

# Certification Inspection Report

BRITISH COLUMBIA PROGRAM

*at*

MAPLE LEAF FOREIGN NATIONALS SCHOOL

WUHAN, HUBEI PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 5 – 6, 2020

## INTRODUCTION

On November 5-6, 2020, an online certification inspection was completed on Maple Leaf Foreign Nationals School – Wuhan (MLFNS-W) in Wuhan, Hubei Province, People's Republic of China (PRC), referred to as the School in this report. The purpose of this inspection was to determine whether the requirements for the British Columbia (BC) education program have been met, according to the *BC Global Education Program – Offshore Schools Certification Agreement*. The inspection team (the Team), appointed by the Executive Director of Independent Schools and International Education, British Columbia Ministry of Education (MoE) in accordance with the *BC Global Education Program – Offshore Schools Certification Agreement* (the Agreement), consisted of Collette Ellis-Toddington and Terence Sullivan, who served as Team Chair.

The School's BC program has an enrolment of 66 students, in kindergarten to grade 9. The School is a stand-alone BC school on its own campus.

During their visit to the School, the Team reviewed all standards required in the *BC Global Education Program – Offshore Schools Certification Agreement* and *Operating Manual* and met with the, Offshore School Representative (OSR), BC Principal, BC teachers, locally certified teachers, the Executive Director of the School and a representative number of students from grades 7, 8 and 9.

The Owner/Operator, China Maple Leaf Educational System Ltd. (CMLES), is responsible for the BC program. CMLES remains committed to the BC programs in the foreign nationals schools in Wuhan (K-9), Dalian (K-9), and Yiwu (K-12). They plan to open further BC foreign nationals schools in Hohhot and Jinan. COVID-19 has pushed back their plans and the Hohhot school opening will most likely be in September 2022 with Jinan the following year.



Maple Leaf international schools (grades 10-12) will leave the BC program in 2 years. Maple Leaf presently has eleven high schools in China offering the BC program, three foreign nationals schools in China, 57 pre-kindergarten elementary and middle schools in China, three high schools in Canada, one on the campus of Thompson Rivers University in Kamloops and one on the campus of Kwantlen Polytechnic University in Richmond and one in Ontario. CMLES also operates schools in Australia, Singapore and Malaysia.

The BC program's philosophy, objectives and special features include: the CMLES educational philosophy which is based on the belief that through blending the best of the innovations and higher level thinking western educational model with the cultural richness and discipline of the traditional Chinese educational model, students will be best prepared to meet the challenges of living and working in a more internationalized society.

The Team would like to thank Maple Leaf Foreign Nationals School – Wuhan for its hospitality, cooperation and preparedness for the inspection visit.

<b>The School has satisfactorily addressed requirements contained in the previous inspection report.</b>			
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input type="checkbox"/> Not Applicable
<p>Comment:</p> <p>The School last year had one non-certified teacher who was not able to receive their certification from the Teacher Certification Branch (TCB). As a result, the teacher could no longer be employed at the School and their employment ended in April of this year. The Principal assumed the teacher's duties for the remainder of the school year.</p>			
<p>Commendation:</p> <p>The School and the Principal are to be commended for taking the necessary steps in the midst of the school year and in the midst of the COVID-19 crisis to see that the requirement from the previous inspection was met.</p>			



## BUSINESS PLAN 1.0

<b>The Owner/Operator has submitted a business plan to the BC Ministry of Education, confirming the sustainability of the program.</b>		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>Enrolment at the School has increased every year for the past four years. The School had an enrolment of 50 students four years ago and reached 115 students this past year prior to COVID- 19.</p> <p>China Maple Leaf Educational System Ltd. has a five-year plan for the School and has an objective of reaching 200 students by the end of that five-year plan. The Principal is heavily involved in a number of recruitment efforts to promote the School in the region. He attends government sponsored events. He is in contact with the foreign consulates in the area which include Britain, France, the United States and South Korea. Canadian Consulate staff will be visiting the School and will be providing information on the School to Canadians who are or will be living in the area. Wuhan is also the center of the international high-tech industry and the Executive Director of the School is in constant contact with the human resources departments of the international companies located in Wuhan. Students are gradually coming back to the School as the COVID-19 crisis diminishes in Wuhan.</p> <p>The business plan confirms the sustainability of the program.</p>		

## INSPECTION CATALOGUE 2.0

<b>2.02 The Owner/Operator meets all requirements as set forth in the BC Global Education Program Offshore Schools Certification Agreement (the Agreement).</b>		
<input type="checkbox"/> Requirement Met	<input checked="" type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The Certification Agreement which encompasses all the BC schools in the China Maple Leaf system is presently being negotiated with the BC Ministry of Education. These negotiations are nearing completion.</p> <p>The Owner/Operator meets the requirements and the criteria outlined in the Certification Agreement and meets the commitments outlined in section 8 of the Agreement. Tuition and fees are included in all promotions for the school online, through presentations by the Principal and executive director and through brochures which are distributed to the parents of potential students when the parents tour the School.</p>		



The OSR and the Principal have been made 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.

