

# Certification Inspection Report

BRITISH COLUMBIA PROGRAM

*at*

GRAND CANADIAN ACADEMY (JIAXING)

TONGXIANG, ZHEJIANG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 26-27, 2018

## INTRODUCTION

On November 26-27, 2018 a certification inspection was completed on Grand Canadian Academy (Jiaxing) (GCA) in Tongxiang, Zhejiang Province, People's Republic of China, referred to as the School in this report. The purpose of this inspection was to determine whether the requirements for the British Columbia (B.C.) education program have been met, according to the *B.C. Global Education Program – Offshore Schools Certification Agreement*. The inspection team (the Team), appointed by the Executive Director of International Education and Independent Schools, British Columbia Ministry of Education (MoE) in accordance with the *B.C. Global Education Program – Offshore Schools Certification Agreement* (the Agreement), consisted of Dr. John Churchley and Mr. Harry Moes (Chair).

The School's B.C. program has an enrolment of 91 students in grades 10 - 12. The B.C. program offers the majority of its program on the fifth and sixth floor in Building #1, one of six campus academic buildings. The entire school, which houses the B.C. program, enrolls 2800 students.

During their visit to the School, the Team reviewed all standards required in the *B.C. Global Education Program – Offshore Schools Certification Agreement* and *Operating Manual* and met with the School's owner/operator, offshore school representative (OSR), B.C. principal, B.C. teachers and members of the host school's administrative team.

The owner/operator, Grand Canadian Academy (Asia) Ltd. is responsible for the B.C. program. Grand Canadian Academy (Asia) Ltd. is a consulting company that supports students in gaining admission into universities throughout the U.S. and Canada.

The B.C. program's philosophy, objectives and special features include offering first-rate educational options to Chinese high school students in order to help them prepare successfully to gain acceptance to, and complete, a post secondary education.



The School's 2018-19 priorities/goals for the year include

- Increasing student reading levels by at least two grades this academic year.
- Increasing the graduation rate from 85% to 90% for the class of 2019

The Team would like to thank Grand Canadian Academy (Jiaying) for its hospitality, cooperation and preparedness for the inspection visit.

**The School has satisfactorily addressed requirements contained in the previous inspection report.**

Requirement Met       Requirement Not Met       Not Applicable

Comment:

There were no requirements prescribed in the previous inspection report.

It was noted that, under the supervision of the school administration, the School (a) established an earthquake protocol; (b) completed course planning documentation in harmony with the new curriculum; and (c) planned 2018-19 professional development focussed on the new curriculum

## BUSINESS PLAN

**The owner/operator has submitted a business plan to the B.C. Ministry of Education, confirming the sustainability of the program.**

Requirement Met       Requirement Not Met

Comment:

The School's 2018-19 business plan was submitted to the Ministry of Education. The Team reviewed (a) description of school facilities, (b) school growth plan, (c) human resources, (d) alignment with international education in B.C., and (e) school finances.

The Tongxiang Education Bureau does not restrict recruitment per grade enrollment. The School's recruitment/marketing strategies include the development of a promotional brochure, visiting local middle schools, conducting personal interviews, scheduling three sessions of testing opportunities, participating in the Mid-Autumn Festival (School Band Club) and promoting and participating in the Terry Fox Run.



**OWNERSHIP AND AGREEMENTS / BUILDING  
AND SAFETY COMPLIANCE 2.0**

**2.1 The owner/operator meets all requirements as set forth in the B.C. Global Education Program Offshore Schools Certification Agreement (the Agreement).**

Requirement Met       Requirement Not Met

**Comment:**

The owner/operator, Grand Canadian Academy (Asia) Ltd., meets all the requirements as set forth in the B.C. Global Education Program – Offshore Schools Certification Agreement.

During the inspection visit, provincial educational standards, requirements and expectations were reviewed. The principal, offshore school representative and owner, collaboratively participated and supported the November 26-27, 2018 certification inspection.

The approval response for the School’s B.C. offshore high school program by the Zhejiang Education Bureau was reviewed. It is noteworthy that the approval is valid until December 31, 2019.

**2.2 The School meets local building, safety and cafeteria codes and regulations. The facilities are deemed to be suitable to support the B.C. program.**

Requirement Met       Requirement Not Met

**Comment:**

Teaching classrooms, meeting rooms, a dance/drama room, teacher/administrator offices, computer rooms, art rooms, dancing studio and theatre are available for instructional and administration purposes.

The host school provides dormitory and cafeteria facilities and shares a gymnasium, running track, soccer fields, basketball courts, and a library.

Being housed within an existing Chinese Public School, allows the local building, safety and cafeteria codes and regulations to be met by the larger host school. Compliance documentation was reviewed.

The School has a written emergency plan for natural disasters (i.e., fire, earthquake) and has revised the documentation to include a protocol for unplanned temporary or permanent closure of the School. The School’s emergency plans have been vetted by the offshore school representative for accuracy and functionality.



