

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

BRITISH COLUMBIA INTERNATIONAL SCHOOL - BANGKOK

BANGKOK

THAILAND

November 22-23, 2016

INTRODUCTION

On November 22-23, 2016, a Ministry of Education virtual Certification Inspection was completed on British Columbia International School – Bangkok (BCIS-B) in Bangkok, Thailand, termed the School in this report. The purpose of this virtual 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 co-chairs Ed Noot and Henry Contant.

The School's B.C. Program has an enrolment of 28 students, in Grades 10-12. The B.C. Program is housed within a larger school, which is a private English International Program School that has been in operation for the past 9 years. The larger school enrolls 124 students in K-9, for a total enrolment of 152 students in K-12. The K-9 program is not part of the certified B.C. program.

During the virtual inspection of the School, the Team reviewed all standards required in the *B.C. Global Education Program – Offshore Schools Certification Agreement* and *Operating Manual* and had interviews with the School's Owner/Operator, Offshore School Representative (OSR), B.C. Educational Consultant that works closely with the School's OSR, B.C. Principal, B.C. Vice-Principal, two B.C. teachers, and three high school students, one from each grade in Grades 10-12. The Inspection Team used a digital platform (Zoom) to dialogue with school personnel. Files, certificates, handbooks and policies were reviewed digitally.

The Owner/Operator, Dr. Pakdee Tharnpanya is responsible for the B.C. Program as well as the K-9 English International Program. In addition, the Owner/Operator Tharnpanya Education Group is responsible for the operation of the Tharnpanya School, enrolling over 1200 students



from K-12 as well as the Tharn Institute of Technology, a vocational school offering Diploma level courses for over 2000 students, and the Malachai Institute of Technology which opened in 2013. The Malachai Institute of Technology enrolls about 800 students and focuses on Management and Automotive Technology. Currently the total number of Tharnpanya Education Group students for the 2016-17 academic year is approximately 4150 students.

The B.C. Program's philosophy, objectives and special features include the utilization of the culture and traditions of Thailand, and the B.C. Grade 10-12 Graduation Program of instruction to provide sound preparation for university level scholarship in English.

The Team would like to thank British Columbia International School-Bangkok for its cooperation and thorough preparedness for this Ministry of Education virtual inspection.

The School has satisfactorily addressed requirements contained in the previous inspection report.

Requirement Met Requirement Not Met Not Applicable

Comment:

Requirements from the previous (April 2-3, 2015) inspection report were examined by the Team. The requirements were:

- 1.** *In the current organizational structure of the School, BCIS-B also encompasses a K-9 program, which has not been authorized or certified by the B.C. Ministry of Education. The School must ensure that in all promotional material, literature, websites, as well as recruitment practices, there is clear separation of the two programs and that the B.C. Certified program stands as its own entity.*

The School, promotional materials and website should accurately state that only Grades 10-12 are part of the B.C.-certified program.

- 2.** *The School must update all of their Handbooks (Parent, Student, and Teacher) to accurately reflect the current details of the 2014/15 school year and subsequent years. Furthermore, the School must publish Handbooks that are specific to the B.C. Certified Program and do not encompass other programs offered on the same site.*

The Team reviewed the current 2016-17 Parent, Student and Teacher Handbooks and noted that the Handbooks contained information that pertained to the Grade 8-12 high school program. However, a distinction was made delineating the fact that the B.C. Graduation program only encompasses students in Grades 10-12.

- 3.** *The reporting of student progress to parents be brought into compliance with the B.C. Ministry of Education Reporting Policy.*



The Team reviewed copies of the School's current report card and confirms that it is in compliance with the B.C. Ministry of Education Reporting Policy.

4. *BCIS-B must provide a comprehensive plan on how they will continue to find strategies to ensure student success in English 12.*

The Team noted that some initial steps have been made to ensure student success in English 12, although the School is encouraged to continue making this a priority in the years ahead.

Requirement:

The School, promotional materials and website should accurately state that only Grades 10-12 are part of the B.C.-certified program.

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 Team reviewed the 2016-17 Annual Report that includes a business plan outlining the long term sustainability of the program.

The launch of a new school website which is used in conjunction with social media, using local newspapers and magazines in the marketing of their School, and participating in two educational showcases within the Bangkok region will all have the desired effect of actively promoting their School beyond the current 'word of mouth' advertising.

