

# Certification Inspection Report

## BRITISH COLUMBIA PROGRAM

*at*

MAPLE LEAF INTERNATIONAL SCHOOL - WUHAN

WUHAN, HUBEI PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 2–3, 2020

### INTRODUCTION

On November 2–3, 2020 an online certification inspection was completed on Maple Leaf International School – Wuhan (MLIS-W) in Wuhan, Hubei 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 (BC) education program have been met, according to the *BC Global Education Program – Offshore Schools Certification Agreement*. The inspection 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 Terence Sullivan (the Inspector).

The School's BC program has an enrolment of 957 students, with 531 students in grades 11 and 426 students in grade 12. The BC program is located on a campus which includes an elementary school with 1557 students, a middle school with 817 students and a high school with 1399 students. The school campus including the students in the BC program contains a total of 4732 students.

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 School's, Offshore School Representative (OSR), BC Principal and a selective number of BC teachers.

Maple Leaf International School – Wuhan is part of the China Maple Leaf System. The Owner/Operator, China Maple Leaf Educational System Ltd. (CMLES), is responsible for the BC program. Maple Leaf International Schools (grades 10-12) will leave the BC program in two years. CMLES presently has eleven high schools in China offering the BC curriculum, 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.

CMLES provides 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. CMLES schools promote appreciation for the diversity of people and cultures, provide an optimal environment for learning and teaching, and offer a globally respected curriculum that inspires in its students the spirit and ideals of global citizenship.

The Team would like to thank Maple Leaf International 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 type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
<p>Comment: There were no requirements included in the previous inspection report. However, the School has been actively implementing a number of suggestions from the previous inspection.</p>			
<p>Commendation: The School is to be commended for the progress made in implementing the suggestions from the previous report.</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: The Owner/Operator has submitted a business plan to the BC Ministry of Education. The BC Graduation Program at Maple Leaf International School – Wuhan is being phased out over the next two years. As a result, CMLES is no longer promoting or seeking further enrolment to the BC program at Maple Leaf International School – Wuhan. The present grade 10 cohort is not enrolled in the BC program. This year's grade 11 students when they graduate will be the final graduation class from the BC program at MLIS-Wuhan. CMLES intends to open a new K to 9 school next year and one the following year to continue their connection to the BC 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 checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The Owner/Operator and the British Columbia Ministry of Education are presently negotiating the Certification Agreement for Maple Leaf International School - Wuhan. The negotiations are near completion.</p>		

<b>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.</b>		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The School has provided documentation from the Education Bureau of Wuhan city dated 2007 giving the school permission to operate. The School has also submitted an annual inspection report from the Wuhan Municipal Civil Administration giving the schools permission to operate from June 18, 2020 until June 18, 2024. Both documents have been submitted in Mandarin and English.</p>		

<b>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.</b>		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The School has submitted comprehensive documentation regarding the protection of the safety of the students and staff which include a Land Planning Permit dated 2006, Fire and Construction Approvals dated 2010, a Food Distribution Permit for Catering Services Premises dated June 16, 2018, a Precaution Plan for Urgent Incidents dated November 3, 2019, an Anti-Terrorist Plan dated September 1, 2019, a Campus Safety Management Policy dated September 1, 2019 and a Personal Safety Incident Response Plan dated July 1, 2019. All plans have been submitted in Mandarin and English.</p> <p>China Maple Leaf Educational System, by way of a letter to the BC Ministry of Education dated July 12, 2018, outlined their plan if one of their schools had to be closed on a short-term or long-term basis. The OSR is familiar with the letter and its contents.</p>		



Health and safety protocols related to COVID-19 are issued by the government in China and the School follows those directives and guidelines as they are updated.

**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 for Maple Leaf International School - Wuhan. During the inspection, the OSR was represented by the CMLES Assistant Superintendent. 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 Assistant Superintendent is to be commended for her presence and critical support 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 is in his first year as the principal of Maple Leaf International School – Wuhan. He has served for a number of years as a teacher and secondary administrator in schools in Surrey, Delta and Vernon, British Columbia before moving to offshore schools. He has extensive experience as a secondary administrator in offshore schools in China. He holds a B.A. in history, a P.D.P certificate and a master's in educational leadership from Simon Fraser University. The Principal meets all the requirements outlined in section 2.06 of the inspection catalogue for offshore schools.