### ADMINISTRATION 3.0

**3.1 Offshore school representative (OSR) - The owner/operator must appoint an individual to act as offshore school representative. This individual must be confirmed by the province and must meet all of the requirements set out in section 14 of the Agreement.**

Requirement Met       Requirement Not Met

Comment:

The appointed offshore school representative (OSR), Mr. Stephen Wiles, serves as the primary liaison between the owner/operator and the Ministry of Education.

Mr. Wiles has served in the capacity of OSR since 2013 and ably fulfills his responsibility of attending meetings/teleconferences with the ministry. He works with the School's administrative team and teachers to address Ministry recommendations and requirements and provides ongoing professional development.

The OSR is knowledgeable about all aspects of the School's operations and all related aspects of the owner/operator's business operations, governance, and administrative functions of the school. He is 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 operation.

**3.2 The principal meets the requirements as outlined in section 3.2 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

Comment:

The school principal has twenty years of experience (fourteen in Canada, six in China at Grand Canadian Academy) with the last four as principal.

He firmly believes that students are more likely to be successful in their education pursuits if they have strong, and respectful relationships with the teachers and administrators with whom they associate. He understands and fulfills the requirements outlined in section 3.2 of the inspection catalogue and detailed in his job description.

The principal is enrolled in the British Columbia Principals Vice-Principals Association (BCPVPA) Offshore School Leadership Development Program, and is known for working closely together with the owner/operator, OSR, the host school, administrative staff teachers and students.



**Commendation:**

The principal is commended for his active leadership in offshore school administrative initiatives.

### 3.3 The School meets the administrative support requirements as outlined in section 3.3 of the inspection catalogue for offshore schools.

Requirement Met       Requirement Not Met

**Comment:**

The administration requirements are shared by members of the administration team.

The Canadian office (Grand Canadian Academy (Asia) Ltd.) supports the School with resourcing the offshore program.

The OSR provides administration oversight, supervision and direction. Two vice-principals, international program directors and administrative assistants capably and effectively support the principal, owner/operator and OSR with admissions, finances, facilities and accommodations.

### 3.4 The School meets the Student Record requirements as outlined in section 3.4 of the Inspection Catalogue for offshore schools.

Requirement Met       Requirement Not Met

**Comment:**

The school principal and administrative assistant maintain and securely store individual student record files for all students with current registration forms, English language assessments (verified by the principal), the last two report cards and the B.C. Ministry of Education's personal (student/parent) information consent forms.

### 3.5 The School meets the teacher certification requirements as outlined in section 3.5 of the inspection catalogue for offshore schools.

Requirement Met       Requirement Not Met

**Comment:**

**The Team confirms that all authorized persons under the Agreement possess valid and current certification under the B.C. Teacher Regulation Branch.** The Team verified that teacher files contain current teacher contact information and a copy of the authorized person's work permit or visa.



Employment contracts between teachers and the owner/operator clearly outline the terms of employment and acknowledge that the Province of British Columbia is not party to the contract of employment between the owner/operator and the teacher and that the Province of British Columbia is not liable in any event, instance or circumstance.

The Team verified that locally certified teachers (of approved exempted courses) have valid local certification and that criminal record checks were appropriately filed.

Two teachers attended the B.C. Offshore Schools Administrators Conference; three teachers attended the B.C. Offshore School Professional Development in Richmond; and the vice-principal attended the AP Calculus Conference (Shenzhen) and Numeracy Assessment Marking Program (Richmond).

The School is commended for prioritizing and participating in subject specific professional development conferences.

#### EDUCATIONAL PROGRAM 4.0

##### **4.1 The School meets the requirements for curriculum implementation outlined in section 4.1 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

**Comment:**

The Team reviewed curriculum planning documents, which give evidence of the School's transition journey to the new B.C. curriculum in grade 10 as well as many courses in grades 11 and 12.

Two different templates for curriculum planning were viewed – they provide different planning approaches to the curriculum framework that allow for teacher flexibility in the planning process.

Some grade 11/12 courses are bridging this transition year to the new curriculum in a hybrid old/new approach.



**4.2 The School meets the requirements for English language assessment and acquisition as outlined in section 4.2 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

**Comment:**

The Team confirms that the School meets the requirements for English language assessment and acquisition. The principal is responsible for managing and making final decisions on student admissions and assessment of English language skills.

Students are supported in their English language learning (ELL) in a number of ways: grade 10 students take Creative Writing, Composition, Literary Studies, and Spoken Language; grade 12 students take English 12 and Communications 12. All students are supported by non-credit instruction in ELL in their Chinese courses.

English language learning is also encouraged through: the School's speaking token economy system; Readingtheory.org; and a school-wide program to build vocabulary.

**4.3 The School meets the course credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in section 4.3 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

**Comment:**

The Team confirms that the School meets the course credit requirements for equivalency, exempted and BAA courses.

The School offers the following courses exempted from requiring B.C. certified teachers: Mandarin 10, 11, 12; Chinese Culture and History 11; Chinese Culture and Geography 10; and Physical Education 11.

Course outlines are available in English and were reviewed by the Team. Currently, the School does not offer the opportunity for students to challenge courses and there are no BAA courses offered.



