification but have not obtained it due to the length of time to process criminal record checks (CRC). Both teachers are serving as teacher assistants, and each has a supervising teacher who reviews their course planning and who supervises them in their course delivery. The Principal of the school also supervises their classes with daily visits. This process will continue until both teachers receive their LOE and/or their COQ. Both teachers are receiving the assistance of the Offshore School Representative (OSR) in their applications for their LOE/COQ.

There are two locally certified teachers at the School. One locally certified teacher teaches physical education and the other teaches fine arts. Both have university degrees and have completed local criminal record checks. English translations of their certifications and criminal record checks are included in the inspection documentation.

The Team reviewed a complete file for each teacher who is teaching a course remotely.

Commendation:

The School is to be commended for the accuracy of teacher records.

Requirement:

The School is required to ensure that an Authorized Person is responsible for delivery the BC educational program.

Ministry update

As of January 25, 2024, this requirement has been met to the satisfaction of the Ministry.



2.19 The School meets the requirements for curriculum implementation outlined in section 2.19 of the Annual Report for offshore schools.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team reviewed all course planning documents and held interviews with teachers to discuss how the plans are implemented. The Team confirms that BC's curriculum has been fully implemented at the School.

Each teacher was able to speak articulately about how elements of BC's curriculum are incorporated into their lessons. During classroom visits the Team observed examples of appropriate integration of Core Competencies and First Peoples Principles of Learning in the teacher lessons. Students were also able to share their understanding of those components of BC's curriculum

The teachers use inquiry-based and project-based learning techniques in their classrooms, allowing students to discover new ideas and collaborate with others.

Several of the teachers have developed cross-curricular projects, allowing students to integrate ideas from different subject areas and collaborate with students in other classes.

The Team confirms that each course has a detailed overview that reflects BC's curricular framework. Overview and planning materials are developed by individual teachers using a common framework. Course planning materials include Big Ideas, Core and Curricular Competencies, English language learning strategies, First Peoples Principles of Learning, assessment strategies, and resources. Detailed daily lesson plans, classroom observations, as well as interviews with teachers and students, confirm that BC's curriculum is fully integrated into daily teaching and learning.

Commendation:

The Team commends the teaching staff for their thoroughness in implementing all aspects of BC's curriculum into every lesson.

2.20 The School meets the requirements for English language assessment and acquisition as outlined in Section 2.20 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

English language proficiency is a high-level priority at the School. Students are encouraged to speak English at all times during the school day and are given many opportunities to build on their English language skills in every course.

The Team was able to review curricular documentation and speak to teachers about strategies used in the School to enhance English language acquisition.

The School administers an English language assessment to all prospective grade 10 students and the Principal oversees the assessment process and selection of students for the BC program.

The Team observed how the teachers have incorporated English language learning strategies into all course planning documents. During teacher interviews they described the many strategies they use to support the development of students' English language proficiency such as highlighting key vocabulary, encouraging students to use English only in class, as well as many assignments, projects and presentations that require the use of English to complete.

The Team confirms that the School meets the requirements for English language assessment and acquisition.

2.21(a-e) The School meets the course credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in Section 2.21 (a-e) of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team reviewed the School's course credit requirements and confirmed that the School meets the course credit requirements (equivalency, challenge, exemptions, and Board/Authority Authorized (BAA) courses) as outlined in section 2.21 of the Annual Report.

Exempted courses offered by locally certified teachers include Mandarin 10, 11 and 12 and Physical Education 10. Letters granting permission for the exemptions are on file.



2.21(f-g) The School meets the course overview/course planning requirements as outlined in Schedule B Part I, 2. (e) of the Agreement; namely, that all BC program courses offered in the School meet or exceed Ministry learning outcomes/learning standards identified in the educational program guides for each course.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team reviewed all course planning documents, overviews, and sample assessment rubrics, and have determined that all grade 10-12 course planning documents meet the requirements of BC's curriculum. Through a review of documents as well as teacher and student interviews it was confirmed that a wide range of instructional strategies and assessment practices are being used at the School. Students are provided the opportunity to demonstrate their learning through the creation of posters, presentations and academic reports, designing games and lab experiments, writing plays and essays, and other types of projects.

Commendation:

The School is commended for ensuring that teachers have a comprehensive framework for developing planning documents. Annual plans and daily lesson plans reflect a great deal of thoroughness and forethought.

2.22 The School meets the instructional time allotment requirements as outlined in Section 2.22 of the Annual Report, including the requirements set out in Sections 1.1 to 6, with the exception of s. 4(5)(b), 4(6), 5(8)(a) and (d) and s. 5.3 of Ministerial Order 41/91, the Educational Standards Order, enacted under the Independent School Act.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team confirms that BC teachers provide five hours of instruction per day for 184 days for a total of 920 hours of instruction annually. Additional Chinese classes are taken outside of the daily English schedule.



2.23 The School meets the assessment methods requirements as outlined in Section 2.23 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

Interviews with teachers included discussions about student assessment and the Team reviewed what was written in course planning documents about assessment procedures. Teachers use a variety of assessment practices including assessment for learning, assessment of learning and assessment as learning. Teachers place an emphasis on formative assessment in their lessons. As a result, students receive regular feedback on their learning.

