

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

SINO BRIGHT SCHOOL NO. 8

FENGTAI DISTRICT, BEIJING

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 17-18, 2016

INTRODUCTION

On November 17-18, 2016, a Certification Inspection was completed on Sino Bright School No. 8 (SBS8) in Beijing, 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 Brent Koot and Raymond Sutton (Chair).

The School's B.C. Program has an enrolment of 136 students, in Grades 10-12. The School is housed in the Beijing Yihai #8 Middle School (International Division campus). The entire school (K-12), which houses the B.C. Program, enrolls 400 plus 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 Offshore School Representative/B.C. Principal, administrative team members, B.C. teachers, and the leadership of the host school.

The Owner/Operator, Beijing Sino Bright Education Co. Ltd, (BSBE) is responsible for the B.C. Program. The Owner/Operator also operates B.C. Graduation Program schools in Kaifeng (only Grade 12) and Xian. In addition, they operate approximately 10 other educational projects in China and an independent school in Vancouver, B.C.

The B.C. Program's philosophy, objectives and special features is stated as follows:

“Sino Bright School strives to offer a quality educational program in China to meet the needs of Chinese and international students. Students are exposed to a variety of learning activities and



strategies with a focus on student-centered learning and the ability to produce lifelong, creative, cooperative and independent learners.”

The Team would like to thank Sino Bright School No. 8 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:

In the April 2016 Inspection Report one requirement was identified: Remove all information from the staff booklet that is inaccurate. The Team was able to ascertain that the staff handbook had been revised, corrected and updated.

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 Business Plan and Inspection Catalogue were complete and contained all the information requested. All necessary support documents were made available along with the Business Plan. The Team confirms the Business Plan submitted by the Owner/Operator confirms the sustainability of the B.C. Program being offered at SBS8.

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 Team, after discussion, observation, and review of the relevant documents, confirms that the Owner/Operator meets all the requirements as set forth in the B.C. Global Education Program Offshore Schools Certification Agreement.



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:

Copies of documents relating to the local building, safety and cafeteria codes and regulations were made available to the Team prior to their visit. During their time at the School the Team reviewed and confirmed the original documents.

SBS8 occupies two floors of the five-story Beijing Yihai #8 Middle School building. Classrooms are bright and well equipped. There is room for the program to expand. In addition to the two floors of classrooms and offices, the School also makes use of computer and science labs a cafeteria and meeting space on other floors of the building. The facilities adequately support the B.C. Program.

The facility is clean and well maintained.

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 Owner/Operator has appointed a new Sino Bright representative to act as the Offshore School Representative. The Director of International Education approved the appointment of this individual for 2016-2017. The Team was appreciative of the support and assistance provided by the Offshore School Representative during the School's inspection.

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 has had more than 34 years of experience in the B.C. school system, over 20 of which have been in administration. He has been at SBS8 since April 2016.



The Principal also functions as the Offshore School Representative for SBS8 and the other Sino Bright B.C. schools in China. He has brought stability, experience and vision to the School.

Commendation:

The experience and vision the Principal has brought to the School.

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 Principal has put together an administration team which includes: vice-principal, head teacher, curriculum leader and athletic coordinator. These teachers are given some release time to fulfill their responsibilities. In addition, there is a full-time administrative assistant and several Chinese staff members who work with the students and teachers.

The Team noted there is an excellent working relationship between the leaders of the host school and the leaders and staff of the B.C. Program.

Commendation:

The strong support from Beijing Yihai #8 School for the B.C. Program and the excellent cooperation between the two administrations and staffs.

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 hard copy student records were found to be well organized, securely stored and contained all the required documents and data. It was noted that a change in procedures last year had resulted in copies of the student's medical form, completed at the time of registration, no longer being added to the hard copy of the student's file. These forms were being filed in the School infirmary and were available for inspection. It was suggested the School consider continuing the inclusion of a copy of the student's medical form in the hard copy files.

An electronic version of the records is kept using the *TESS* software package. A sampling of the files online showed that the data was not complete. While the files showed all the required academic information and the student's personal information, family and contact information was missing. The electronic system is backed up on a continual basis.