**2.03 The Owner/Operator has written approval from the appropriate government entity to operate the offshore 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
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**Comment:**

The School has provided documentation which includes a letter from the Wuhan Education Bureau (No200750) giving permission to establish the school, an approval from the Hubei provincial Department of Education, dated September 26, 2018 which is valid until November 2021, a memorandum of understanding between the Wuhan Education Bureau and the BC Ministry of Education with supporting documentation dated August 20 and September 25, 2018. All documentation submitted is in Mandarin and English.

The School has the approvals outlined in section 5.03 of the Agreement.

**2.04-2.05 The School meets local building, safety and cafeteria codes and regulations. The facilities are deemed to be suitable to support the BC program.**

<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
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**Comment:**

The Team viewed a Food Distribution Permit for Catering Services Premises which is valid until October 22, 2023. The School also submitted planning approval documentation dated August 24, 2011 and other planning documents which were also approved by local government in 2011 allowing the establishment of the School. The Team also examined several agreements related to the School and extensive emergency evacuation procedures.

China Maple Leaf Education System Ltd. has provided a letter dated July 12, 2018 to all the schools which allows for the continued education of students if a school has to be closed on a temporary or permanent basis.

As a result of COVID-19 all students and staff in the School must wear masks at all times while they are interacting with one another. Students and staff must maintain social distancing when they are not in class and all staff and students have to undergo a daily temperature check. All residents of Wuhan had to undergo testing and there are very strict quarantine requirements for anyone entering China from other countries. China has recently banned



those entering China from specific countries where there have been recent high numbers of COVID-19 cases.

All documentation submitted related to building, safety and cafeteria codes and regulations is in Mandarin and English.

The facilities are deemed to be suitable to support the BC program.

**2.06 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 Partially Met

Requirement Not Met

**Comment:**

The Owner/Operator has appointed Mr. Jim Beeke as the Offshore School Representative (OSR) for China Maple Leaf Educational System Ltd. During the inspection, the OSR was represented by the Assistant Superintendent of BC Programs at CMLES. The Assistant Superintendent is aware of the obligation of the OSR 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 Assistant Superintendent of China Maple Leaf Educational Systems, who represented the OSR for the School during the inspection, for being present and supportive throughout the inspection.

**2.07 The Principal meets the requirements as outlined in section 2.07 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Principal has been with China Maple Leaf Educational Systems for 10 years. He has served as a classroom teacher at the high school level, a social studies department head, an education coordinator and a vice principal at the high school level. He holds a B.A., a B.Ed. and a Masters in Educational Leadership from Vancouver Island University. He has been the Principal at Maple Leaf Foreign Nationals School – Wuhan for four years. He has continually improved his qualifications by taking online courses and continued to do so during the COVID-19 crisis in the spring and summer of this year.



The Principal fully meets the requirements as outlined in section 2.06 of the inspection catalogue.

**Commendation:**

The Principal is to be commended for his commitment to the students and the staff of the School as well as his continual promotion of the school and his maintaining a connection with students and their families throughout the COVID-19 crisis.

**2.08 The School meets the administrative support requirements as outlined in section 2.08 of the inspection catalogue for offshore schools.**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

**Comment:**

The School has 1 FTE principal, 1 FTE secretary, 1 FTE executive director and a Chinese headmaster who does not have an office at the School. The School is also supported by the central office of the China Maple Leaf Educational System.

The School meets the administrative support requirements outlined in the catalogue.

**2.09 The School meets the Student Record requirements as outlined in section 2.09 of the Inspection Catalogue for offshore schools.**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

**Comment:**

The Team reviewed 15 student files selected at random. Each file examined contained all the items required as outlined in section 2.09 of the inspection catalog. Each student file contained updated student and parent consent forms.

**Commendation:**

The clerical staff at the School is to be commended for their efficient, comprehensive and well-organized student files.



**2.10-2.18 The School meets the teacher certification requirements as outlined in sections 2.10-2.18 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed all the files of BC teachers employed at the school who were either teaching onsite or through distance-learning due to COVID-19 restrictions. Each teacher file contains all of the items required in the inspection catalogue. One teacher does not have her Certificate of Qualification but has a Letter of Exemption until April 2021. The teacher with the Letter of Exemption is being supported with her application for her Certificate of Qualification by the School and by China Maple Leaf Educational System. The School has informed the Team that the approval of her application is imminent.

