

# Certification Inspection Report

BRITISH COLUMBIA PROGRAM

*at*

MAPLE LEAF FOREIGN NATIONALS SCHOOL – DALIAN

DALIAN, LIAONING PROVINCE

CHINA

October 13 - 14, 2016

## INTRODUCTION

On October 13–14, 2016, a Certification Inspection was completed on Maple Leaf Foreign Nationals School – Dalian (MLFNS-D) in Dalian, Liaoning Province, China, termed 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 Director of International Education (the Director), British Columbia Ministry of Education (MoE) in accordance with the *B.C. Global Education Program – Offshore Schools Certification Agreement (the Agreement)*, consisted of Georgia Nieken, John Gauptman and Terrence Sullivan, who served as Chair.

The School's B.C. Program has an enrolment of 146 students, in Kindergarten through Grade 9.

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, the Maple Leaf District Superintendent, the B.C. Principal, and all B.C. Teachers.

The Owner/Operator, Maple Leaf Educational Systems (Inc.) (MLES), is responsible for the B.C. Program. Maple Leaf Educational Systems also owns and operates 17 pre-schools, 14 elementary Schools, 15 middle Schools, 8 B.C.-certified secondary schools and 3 B.C.-certified and pre-certified Foreign Nationals Schools. Maple Leaf Foreign Nationals School – Dalian closed its former building this past June and relocated the students to two new buildings in different locations in Dalian. Maple Leaf opened a Secondary School on the campus of Thompson Rivers University in Kamloops, British Columbia this past September.



The B.C. Program's philosophy, objectives and special features include:

- an international education that emphasizes academic excellence within a supportive community that respects and promotes cultural norms and traditions for both Chinese and international students;
- schools that promote an appreciation for the diversity of people and culture and provide an optimal environment for learning and teaching, with a globally respected curriculum that inspires in its students the spirit and ideals of global citizenship.

The Team would like to thank Maple Leaf Foreign Nationals School - Dalian 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 from the previous inspection. The School has responded to the suggestion from the previous inspection team that the School consider tracking the expiry dates of passports/visas to make sure the most recent copies are on file. The School now makes periodic checks to make sure passports/visas are current.

## 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 Owner/Operator has submitted a comprehensive Business Plan to the B.C. Ministry of Education. The Business Plan contains a five-year strategic plan as well as a comprehensive plan for the recruitment of students. The Owner/Operator has also implemented a creative and innovative financial plan to ensure the sustainability of the program.



## 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 meets all the requirements of the Offshore Schools Certification Agreement referenced in the Inspection Catalogue. Section 18 Distributed Learning is not applicable for this school.

### 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:**

The School has on file the requisite local government permissions for the operation of the School, certificates of incorporation, catering services licenses, fire evacuation procedures, fire evacuation observation reports, a fire evacuation emergency plan, and the building lease agreement for the occupation of the building. The facilities are suitable for the B.C. Program.

**Commendation:**

The Owner/Operator is to be commended for providing two new superior facilities for the operation of the School.

## ADMINISTRATION 3.0

### 3.2 Offshore School Representative (OSR) - The Owner/Operator may 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 School has been exempted from this requirement by the Ministry. Mr. Jim Beeke retains the role as OSR in his new role as Superintendent of Maple Leaf Global Education. Mr. Beeke serves as the liaison with the B.C. Ministry of Education and meets all the requirements outlined in Section 14 of the Agreement.



**3.3 The Principal meets the requirements as outlined in Section 3.3 of the Inspection Catalogue for Offshore Schools.**

Requirement Met       Requirement Not Met

**Comment:**

The Principal is now in his third year as the Principal of Maple Leaf Foreign Nationals School - Dalian. The Principal meets all the requirements outlined in Section 3.3 of the Inspection Catalogue and has supervised an extensive move of the Foreign Nationals School, at the end of the previous school year, from one former campus to two new separate campuses. Both schools are well organized and the move was completed efficiently and start up was on time at both campuses.

**Commendation:**

The Principal is to be commended for leading the move from one campus at the end of June to two new campuses which both opened on time in September without disruption.

**3.4 The School meets the Administrative Support requirements as outlined in Section 3.4 of the Inspection Catalogue for Offshore Schools.**

Requirement Met       Requirement Not Met

**Comment:**

The School has a Head Teacher on each campus with an allotment of three periods per day of administrative support. The School also has an ELL coordinator for each campus who is a licensed B.C. teacher with an allotment of five periods per week. The School has suitable administrative support for the program and meets the requirements outlined in the Inspection Catalogue.

**3.5 The School meets the Student Record requirements as outlined in Section 3.5 of the Inspection Catalogue for Offshore Schools.**

Requirement Met       Requirement Not Met

**Comment:**

A random sample of twenty-four student files were selected which were dispersed across various grade levels. All the required items listed in the Inspection Catalogue were in place in all the student files examined.



**3.6 The School meets the Teacher Certification requirements as outlined in Section 3.6 of the Inspection Catalogue for Offshore Schools.**

Requirement Met       Requirement Not Met

**Comment:**

All teacher files were examined for the required items listed in the catalogue. Each file contained required evidence of the current Teacher Certificate of Qualification from the Teacher Regulation Branch, the required consent forms, a copy of the teacher contract and teacher and administrator evaluations where required.

**The Team confirms that all Authorized Persons under The Agreement possess valid and current certification under the B.C. Teacher Regulation Branch.**

**EDUCATIONAL PROGRAM 4.0**

**4.1 The School meets the requirements for curriculum implementation as outlined in Section 4.1 of the Inspection Catalogue for Offshore Schools.**

Requirement Met       Requirement Not Met

**Comment:**

MLFNS-D has begun a program to support the implementation of the redesigned K – Grade 9 curriculum. The Team noted that the staff are implementing the redesigned curriculum and are using professional development days to become more familiar with the new provincial expectations.