Students demonstrate their learning through a wide variety of ways including creating posters, presentations and academic reports, designing games and lab experiments, writing plays and essays, and other types of projects. Students are also given the opportunity to provide input into rubrics, utilize peer assessments and complete self-assessments regularly.

2.24 The School meets the learning resources requirements as outlined in Section 2.24 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The School currently has two libraries, one having been used for another program formerly offered in the School. Plans are in place to combine the two libraries and catalogue all the print resources together. Students have access to novels and non-fiction English materials written for emerging readers to age-appropriate high school books.

Students do not bring devices into classrooms, but they do have access to a computer lab for research and writing. The School uses Canvas to support student learning and collaboration. The Team confirms that the School meets the learning resources requirements for offshore schools.

2.25 The School meets the student progress report requirements as outlined in Section 2.25 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The Team was able to review several student progress reports from past terms and the template that will be used in this current semester.



The School has two terms each semester and formal reports are issued each term. The issued reports are followed by parent meetings. Student progress reports contain the required elements for compliance with the Ministry's reporting order.

Each student has a Chinese homeroom teacher who communicates regularly with parents and arranges meetings between the BC teachers and parents after each report and throughout the term as needed.

2.26 The School meets the parent/student handbook requirements as outlined in Section 2.26 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The parent/student handbook has been updated for the 2023/24 school year. The handbook is in both English and Mandarin, contains a detailed assessment policy, a detailed dispute resolution process, and policies on extracurricular activities as well as admissions and academic integrity. Parents receive a copy of the handbook through the parent WeChat groups. The parent/student handbook also contains a list of student expectations which serves as the School's code of conduct. Teachers supervise students during break times. The host school is responsible for student supervision before and after the school day.

2.27 The School meets the teacher handbook requirements as outlined in Section 2.27 of the Annual Report.

Requirement Met Requirement Partially Met Requirement Not Met

Comment:

The staff handbook has been updated for the 2023/24 school year. The handbook includes a comprehensive outline of the process for staff evaluations as well as a statement indicating that the province of British Columbia is not party to the contract of employment between the Owner/Operator and CBC international schools. It also states that the Province is not liable where the Owner/Operator is found to be in contravention of the laws and requirements of the country of operation.

The School has a comprehensive principal evaluation policy which was included with the inspection documentation.



2.28 The School meets the Online Learning requirements (formerly Distributed Learning) as outlined in Section 18 of the Agreement and Section 2.28 of the Annual Report.

Requirement Met
 Requirement Partially Met
 Requirement Not Met
 Not Applicable

Comment:

The School's practice is consistent with section 18.00 of the Agreement and the approved online service provider is Global Education – School District 73 Business Company.

The process for awarding credit for courses taken through Online Learning is consistent with what is outlined in the Operating Manual as well as the requirements outlined in section 2.28 of the Annual Report. A record of online courses completed has been included in student files.

2.29 The School meets the requirements for offering Remote Instruction under the BC Offshore School Remote Instruction Policy and as outlined in Section 2.29 of the Annual Report.

Requirement Met
 Requirement Partially Met
 Requirement Not Met
 Not Applicable

Comment:

The School is providing Calculus 12 and BC First Peoples 12 via Remote Instruction. It is confirmed that the following practices are in place for both courses:

- the appropriate approval is on file in the form of the BC Offshore School Program Remote Instruction Course Planning Form (page 3 of the Remote Instruction Policy).
- courses are taught by teachers holding a valid BC Certificate of Qualification (COQ).
- teachers are employed by the School's Owner/Operator company and use their own resources.
- teachers are instructing one class of students from the School during a class block of the School's timetable.
- one of the grade 12 teachers is in the classroom to support students during the remotely instructed courses.
- students are taking the remotely instructed courses onsite at the School.
- the School has only offered 8 credits of remotely instructed courses in grade 12 to date.



CONCLUSION

Requirements

In order to meet the requirements of the BC Offshore School Program Certification Agreement, the Team requires that by January 25, 2024, the Owner/Operator provide the Executive Director of the Independent Schools and International Education Branch, responsible for the BC Offshore School Program, with a plan and timeline for proposed implementation of the following items:

- The School is required to ensure that an Authorized Person is responsible for delivery the BC educational program.
 - As of January 25, 2024, this requirement has been met to the satisfaction of the Ministry.

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal, staff and Offshore School Representative of Canada British Columbia International School – Hefei (CBCIS – Hefei) for:

- their thoroughness in implementing all aspects of BC’s curriculum into every lesson.
- ensuring that teachers have a comprehensive framework for developing planning documents. Annual plans and daily lesson plans reflect a great deal of thoroughness and forethought.
- the support of the Owner/Operator during the inspection process.
- the active support of the Offshore School Representative (OSR) throughout the inspection process.
- the preparation, organization and support from the BC Principal.
- the accurate, organized and comprehensive teacher records.
- the thoroughness in implementing all aspects of BC’s curriculum into every lesson.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Executive Director of the Independent Schools and International Education Branch that, contingent on responding to the above requirement to the satisfaction of the Executive Director, the British Columbia education program offered at Canada British Columbia International School – Hefei continue to be recognized as a British Columbia-certified school.