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 has met 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:

The limitations of a virtual inspection make it difficult to ascertain whether the School continues to meet local building, safety and cafeteria codes and regulations today. Both Inspectors have been on-site previously, and were able to confirm that the facilities were deemed suitable to support the B.C. program at that time. Since no changes have been made to the main building since the 2014-15 inspection; the fact that the B.C. program is now limited to only Grades 10-12; and teachers interviewed also deemed that the physical structure of the School was suitable to deliver the B.C. Program, the Team is satisfied that the facility remains suitable to support the B.C. Program for Grades 10-12.

The Team received pictures of the new regulation sized gymnasium constructed since the last inspection visit, which now stands in front of the main building. Interviews with students confirm that this gymnasium is a welcome and well-used addition to the School. The gymnasium learning space not only enhances the School's PE and extra-curricular program, it provides opportunity for the School to host tournaments and other major events.

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 continues to appoint an experienced Offshore School Representative (OSR) who has served the School since 2012. The OSR meets all the requirements set out in Section 1 of the Agreement. A comprehensive job description was reviewed.

The OSR further supports the School through the competent work of an experienced Educational Consultant, who is also thoroughly knowledgeable of both the B.C. program and B.C. Offshore Schools. She has successfully opened several other B.C. offshore schools around the world and remains an active support for the School.

The OSR also serves on the B.C. Ministry of Education Offshore School Program Advisory Committee and brings his wealth of B.C. Offshore School experience to this role. In short, the OSR and the Educational Consultant remain a helpful support to the B.C. Program.



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 current Principal has more than 30 years of teaching and administrative experience. He holds an degree in Educational Leadership and has served as the School's Principal since September 2015.

The Principal's previous international experience includes serving as Head of School at two international Schools in Africa, as a Principal of a B.C. Offshore School in China, and as an IB Language Teacher and World Language Department Head at an International School in Saudi Arabia. He has also worked for six years at schools with the Canadian Department of National Defense in Germany and Belgium.

His experience within British Columbia includes 18 years with the Coquitlam District as an intermediate teacher and Department Head in various schools of the district. He has served as a School Principal and as a Regional Principal for the province-wide school district serving the francophone population of British Columbia.

Commendation:

The Principal is to be commended for the mentoring role he is providing for the vice Principal, and his commitment to a smooth administrative succession for the following academic year.

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:

In addition to the Principal, the School is supported by an administrative team which includes a Vice-Principal, Administrative Assistant and a Registrar.

The Vice-Principal assists with establishing teaching timetables and student placement, supervision for Professional Development of B.C. certified teachers, management of the general conduct of students, establishing the program of teaching and learning activities, substitute teaching as required, and counselling.

The Administrative Assistant performs clerical duties for the Principal and Vice-Principal, orders and receives resources and equipment, translates documents and conversations at meetings, and assists teachers with needs related to living in a foreign environment.



The Registrar manages admissions and student records and the Accountant manages the financial business of the School.

The School recent switched their student management system from *TESS HARTS* to *Maplewood* allowing the School to extract 1701 forms and TRAX data as required by the Ministry of Education and upload to the School's secure website.

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 Team randomly requested a sampling of student records to examine. The School complied by scanning and sending the complete student files as requested. The files examined contained a required registration form, results of the English language entrance assessment as verified by the Principal, a Permanent Student Record (1704) with student's Personal Education Number (PEN), copies of the last two student report cards listing all B.C. delivered curriculum (including Distributed Learning), and the British Columbia Ministry of Education's personal information consent form.

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. The Team examined a sampling of all administration and teachers files to confirm that they contained all of the required information listed in section 3.6 of the Inspection Catalogue. The Team examined a sampling of teacher evaluations that were completed by the Principal.

The Team was also able to confirm that the School has translated certificates for locally certified teachers of exempted courses.

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:

Two members of the current staff (Vice-Principal and B.C. certified Elementary Dept. Head) attended the B.C. Offshore Schools Professional Development Workshop in Richmond, B.C. the summer of 2016. Implementation of the redesigned curriculum was one of the focuses of the conference and orientation in doing so continues to be the School's focus for staff development over the course of this year.

Commendation:

The administration is to be commended for the plan that is being developed to implement the redesigned B.C. curriculum within the Grade 10-12 Graduation Program.

4.2 The School meets the requirements for English Language Assessment and Acquisition as outlined in Section 4.2 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The School has an English Language Assessment instrument that is used in the admission process. Procedures have been updated to ensure that the Principal or a designated B.C. certified teacher issues the test and determines admission status. The School designates some teacher time for additional ELL support, however, they do not have a specific program of support developed.