The School has two locally certified teachers. Proof of certification and university graduation were provided in both English and Mandarin.

**Commendation:**

The clerical staff at the School are to be commended for the well organized and complete documentation on each teacher file.

**2.19 The School meets the requirements for curriculum implementation outlined in section 2.19 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

Evidence that the School has fully implemented the new curriculum for kindergarten through grade 9 appeared through review of course outlines, unit plans, lesson plans and conversations with the teachers. Practices such as active learning, group work, inquiry-based projects, peer and self- evaluation were identified in the planning documents.

The School supports teachers new to the BC curriculum through professional development, teacher-mentoring and administrative release time for observing other teachers. Inquiry based learning, social emotional learning, assessment strategies, vocabulary acquisition and First Peoples' resources have been the focus when acquiring teaching and learning resources.



**2.20 The School meets the requirements for English language assessment and acquisition as outlined in section 2.20 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team examined the English language entrance assessment. It includes listening, speaking, reading and writing. The Principal conducts the interviews and makes the decisions regarding admission as well as how much ELL support is required. If the student is deemed well below the age appropriate grade level, the grade placement is discussed with the parents.

CMLES (parent system) has initiated a systems approach to assist all schools in improving student achievement in English language proficiency. These initiatives include the Maple Leaf 3 key English language instructional strategies for use by all teachers and ongoing professional development offered to staff in the area of ELL teaching strategies. Along with the principal's help, an experienced ELL teacher is presently supporting the classrooms through online activities and should be in the school by the end of November.

Students in grade 3 to 9 requiring ELL support receive 6 to 8 hours of targeted ELL instruction/support a week. Students in grade 1 and 2 receive push-in support for 6 to 8 hours per week. The K-1 class has a full-time bilingual assistant. Class sizes are small. Students have online access to Reading A-Z, IXL (Math, English and Science) and ReadTheory. Running records, reading tests and all data collection for grades K-6 occur monthly. Grades 7-9 are accessed each term. Decisions are then made regarding individualized ELL support.

**Commendation:**

The School is to be commended for the coordinated emphasis on improving student English language acquisition at all levels.

**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 inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

As a K to 9 school, there are no equivalency or challenge questions. Records of courses completed and grades where appropriate are maintained through the PowerSchool Management System.



There are no BAA courses offered. All PHE courses are taught by BC-certified teachers. Beginning, intermediate and advanced Mandarin are taught by locally certified teachers. Letters granting exemption for two local teachers to teach these subjects 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 the 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 confirms that planning documents meet the learning outcomes/standards identified in the BC Ministry of Education Educational Program Guides. Each subject has an overview and unit plans that include content, teaching strategies, assessment and evaluation methods that are linked to the BC learning standards. The course outlines and unit plans follow a consistent format that includes the Core Competencies, Curricular Competencies and First Peoples Principles of Learning. Each plan begins with Ministry curricula of establishing goals through the Understand, Do and Know method of organization. This is followed by the teacher's individualization of time, activities, diagnostic, formative and summative assessments. There is an outline for each subject in each grade. There was evidence that BC Performance Standards and the BC Ministry's ELL Standards were the focus during planning.

**2.22 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 Partially Met

Requirement Not Met

Comment:

The Team confirms that the school exceeds the required instructional hours of 850 hours. There are 173 days in session with 5.42 hours/day of instruction for grades K through grade 2 totaling 936.95 hours and 5.75 hours/day for grades 3 through 9 totaling 994.75 hours. The School operates on a linear timetable.



**2.23 The School meets the assessment methods requirements as outlined in section 2.23 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

As an elementary/middle school, no formal provincial assessments (i.e. the Numeracy or Literacy assessments) occur. Planning documents evidenced that assessment practices were based on provincially recognized, standards-based assessment.

The School participates in the annual FSA for grades 4 and 7. Results from the assessments are evaluated and used to drive targets for student improvement/learning. School wide marking of the assessments assist the staff in ensuring that their assessment practices are aligned with BC expectations.

Planning documents showed many opportunities for students to demonstrate their learning and understanding of Big Ideas, core and curricular competencies in a variety of ways. Diagnostic, formative and summative assessment are used to communicate the progress of the students to students and parents. Differentiated instruction is used to accommodate the wide range of learners. During an interview with students, they discussed how they had to evaluate themselves on the core competencies as well as subject activities.

The Team examined a number of student assessments. They showed, through self-reflection, that students could identify and understand core competencies at the appropriate level and what they had to do to further their learning.