The Principal indicated the School wanted to go completely electronic with their records. To do



this, the School will need to ensure all the required data is entered into the system.

Before going only electronic it is suggested all the missing information be added to the electronic student records and that policies and procedures be developed and implemented that will ensure that all the required documentation is included in the electronic files in future.

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:

Including the Principal, there are 11 teachers employed to deliver the B.C. Program at SBS8. All 11 have current TRB certification. There is one teacher with a subject-restricted certificate, and the teaching assignment for this person is consistent with her certification.

The exempted courses, Mandarin 10, 11 and 12 are taught by locally certified teachers.

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:

The staff of SBS8 is preparing for the implementation of the redesigned curriculum. Before the start of the school year, the staff engaged in a three-day professional development session in which the redesigned curriculum was a major focus. An upcoming professional day will also deal with implementation. Teachers are encouraged to try out elements of the redesigned curriculum this year. Teacher planning documents contain new course outlines and in discussion with teachers, it was clear that they have a high level of awareness about upcoming changes to current practice.



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:

Most of the students applying to the program come from the K-9 Sino-Bright school, which has a strong ESL program from Kindergarten to Grade 9. Native English speaking teachers (not B.C. certified) teach this program and all students receive between 80 -160 minutes of English instruction per day. An entrance assessment is held in May/June. B.C. teachers supervise the assessment and the Principal approves all selected students. A small number of students apply over the summer; they write the English language assessment under the supervision of the Chinese counsellors, supervised by the Chinese Principal and approved by the B.C. Principal upon his return. The School has been informed that arrangements need to be made for all assessments to be administered by the B.C. Principal or a B.C.-certified teacher under the Principal's supervision.

The assessment instrument used has recently been revised. It contains a reading section and a writing section but does not have listening or speaking components.

Course programming assists in enhancing language acquisition skills. The entrance assessment helps determine the level of English skills and placement in English courses. Most students take the ESL Skills 10 course and English 10 in Grade 10; Communications 11 and English 11 in Grade 11; and either Communications 12 followed by English 12 or a double block of English 12 in Grade 12. Students are encouraged to participate in an onshore program through Powell River School District in either a remedial program or a summer school program. Teachers engage in a number of professional day activities throughout the year to address the needs of ELL students.

Requirement:

- A plan to ensure that all English language assessments for students entering the B.C. Graduation Program at Sino Bright School No. 8 are always administered by the Principal or a B.C. certified teacher supervised by the Principal.

4.3 The School meets the Course Credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in Section 4.3 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The Team confirms that SBS8 meets course requirements for equivalency, exemptions, and BAA courses. The School offers one approved BAA course entitled ESL Skills 10 that is taught to most Grade 10 students. This course is offered in addition to English 10. The school has approval to



exempt Mandarin 10-12, PE 10, and Fine Arts 10. The School is not currently offering Fine Arts 10.

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:

All teachers have very well-developed course planning documents including lesson plans, unit plans, and course overviews that contain content, timelines, teaching strategies, achievement indicators and links to the prescribed learning outcomes. In some documents there was reference to the formative and summative assessment strategies being used as well as to ELL strategies employed. Many teachers also included the redesigned curriculum documents and there was evidence of inclusion of the redesigned curriculum strategies in their instruction.

Commendation:

The quality of the course planning documents, with clear and detailed course overviews, unit plans and lesson plans and their relation to learning outcomes, instructional strategies, and assessment practices.

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 confirmed that the School exceeds the subject instructional time and learning outcomes for the Graduation Program, including daily physical education. SBS8 has nine periods a day of 40 minutes each. With a 184 day school year, students receive approximately 1100 hours of instruction per year.

The School has made a concerted effort to ensure that classroom instruction is planned and adapted to meet the needs of English language learners and particularly the at-risk ELL learners. As part of its focussed ELL support plan, the school double blocks instruction in English for most students in all three grades. In Grade 10, two thirds of the students receive English Skills 10 followed by English 10; in Grade 11, students take Communications 11 and English 11; and in Grade 12, they take Communications 12 and English 12 or a double-blocked English 12. Each



year students can receive up to 240 hours of English instruction.