**Commendation:**

The Principal is to be commended for his support throughout the inspection and with the many challenges presented through COVID-19 as well other challenges presented on campus during the inspection.



**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 a principal, two vice principals, two educational coordinators, eight department heads, a Foreign Affairs Secretary who assists with teacher visas, a secretary for student records, a facilities secretary, a transcriptions secretary who is shared with the host school and a Head Secretary for Maple Leaf International School.

The School meets the administrative support requirements outlined in section 2.08 of the inspection catalogue.

**Commendation:**

The Foreign Affairs Secretary and supporting clerical staff at the school are to be commended for their hard work and commitment in helping teachers obtain their visas so they can return to China and the School.

**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:**

Ten student files from grade 11 and ten student files from grade 12 were selected randomly for a review of required documentation listed in the inspection catalogue. Grade 10 students are no longer a part of the BC program. All twenty files reviewed through Zoom contained all the required documentation. All parent/student consent forms were up to date.

**Commendation:**

The clerical staff are to be commended for the thoroughness of their record keeping which helped to facilitate the inspection.



**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 file of each teacher on staff at MLIS-Wuhan was reviewed and each file contained all the required documentation with some exceptions. The file review showed that there were 4 teachers who are teaching onsite and 4 new teacher hires, who are teaching remotely, who have not yet received their Visas to enter China and who have not yet obtained a Letter of Exemption (LOE) from the Ministry. The 4 onsite teachers received their LOEs during the final day of the inspection. All eight teachers have their L number from the TCB.

The school administration and clerical staff, supported by China Maple Leaf Systems, continue to work very hard to obtain the necessary visas for the remaining teachers who have not been able to enter China. University closures in various parts of the world have made it difficult for some new hires to obtain the proper documentation for their BC certification applications. The Inspector has informed the School to contact immediately the BC Ministry of Education to determine if the required Letters of Exemption can be obtained. The School has been informed that teachers without an LOE cannot teach until the LOE is obtained from the Ministry. The School has also been directed by the Inspector to contact the Ministry with an up to date list of the names of teachers who do not have an LOE.

The School and China Maple Leaf Systems head office is supporting teachers to obtain the proper approvals from the Ministry and the TCB.

Proof of graduation has been provided in both English and Mandarin for locally certified teachers. Criminal records checks have also been provided in English and where applicable in Mandarin for teacher assistants who are working with students.

**Requirement:**

All non-certified teachers must obtain the required Certificate of Qualification or a Letter of Exemption from the BC Ministry of Education before they are permitted to teach in the BC program at MLIS-Wuhan.



**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:**

China Maple Leaf Educational System creates the overviews for the new curriculum for each subject area. Teachers are then free to use the curriculum overviews that have been created and loaded to SharePoint and amend them for their own particular use. Last year the focus was on First Peoples Principles of Learning and Assessment. The focus this year will continue to be on First Peoples Principles of Learning and Assessment with the stress on the parallels between Chinese culture and First Nations culture. One of the vice principals is running professional development sessions every Wednesday on the core competencies. The new curriculum is being fully implemented at Maple Leaf international School - Wuhan.

**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:**

Students are required to pass the Maple Leaf English language test prior to being admitted to the School. The test is administered in June, July and August. All students have to take double credits in English both in grade 11 and grade 12. They must be in an English course during each semester. All grade 12s must take an English studies 12 exam which is a systemwide exam for all grade 12s in the China Maple Leaf System. It is used to measure progress in English from the time the student enters in grade 10 until they graduate in grade 12.

The School has provided a success room for students who are struggling especially with literacy. The School also has a support teacher to help students who need additional support and teachers also volunteer their time after school to help students who are in need of additional support. The School also has a USSR program which is in place every day after lunch.



**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:

The School is presently offering only one BAA Course which is Psychology 12. All BAA courses have been re-submitted to the BC Ministry of Education through China Maple Leaf Systems and have been approved by the BC Ministry of Education.

**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 Inspector examined a number of course overviews. China Maple Leaf Educational System provides a course overview for each of the courses offered in the system and uploads them to their SharePoint site. Teachers are then free to adapt the course overviews to their own local needs. All course overviews examined contained the Core Competencies, Learning Outcomes, the Big Ideas and Formative and Summative Assessments. Course Overviews also contain activities that have students apply the concepts learned during the course.

The course overviews reflect curricular frameworks aligned with the new curriculum.

Commendation:

Staff are to be commended for the thorough and well-organized course overviews and maintaining the connection of the content of the course overviews to the new BC Curriculum.