**Commendation:**

The staff should be commended for their planning and preparation for delivering the redesigned curriculum.

**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 School offers a variety of supports. Various language instructional strategies were observed being used by all teachers. The Team also observed teachers using a variety of assessment tools including: two times per year school-wide Reading and Writing formative assessments, running records, primary ELL language rubrics, performance standards, understanding by design writing traits, Fresh Grade, Kahoot and Quick Scales. All classrooms have ELL support both within and



outside the classroom. Any student entering the school after Grade 3 also completes a comprehensive English Assessment to determine entry to the program.

**Commendation:**

The Team witnessed a significant number of effective tools being actively used by staff to measure growth and acquisition of skills in English. Staff should continue to share this professional knowledge as a professional learning community with new teachers to ensure consistency.

**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:**

This is a K-9 school and therefore this section is not applicable

**4.4 The School meets the course overview / course planning requirements as outlined in Schedule B Part I (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 supporting documentation reviewed by the Team was readily available and clearly outlined the requirements as identified in the Educational Program Guide. The Team examined the documentation and noted that teachers have developed their own planning instruments that demonstrate compliance with the redesigned curriculum. Evidence that teachers were personalizing instruction was observed by the Team. The use of interactive technology was evident throughout the school. All the requirements outlined in The Agreement were met.

**Commendation:**

The Team appreciated the work of the teachers in preparation for the inspection visit. The documentation was well organized. It was informative with many indicators illustrating that the redesigned curriculum is being implemented very effectively.



**4.5 The School meets the Instructional Time Allotments 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), of Ministerial Order 41/91, the Educational Standards Order, enacted under the Independent School Act.**

Requirement Met       Requirement Not Met

**Comment:**

The Team met with the Principal and examined timetables and schedules. It was confirmed that students in Kindergarten – Grade 7 attend school 175 days per year for a total of 1021 hours. This exceeds the required minimum hours per year by 171 hours. Grades 8-9 students attend school 175 days per year for a total of 994.5 hours. This exceeds the required minimum hours per year by 144.5 hours. The time allotments meet the requirements.

The School initiated a review of all curriculum. The School continues to require all teachers to use the MLES Systems English language instructional strategies. The Principal and staff meet regularly to discuss classroom support. The Principal and staff meet on a regular basis to adjust pedagogy in ways that address specific language learning items. The School provides opportunities for teacher collaboration by having the Principal free up staff to allow for peer observation, sharing resources and to observe best practice.

**Commendation:**

The staff is demonstrating the benefits of a Professional Learning Community. It is very evident that staff are adjusting their pedagogy to enhance instruction.

**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 Team observed that the School grades accurately reflect individual achievement. This includes ensuring that academic rigor is comparable to other schools in B.C. The School uses school-wide and locally produced reading and writing assessments as well as assessment tools such as ReadWell, Fontas and Pinnell.

This is a K-9 school and therefore discrepancies between school grades and Provincial Examination results are not applicable.

**Commendation:**

The staff are to be commended for their active use of an extensive variety of assessment tools.



**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 School has secured ProQuest to enable students to conduct meaningful research and to encourage reading and the development of their English language skills. The School continues to allocate funds to the library to purchase additional print material.

At MLFNS-D, the combined collection has over 3,700 fiction and non-fiction English resource books. In addition, the School runs 3 Scholastic Book Fairs each year for students and staff. All classes have one or two library blocks each week.

**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 Team reviewed the student progress reports and noted that there are three formal reports and two informal reports per year. Student progress reports addressed intellectual and social achievement. Student progress reports comply with program requirements.

**Commendation:**

Staff regularly communicate with parents using monthly newsletters and informal meetings, as well as online communication programs such as Class Dojo.

**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 School parent/student handbook has been updated for the 2016/2017 academic year. The handbook is written in both English and Mandarin. The School has developed a policy and procedures for dispute resolutions. The policy and procedures for parent appeals is communicated to parents through school newsletters, WeChat posts, on the school wiki page and through the school ClassDojo link.



**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 School has in place an extensive handbook of policies and procedures regarding staff which is produced by the head office of Maple Leaf Educational Systems. The handbook includes policies for the evaluation of the Principal and teaching staff, as well as policies on student supervision, student discipline and a dispute resolution policy for staff. The handbook meets the requirements outlined in Section 5.2 of the Inspection Catalogue.

**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 Distributed Learning.

## CONCLUSION

### Commendations

**The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Maple Leaf Foreign Nationals School-Dalian for:**

- The Owner/Operator is to be commended for providing two new superior facilities for the operation of the School.
- The Principal is to be commended for leading the move from one campus at the end of June to two new campuses which both opened on time in September without disruption.
- The staff should be commended for their professional planning and preparation for delivering the redesigned curriculum.
- The Team witnessed a significant number of effective tools being actively used by staff to measure growth and acquisition of skills in English. Staff should continue to share this professional knowledge as a professional learning community with new teachers to ensure consistency.



- The Team appreciated the work of the teachers in preparation for the inspection visit. The documentation was well organized. It was informative with many indicators illustrating that the redesigned curriculum is being implemented very effectively.
- The staff is demonstrating the benefits of creating a Professional Learning Community. It is very evident that staff are adjusting their pedagogy to enhance instruction.
- The staff are to be commended for their active use of an extensive variety of assessment tools.
- Staff regularly communicate with parents using monthly newsletters and informal meetings as well as online communication programs such as Class Dojo.

### **SUMMATIVE RECOMMENDATION**

**The Offshore Inspection Team recommends to the Director of International Education that, Maple Leaf Foreign Nationals School - Dalian be recognized as a British Columbia Certified Program.**