**Commendation:**

The School is to be commended for the extensive, varied and data-based driven assessment practices that were evident at all grade levels.

**2.24 The School meets the learning resources requirements as outlined in section 2.24 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The School has an automated library that is managed by a part-time librarian. Classes are regularly booked into the library. An annual budget based on student population allows for a continual increase of titles. Teachers have input regarding the selections. Classroom libraries are being enhanced as well. Textbook use is at teacher discretion and the School has ample subject-based resources. Annual purchases are made through the China Maple Leaf Education System.



Each classroom has a Smart TV for interactive use and some classrooms have several desktop stations. A computer lab is available and the primary classrooms each have a number of tablets. Students in grades 5 through 9 are encouraged to have their own laptop and use them on a daily basis. Teachers and students have access to a wireless network. Online subscriptions include Reading A-Z, IXL (Language Arts, Science and Math), LESPlan, and Brain Pop. Students have an Office365 account and access to Canvas LMS. Teachers use Class Dojo for class management and communication to parents.

**2.25 The School meets the student progress report requirements as outlined in section 2.25 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed a sampling of report cards from the previous year. The School uses the PowerSchool information system to store grades and other data. The Team noted that report cards met all the Ministry requirements. The report cards have comments that are meaningful, prescriptive and specific in terms of what a student is able to do and what areas they need to improve.

Teachers communicate to the parent community through school secretaries, Class DoJo which has translation capabilities, a weekly email from the principal and a school newsletter. Each class sends home a Monthly Learning Plan, and parent/student/teacher conferences occur at the end of each of the four terms. Pictures of school wide activities are shared on the school website.

There are three reporting periods and supplemented with parent meetings every six weeks. Interim reports for struggling learners are sent every mid-term.

Assemblies presenting student learning occur monthly and parents are invited to attend.

**Commendation:**

The School is to be commended for the thoroughly written report cards as well as the frequency and wide variety of methods used when communicating with the parent community.



**2.26 The School meets the parent/student handbook requirements as outlined in section 2.26 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed the parent student handbook. The handbook contains policy on student admissions, student behaviour and a student code of conduct, academic information, school calendar and timetable, a policy on the supervision of students, an assessment reporting policy, a process for appeals and emergency evacuation procedures.

China Maple Leaf Educational System has a policy for the relocation of students in the event of a short-term or long-term closure of the school which would require a relocation of the students to another facility. The handbook is available to parents and staff on the first day of school. An electronic copy is also available. Students come from 20 different countries, so Class Dojo is used for communication with parents when multiple translations are necessary.

The parent/student handbook meets the requirements outlined in the inspection catalogue.

**2.27 The School meets the teacher handbook requirements as outlined in section 2.27 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed the teacher handbook for the School which is published through the central office of the China Maple Leaf System. The handbook contains a process for resolving student parent concerns, a dispute resolution policy and policies on teacher and administrative evaluation. The handbook does not contain a policy regarding provincial liability and a contract of employment between the owner operator and teachers. The statement is included in each teacher contract.

China Maple Leaf Systems planned to bring the foreign nationals schools principals together last spring to develop a separate teacher handbook for the foreign nationals schools. It is still the plan to implement this suggestion as soon as it is possible to bring staff together to do so.

The handbook meets the requirements outlined in the inspection catalogue



<b>2.28 The School meets the distributed learning requirements as outlined in section 18 of the Agreement and section 2.28 of the inspection catalogue for offshore schools.</b>			
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
<p>Comment:  The School does not presently have any students enrolled with the approved distributed learning provider.</p>			

## CONCLUSION

### Commendations

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

- for taking the necessary steps in the midst of the school year and the COVID-19 crisis to see that the requirement from the previous inspection was met;
- the presence of the Assistant Superintendent of the China Maple Leaf Educational Systems, who represented the OSR for the School during the inspection, and for her support throughout the inspection;
- the Principal's commitment to the students and the staff of the School as well as his continual promotion of the school and his maintaining a connection with students and their families throughout the COVID-19 crisis;
- the clerical staff's efficient, comprehensive and well-organized student files;
- the clerical staff's well organized and complete documentation on each teacher file;
- the coordinated emphasis on improving student English language acquisition at all levels;
- the extensive, varied and data-based driven assessment practices that were evident at all grade levels;
- the thoroughly written report cards as well as the frequency and wide variety of methods used when communicating with the parent community.

### SUMMATIVE RECOMMENDATION

**The Offshore Inspection Team recommends to the Executive Director of Independent Schools and International Education that the British Columbia education program offered at Maple Leaf Foreign Nationals School continues to be recognized as a British Columbia-certified school.**

