

# Certification Inspection Report

## BRITISH COLUMBIA PROGRAM

*at*

MAPLE LEAF FOREIGN NATIONALS SCHOOL – WUHAN

WUHAN, HUBEI PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 20, 2016

## INTRODUCTION

On October 20, 2016 a Certification Inspection was completed on Maple Leaf Foreign Nationals School - Wuhan (MLFNS-W) in Hubei Province, People's Republic of 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 Larry Simpson, Paul Tigchelaar and John Anderson (Chair).

The School's B.C. Program has an enrolment of 39 students, in Grades 1-9. The MLFNS – Wuhan is housed within the Maple Leaf Education Park. On this campus is the Maple Leaf International School – Wuhan (MLIS-W) which is a B.C. Program serving high school students from Grades 10-12 as well as a Chinese elementary and middle school. The entire School, which houses the B.C. Program, enrolls 3,422 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 Maple Leaf School Superintendent – B.C. Programs, B.C. Principal, Vice Principals, Chinese Headmaster, B.C. teachers, and support staff. The School's Owner/Operator and Offshore School Representative (OSR) were unavailable due to other Maple Leaf commitments.

The Owner/Operator, Dr. Sherman Jen, is responsible for the B.C. Programs in Wuhan (MLIS and MLFNS) as part of the Maple Leaf Educational Systems which operates 8 high schools and 3 Foreign Nationals schools in China and one high school program in Kamloops, British Columbia. The Maple Leaf educational philosophy assumes that every child has a strong desire to learn and to develop an understanding of their world. They seek to offer students a supportive



educational community which blends the innovative and enquiry-based western educational model with the culturally rich and disciplined traditional Chinese educational model to enable students to meet the challenges of living and working in an internationally diverse society.

The Team would like to thank Maple Leaf Foreign Nationals School - Wuhan 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:

The last report on the inspection of November 2014 contained no recommendations.

## 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 a comprehensive Business Plan that meets the requirement as outlined in the Agreement. The Team reviewed the appropriate documents and verified that all agreement provisions between the Owner/Operator and the Ministry of Education have been met appropriately. As part of the Maple Leaf Education System the school has a strong commitment to the B.C. Offshore School Program and this support is indicated in the planning documents.

The Owner and the Chinese Headmaster are working on a proposal to relocate MLFNS-W with the aim of increasing the student population and expanding the school program. The majority of the ex-pat community is located in the centre of the City and a move would make the school more accessible.

Commendation:

The Team commends the efforts of the Owner/Operator and Senior Administration to build the school population and expand the school 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 outlined in the Agreement. The Maple Leaf Educational Systems takes seriously its good standing with local authorities and the Ministry. The support offered to its schools provides direct benefit to Administrators, teachers and students alike. The Team reviewed all pertinent documents and found them to meet requirements.

**Commendation:**

The Team commends Maple Leaf Educational Systems for the support it offers its schools and for the incentives it provides to teachers and administrators as they work together to deliver the B.C. Offshore School Program.

### 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:**

Maple Leaf Foreign Nationals School - Wuhan as part of the Maple Leaf Education Park meets all building regulations and health and safety requirements of the local authorities. The School shares medical services with the elementary school which has a clinic and a nurse on duty at all times. Fire and earthquake evacuation drills are performed four times a year.

Maple Leaf Education Park is an impressive and well-designed campus comprising the B.C. Maple Leaf Foreign Nationals School – Wuhan and Maple Leaf International School – Wuhan in addition to a Chinese elementary school and a Chinese middle school. It also includes, school dormitories, a gymnasium, large playing fields including an Olympic sized track, outdoor basketball, hockey and volleyball courts and a multi-level cafeteria complex.

At present MLFNS-W occupies space on the ground floor of the Chinese middle school. Previously the School was located in a building shared with the elementary school but was transferred to the newer building in the summer of 2015. Aside from the facilities shared with the middle school, MLFNS-W has four separate classrooms, a staff office, a small library and an equipment room. The School also has access to the high school library, multimedia room and



the school auditorium. There are eight students living in residence during the week.

The Owner/Operator and Senior Administration is actively looking to relocate MLFNS-W to a more strategic location in the City of Wuhan. The Team is satisfied that all current facilities are in compliance.