**4.4 The School meets the course overview/course planning requirements as outlined in Schedule B Part I, 2. (d) of the Agreement; namely, that all B.C. program courses offered in the School meet or exceed the ministry learning outcomes/learning standards identified in the educational program guides for each course.**

Requirement Met       Requirement Not Met

Comment:

The Team confirms that course overviews meet the requirements. Planning documents and lesson plans refer to the new curriculum frameworks for grade 10 and many grade 11/12 courses. Planning documents show evidence of individual teachers experimenting with different approaches that reflect their own pedagogical philosophies.

The Team also confirms that in addition to the planning, there is evidence of instructional practices that reflect the pedagogical direction of the new curriculum. For example, students are expected to: participate in inquiry activities in math and science; compare/contrast Indigenous and Chinese legends in English; and act out various scientific processes and concepts in life sciences.

**4.5 The School meets the instructional time allotment requirements as outlined in section 4.5 of the inspection catalogue for offshore schools, 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 Not Met

Comment:

The Team confirms that the School meets the requirement for instructional time allotments. Student instructional time totals 1241 hours per year, which exceeds the minimum requirements for grade 10-12.

**4.6 The School meets the assessment methods requirements as outlined in section 4.6 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

Comment:

The School is aware that school marks and provincial exam marks need to be within acceptable Ministry guidelines. Teachers are encouraged to analyze assessment results and adjust their instruction and evaluation accordingly.



Teachers use a variety of learning assessment tools including practice provincial exams. The use of the B.C. performance standards is encouraged. There is evidence that a variety of formative and summative assessment strategies are used to inform students about their learning and to help guide instruction for teachers.

**4.7 The School meets the learning resources requirements as outlined in section 4.7 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

**Comment:**

The Team confirms that School meets the expectations for learning resources as outlined in section 4.7 of the inspection catalogue for offshore schools.

The Team observed use of technology including several lessons which used a large screen TV display, which included “whiteboarding” on the screen. Teachers can take classes to a computer lab with 30 computers in the B.C. program’s campus. Two additional labs are available when needed, such as for the writing of provincial assessments. Students also have access to computers in the library. Wi-Fi is available in each classroom when needed.

The School has a small library with over 3300 hard copy books, 2200 textbooks, 215 videos and many magazines and subscriptions. The school collection is continuing to expand with school purchases and donations.

All subject areas are supported by relevant B.C. sourced text resources. The operating practice is for the principal to approve all learning resources.

**Commendation:**

The School is commended for actively pursuing and acquiring resources for the library and for classroom use.

**4.8 The School meets the student progress report requirements as outlined in section 4.8 of the inspection catalogue for offshore schools.**

Requirement Met       Requirement Not Met

**Comment:**

The School has four report cards per year and up to two formative interim reports for students that require additional assistance. There are two formal sets of parent-teacher interviews. Parents are also contacted individually as needed – the communication being facilitated by Chinese teachers.



Parents and students have 24/7 access to individual student marks through the mark book software. It also allows for direct email communication between parents and teachers.

## POLICY DEVELOPMENT 5.0

### 5.1 The School meets the parent/student handbook requirements as outlined in section 5.1 of the inspection catalogue for offshore schools.

Requirement Met       Requirement Not Met

**Comment:**

The parent/student handbook is updated yearly, and is descriptive, informative and current. Designated sections deal with the School's mission statement; core values; admissions; organization; reporting and grading; course descriptions and the B.C. performance standards.

The School has developed policy and procedures for appeals and dispute resolution as required under sections 9.1(c) of the Agreement.

### 5.2 The School meets the teacher handbook requirements as outlined in section 5.2 of the inspection catalogue for offshore schools.

Requirement Met       Requirement Not Met

**Comment:**

The comprehensive teacher handbook is updated yearly and details the standards for education, competence and professional conduct of educators in B.C; mission statement; philosophy and goals; core values; structure and organization; relationship with Maodun High School; and teacher supervision and evaluation procedures.

Teachers and administrators are evaluated as required under section 9.14(a) of the Agreement, and respective policies were reviewed.

## COURSE ACCREDITED VIA DISTRIBUTED LEARNING 6.0

### 6.1 The School meets the distributed learning requirements as outlined in section 18 of the Agreement and Section 6 of the inspection catalogue for offshore schools.

Requirement Met       Requirement Not Met       Not Applicable

**Comment:**

The School does not offer courses through Distributed Learning (DL).



## CONCLUSION

### Commendations

**The Inspection Team wishes to recognize the owner/operator, principal and staff of Grand Canadian Academy (Jiaxing) for:**

- the principal's active leadership in offshore school administrative initiatives.
- prioritizing and participating in subject specific professional development conferences.
- actively pursuing and acquiring resources for the library and for classroom use.

### SUMMATIVE RECOMMENDATION

**The Offshore Inspection Team recommends to the Executive Director of International Education and Independent Schools that the British Columbia education program offered at Grand Canadian Academy (Jiaxing) continue to be recognized as a British Columbia-certified school.**