Commendation:

The amount of time devoted to English language courses in all three grades to support student language acquisition.

4.6 The School meets the Assessment Methods requirements as outlined in Section 4.6 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The School is implementing appropriate assessment practices. There is evidence of this in planning documents, assessment records, and observation of practice in the classroom. Teachers use both summative and formative assessment strategies. Some teachers note the type of assessment used in their lesson plans and these assessments clearly link back to the learning outcomes.

Over the past three years, the school has shown consistent improvement in the discrepancy between course and provincial exam scores. English 12 and Communications 12 have shown the biggest improvement. All courses are within acceptable limits. The School had placed significant emphasis on improving these scores.

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:

There are sufficient textbooks, workbooks, and classroom support resources for the courses taught at SBS8. The Team also observed a number of classroom resources which are teacher produced.

The library has a very good collection of fiction reading resources in addition to reference materials for use in course projects and research. The fiction collection ranges from a wide variety of high interest-low vocabulary books to books that will challenge even the best readers in the school. The library is a spacious and inviting facility that also houses a computer lab – one of two in the school.

The School is currently upgrading its WiFi services in the school. Teachers noted the improved speed and reliability. Teachers have projection units in their classrooms. Students are allowed to use electronic devices in the school and in their classes provided they are being used for



research purposes.

Commendation:

The variety of English language resources available, including both high interest - low vocabulary books and more difficult reading materials.

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 confirmed that the School complies with the student progress report requirements. There are four formal report cards sent home to parents each year. The report cards include letter grades, percentages, work habit marks, and anecdotal comments. All subject areas, including the exempted courses are reported. Daily physical activity is recorded on each report card. In addition, there are two parent-teacher interviews and informal progress reports as needed. Parent meetings to discuss specific student problems are held as needed with the Principal and with a member of the Chinese administration.

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 Team reviewed the Parent/Student Handbook that was made available. It was found to cover all the areas identified in the Inspection Catalogue including student admission, assessment, discipline, supervision and parent appeals. The document appears to be a compilation of several documents, put together by Head Office. As a result, there is some repetition and some minor inconsistencies. The Team were informed that the Handbook is only available in English. The Handbook is not given to all parents or students but is made available on request. The contents are shared with parents at the parent meetings or translations of relevant sections are emailed to parents. Teachers discuss the Handbook requirements with the students and extracts are posted in the classrooms.

The School's website is currently down but is expected to be operational again in the next few weeks. The website would be a good place where handbooks and other relevant information could be shared.



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:

A Teacher Handbook entitled “Sino Bright School Welcome Packet for Teachers” was reviewed and found to be comprehensive. A separate document outlined the School’s teacher evaluation policy and the teacher contracts were extensive and clear.

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 currently offer Distributed Learning courses.

CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Sino Bright School No. 8 for:

- The experience and vision the Principal has brought to the School.
- The strong support from Beijing Yihai #8 School for the B.C. Program and the excellent cooperation between the two administrations and staffs.
- The quality of the course planning documents, with clear and detailed course overviews, unit plans and lesson plans and their relation to learning outcomes, instructional strategies, and assessment practices.
- The amount of time devoted to English language courses in all three grades to better support student language acquisition.
- The variety of English language resources available, including both high interest - low vocabulary books and more difficult reading materials.



Requirements

In order to meet the requirements of the *B.C. Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by February 28, 2017, the Owner/Operator provide the Director of International Education, responsible for B.C. Global Education Program - Offshore Schools, with a plan and timeline for proposed implementation of the following item:

- A plan to ensure that all English language assessments for students entering the B.C. Graduation Program at Sino Bright School No. 8 are always administered by the Principal or a B.C.-certified teacher supervised by the Principal.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Director of International Education that, contingent on responding to the above requirement to the satisfaction of the Director of International Education, the British Columbia Program offered at Sino Bright School No. 8 be recognized as a British Columbia Certified Program.