**Commendation:**

The Team commends the efforts of the Owner/Operator and Senior Administration to build the school population and expand the school program.

### 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 Maple Leaf Educational Systems' Superintendent of Global Education has been appointed by the Owner/Operator as the primary liaison with the B.C. Ministry of Education. This exemption from the requirement to appoint an Offshore School Representative was approved in a letter from the Ministry in May 2014. The Maple Leaf Education Systems employs a team of senior managers with authority to represent the schools with the Ministry of Education. During the inspection, the Team met with the MLES Superintendent of B.C. Programs who has authority over MLIS-W and MLFNS-W. A detailed job description outlining the roles and duties of the Maple Leaf Superintendent was provided to the Team and this description meets the requirements as outlined in the Certification 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:**

Maple Leaf Educational Systems has developed an effective succession plan for school administrators under the guidance of the Superintendent. Recent past Principals and Vice-Principals have come up through the Maple Leaf system taking on various leadership roles such as Department Head, Academic Advisor, Administrative Coordinator and curriculum writing. Shared with MLIS-W, MLFNS-W has a full time Principal and a Vice-Principal. The MLFNS-W Principal started at the school in 2008. He has held a variety of administrative positions including that of Educational Coordinator and Vice-Principal. He was appointed Principal at the



start of this school year when the former principal was transferred to the Maple Leaf School on the TRU campus in Kamloops, B.C. Although this is his first year in the position of Principal, he is familiar with the school's needs and operations.

The Principal has responsibility for the two B.C. Programs in MLFNS-W and MLIS-W. He fulfils all the requirements outlined in the Inspection Catalogue Section 3.3. The roles and responsibilities of the Principal are set out in the Employment Agreement for all Maple Leaf Principals.

**Commendation:**

The Team observed a high level of professional teamwork among the administrative team and between the B.C. Principal and the Chinese Headmaster. The Principal and Vice-Principal have built an impressive professional learning community among teachers and students at MLFNS-W.

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

Requirement Met

**Comment:**

The School meets the Administrative Support requirements as outlined in the Catalogue. The Principal is supported by two Vice Principals one with specific responsibility for MLFNS-W. The School has recently appointed a head teacher with responsibility for providing on site school leadership, student and teacher support. The school counsellor is the primary support for parents at MLFNS-W. The services of the MLIS Education Coordinators, the part time Registrar and the B.C. Secretary are shared with MLFNS-W. The support staff have worked in the school for a number of years and provide valuable service to the school operations and professional growth. The Maple Leaf Educational Systems provides a wide overall structure to support the Schools and their Principals.

The School successfully uses Power School as its administrative software and meets Ministry requirements for connectivity according to the Agreement.

**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:**

The Student Record files are well organized and kept in a locked room opposite the Principal's office. All files examined contained the required registration form, report cards (as applicable)



and B.C. Ministry of Education Personal Information Consent form. 1704 Permanent Student Records are kept electronically and were reviewed by the Team and found to be satisfactory. The Principal meets with every incoming student and conducts an oral interview whereby assessing the oral language, listening and reading competencies of the applicant. However, not all student files contained documentation of this English Language Assessment . As this documentation is most helpful in planning for the student where it was included, the School might consider placing the assessment documentation in every student's file, regardless of age or grade level.

### 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:

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

Teacher Files are kept in the Principal's Office and contain a teacher contract, a completed evaluation as per school policy and a B.C. Ministry of Education personal Information consent form.

The Team confirms criminal record checks have been undertaken for all teacher assistants employed by the School. All teachers of exempted courses have provided translated copies of local teacher certification.

## 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:

The Team observed clear evidence of implementation of the new B.C. curriculum. Teachers and administrators have participated in relevant professional development, engaged in collegial dialogue and accessed online support. Teachers were working to reshape overviews and practices in response to compliance expectations.

Commendation:

The School is commended for taking significant steps in response to compliance expectations of the redesigned B.C. 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:**

Students who enter Maple Leaf Foreign Nationals School–Wuhan must take and pass the English Proficiency Test, which includes oral and informal reading components. This test is intended to measure English language competency and academic aptitude in the areas of reading comprehension and listening skills. If students fail the English Proficiency Test they may not be accepted into the School.