The administration and staff are to be commended for their response to their student community and their support for one another during the COVID-19 crisis. The staff worked from a variety of locations across various time zones with whatever technology they had in their possession, often for 24 hours a day over several months to stay connected with their students. Their commitment, courage and endurance deserve the highest commendation.



**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 minimum required hours of instruction in BC (8-12) is 952 hours or 4.98 hours per day over a 191-day schedule. The School currently provide 5.6 hours a day or 1069hrs/year over 191 days.

The School exceeds the required hours of instructional time.

**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:

The School issues interim reports, midterm reports and regular report cards during the year. Department heads check teacher grade books on a regular basis and this year is the second year that the School has been focussing on professional development sessions dealing with assessment and the new curriculum. Students are also required to complete the BC Numeracy Assessment and the BC Literacy Assessment. Regular formative and summative assessments are also integrated into the course overviews.

**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 China Maple Leaf System does a centralized textbook order and a centralized resource order twice during the school year. Schools have also been allotted a budget to spend on their library consistent with the specific needs of the school. There is also a centralized Maple Leaf library that schools can access, and they also have access to public libraries in China.



Maple Leaf also provides resources through their SharePoint site for teachers. Fiction and nonfiction materials are provided to schools to supplement the curriculum. The Assistant Superintendent is fully familiar with the resources that are provided to schools through the China Maple Leaf System and reviewed the resources provided with the Inspector while serving as the OSR throughout the inspection.

**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 School provides two midterm reports during the year, four interim reports during the year and two report cards during the year.

Each grade level has a designated counsellor and twice during the year there are formal meetings with parents. The designated counsellor or other staff members serve as translators during these meetings. In addition, there are individual meetings with parents as circumstances required. The school also sends out newsletters and has set up WeChat groups for each grade level.

The school report cards contain a letter grade for each course as well as a place for teacher and/or principal comments. The student transcript contains a place for credits assigned.

**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 parent/student handbook has been updated and is available online to each parent. The handbook is available in both Mandarin and English. It contains an appeals process and a dispute resolution process and is communicated and available to staff as well. The handbook also contains policies on student assessment and conduct.

Since the BC program will not be continuing at MLIS-Wuhan, the handbook no longer contains a policy on admissions to the BC program.



**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 teacher handbook is produced through the China Maple Leaf System central office. The teacher handbook has been updated and contains policies for both teacher evaluations and administrator evaluations. The School includes in each teacher contract an acknowledgement that the Province is not party to the contract of employment between the Owner/Operator and the teacher and that the Province is not liable in any instance where the Owner/Operator is found to be in contravention of the laws or requirements of the country of operation. This policy should also be included in the teacher handbook.

**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.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met                       Not Applicable

**Comment:**

The School does not have any students taking courses through the approved distributed learning model and the School District #73 Business company.

## CONCLUSION

### Commendations

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

- the progress made in implementing the suggestions from the previous report;
- the Assistant Superintendent's presence and critical support throughout the inspection;
- the support of the Principal throughout the inspection, with the many challenges presented through COVID-19 as well other challenges presented on campus during the inspection;
- the support of the Foreign Affairs Secretary and clerical staff at the school for their hard work and commitment in helping teachers obtain their visas so they can return to China and the School;



- for the thoroughness of the record keeping by the clerical staff which helped to facilitate the inspection;
- for the thorough and well-organized course overviews by the staff while maintaining the relationship of the content of the course overviews to the new BC curriculum;
- the administration and staff response to their student community and their support for one another during the COVID-19 crisis. The staff worked from a variety of locations across various time zones with whatever technology they had in their possession, often for 24 hours a day over several months to stay connected with their students. Their commitment, courage and endurance deserve the highest commendation.

## Requirements

In order to meet the requirements of the *BC Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by January 31, 2021, the Owner/Operator provide the Executive Director of Independent Schools and International Education, responsible for the BC Global Education Program - Offshore Schools, with a plan and timeline for proposed implementation of the following items:

- All non-certified teachers must obtain the required Certificate of Qualification or a Letter of Exemption from the BC Ministry of Education before they are permitted to teach in the BC program at MLIS-Wuhan.

### **NOTE FROM MINISTRY:**

**The requirement listed above has been addressed to the Ministry's satisfaction. This School remains in good standing for the 2020/21 school year.**

## SUMMATIVE RECOMMENDATION

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