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 School meets course credit requirements. The School has a clear graduation plan for each student outlining course options to meet the graduation requirements. The Team verified that exempted courses in Thai language and Music have approval and are utilized appropriately. The School makes use of a single BAA course in Leadership at the Grade 12 level. Evidence indicates that course equivalency and challenge are properly utilized.



4.4 The School meets the course overview / course planning requirements as outlined in Schedule B Part I (d) of the Agreement; namely, that all B.C. Program courses offered in the School meet or exceed the Ministry learning outcomes / learning standards identified in the Educational Program Guides for each course.

Requirement Met Requirement Not Met

Comment:

The School meets planning requirements as outlined in the Agreement. Course overviews continue to be used in the B.C. Program, but discussions are underway to transition to new planning formats. Atlas Rubicon software has been purchased and this curriculum planning tool will be used in the future as elements of the redesigned B.C. education plan are implemented.

The Inspection Catalogue and the previous inspection report indicated that daily physical activity requirements are being met.

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.

Comment:

The School exceeds minimal instructional time requirements with 925 hours of instruction. As indicated in the previous report, additional hours of instruction could be put to effective use in supporting English 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 virtual inspection format gave no opportunity to observe or confirm classroom assessment practice. Discussions with the administrative team highlight assessment as an area of professional focus for the staff at BCIS-B.

Provincial Exam results fall within allowable limits.



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:

Once again, the virtual format of this inspection allowed for a limited review of this area. The previous report, catalogue and limited discussions with teachers indicate no cause for concern in the area of learning resources.

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 has implemented a web-based grade recording system that can be accessed at any time by students and parents. The School issues formal report cards at the end of each of the three terms, and offer parents the opportunity for parent-teacher interviews after each reporting period.

The proposed change to a semester system will require adjustments to the reporting periods and structure.

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 current 2016-17 Parent Student Handbook is written for high school students in Grades 8-12 and their parents.

The Handbook is divided into 4 main sections:

Section I: Mission Statement and Philosophy

Section II: School Staff

Section III: School Organization and Procedures

Section IV: Assessment and Evaluation Course Previews (Grades 10 to 12)

The Handbook has an extensive list of Appendices on such items as the Daily Schedule,



Secondary Courses, Admission Requirements, B.C.IS-B Code of Conduct, Discipline and Consequences, Student Attendance, Health and Safety, Lockers, Lost and Found, School Uniform Policy, Field Trips, Computer/Internet Use Policy, Driving to School, Emergency Procedures, Academic Honesty Policy, Reporting to Parents, Exam Policy, and the School's Annual Calendar.

5.2 The School meets the Teacher Handbook requirements as outlined in Section 5.2 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The Team reviewed the School's updated 2016-17 Teacher Handbook. The Handbook contains detailed information required by teachers to help them understand their unique roles and responsibilities as professional teachers with the B.C. Offshore School Program in Thailand.

The Handbook has 5 sections:

Section I: Mission Statement and School Philosophy

Section II: BCIS-B: A Unique Teaching Environment

Section III: Roles and Responsibilities

Section IV: Assessment and Evaluation

Section V: School Routines and Procedures Admission Requirements, and

A number of Appendices including the High School Time Table, Staff List and Contact Information, Student Accident Report Form, Teacher Evaluation Form, Staff Consent Form, Employee Privacy Policy, Sample Field Trip Permission Letter, Professional Development Application, Leave Application Form, and a Concern Logging Form are part of the Teacher Handbook.

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 uses the Ministry of Education's authorized Distributed Learning (DL) service provider, to provide the following courses:

- Physics 11
- Physics 12
- Calculus 12



- Accounting 11

CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of British Columbia International School – Bangkok (BCIS-B) for:

- The plan that is being developed to implement the redesigned B.C. curriculum within the Grade 10-12 Graduation Program.
- A succession plan that is in place to train the next Principal. The current Principal is providing a vital mentoring role in training the Vice-Principal to become the Principal next year.
- The engaging interaction the Team was able to have with the School’s Leadership Team, B.C. certified teachers and students alike.

Requirement

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:

- The School, promotional materials and website should accurately state that only Grades 10-12 are part of the B.C.-certified program.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Director of International Education that, contingent on responding to the above requirements to the satisfaction of the Director of International Education, the British Columbia Program offered at British Columbia International School – Bangkok be recognized as a British Columbia Certified Program.