English language acquisition is enhanced by the provision of small class sizes throughout the school. There is an intentional consistency of teaching methods and practices that span the spectrum of subjects, which further serves to support and enhance the students’ acquisition of English. Integrated ELL services such as a campus ELL Coordinator, ELL Teaching Assistants and access to ELL trained educators are provided for all applicable grade levels as needed.

**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:**

Mandarin is provided for students from Kindergarten to Grade 9. As the school program is inclusive to Grade 9 only, Equivalent and Challenge options are 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:**

Course planning documents were examined in each classroom. These planning documents consistently demonstrated alignment with all subjects in the B.C. curriculum while differentiating for each grade level in multi-graded classrooms. It is clear the school is taking steps, through professional development events and in regular staff meetings, to develop planning tools that will link classroom activities with curricular compliance.



A tabbed binder was available in each classroom with the following categories:

- Short term, long term and daily planning, content, planning for assessment and achievement indicators and reference to B.C. learning outcomes.
- Pyramid of interventions for students who may need additional support.
- Assessments used with some examples of work.

Collegial dialogue was described enabling strategic and intentional planning of classroom curriculum and practice to enhance compliance with the redesigned B.C. curriculum.

Commendation:

The School is commended for establishing a professional learning community designed to strengthen compliance with the redesigned B.C. curriculum.

**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 confirms MLFNS-W exceeds the instructional time requirements as set out in the applicable orders.

**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:

Teachers are using variety of assessment methods including diagnostic formative and summative assessment techniques combined with student self-assessment. The Team observed the practice of standards-based assessment which made good use of rubrics, performance standards and student exemplars.

Student work is abundantly displayed in the halls and in each classroom to effectively feature student achievement.



**Commendation:**

The School is to be commended for the lively and engaging classroom environments that feature exciting student work and teacher generated displays to enhance learning,

**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 the School meets the expectations for learning resources as outlined in the Learning Resources requirements. A Librarian aid is available to MLFNS-W to support classrooms and assist in meeting learning resources needs. The school library has secured ProQuest, Canadian Curriculum Edition E-library, IXL, Reading A-Z and TumbleBook Cloud E-book Collection in their campus library and continues to build book and online resources to enhance student learning at the elementary level. MLFNS-W students are able to visit MLIS-W and access its resources.

Three computer stations are available in each of three classrooms as well as a large TV monitor that is controlled by the teacher's laptop. Additionally, students can access tablets and smart phones.

**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 continues to use progress levels to summarize achievement and responsibility in Grades K – 3 and letter grades for Grades 4 – 9. Currently it is in the process of exploring alternative ways of reporting to more accurately reflect the requirements and guidelines of the redesigned B.C. curriculum. The Team confirmed that the school reports to parents three times a year and hosts three parent/teacher conferences.



**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 has an informative and attractive Handbook for parents and students. Material in the Handbook is provided in both English and Chinese and sets out the responsibilities of and opportunities for of a student at MLFNS-W.

**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:**

Maple Leaf Educational Systems produces a comprehensive Teachers Handbook for all its schools. The book clearly outlines policies and expectations and provides a good deal of relevant information on living in China and working at MLFNS-W

**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 MLFNS-W does not offer Distributed Learning Courses.



## CONCLUSION

### Commendations

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

- The Team commends the efforts of the Owner/Operator and Senior Administration to build the school population and expand the school program.
- The Team commends Maple Leaf Educational Systems for the support it offers its schools and for the incentives it provides to teachers and administrators as they work together to deliver the B.C. Offshore School Program.
- The Team commends the efforts of the Owner/Operator and Senior Administration to build the school population and expand the school program.
- The Team observed a high level of professional teamwork among the administrative team and between the B.C. Principal and the Chinese Headmaster.
- The Principal and Vice-Principal have built a professional learning community among teachers and students at MLFNS-W.
- The School is commended for taking significant steps in response to compliance expectations of the redesigned B.C. curriculum.
- The School is commended for establishing a professional learning community designed to strengthen compliance with the redesigned B.C. curriculum.
- The School is to be commended for the lively and engaging classroom environments that feature exciting student work and teacher generated displays that enhance learning.

### SUMMATIVE RECOMMENDATION

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

