

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADA WEIFANG SECONDARY SCHOOL

WEIFANG, SHANDONG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 26-27, 2020

INTRODUCTION

On October 26-27, 2020, an online certification inspection was completed on Canada Weifang Secondary School (CWSS) in Weifang, Shandong 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 (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 Dr. David Loewen (Chair).

The School's BC program has an enrolment of 60 students, in grades 10-12. The BC program operates on the third and fourth floors of the International Building of the host Chinese school, namely, Weifang No. 1 Middle School. The entire school, which houses the BC program, enrolls over 4, 500 Chinese 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 Owner/Operator, Offshore School Representative (OSR), BC Principal, and all BC teachers. In addition, the Team met with the administrative assistant, the international director, and 6 students from grades 10-12.

The Team also reviewed the inspection survey responses of most BC teachers and the BC Principal.

The Owner/Operator, Mr. John Zhu, is responsible for the BC program through his company, Canadian-Sino Education Exchange Centre (CSEEC). Mr. Zhu operates three other BC-certified



schools in Shandong Province. These include Canada Yantai Secondary School (Yantai), Canada Qingdao Secondary School (Qingdao) and Canada Shandong Secondary School (Tai'an). All the BC-certified schools operate within a larger Chinese host school and offer dual graduation diplomas, the BC Dogwood Diploma and the Chinese High School graduation diploma. This allows the graduates of the BC program to apply to any western university, as well as Chinese universities.

The BC program's philosophy, objectives and special features include providing educational opportunities for all students to experience success, to strive for excellence and to appreciate the value of learning. These opportunities are provided within an environment characterized by caring, respect, cooperation and personal integrity.

The Team would like to thank Canada Weifang Secondary School for its cooperation and preparedness for the virtual inspection visit.

The School has satisfactorily addressed requirements contained in the previous inspection report.			
<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:</p> <p>The previous inspection report of November 28-29, 2019 did not contain any specific requirements. The report contained suggestions/best practices which the School reviewed and reported out on during the September 22, 2020 Ministry of Education inspection follow-up check-in.</p>			

BUSINESS PLAN 1.0

The Owner/Operator has submitted a business plan to the BC Ministry of Education, confirming the sustainability of the program.		
<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 submitted a business plan as part of the 2020 Annual Report. The business plan provides enrolment data for the BC program, data regarding which post-secondary institutions the 2019/2020 graduates transitioned to, as well as the relationship between the host school, Weifang No. 1 Middle School, and the BC program. The business plan also provides information regarding the BC program marketing strategies and the reason for the significant staff turnover from 2018/2019 to 2019/2020.</p> <p>The Team confirmed the information within the business plan.</p>		



The BC program has been operating at CWSS since 2009 and was the first BC-certified school opened by the Owner/Operator within Shandong Province. As the BC program has been in successful operation for longer than three years, the Owner/Operator is no longer required to provide audited financial statements of the previous year's operation to the Ministry of Education.

The Team discussed the marketing plan for the School as enrolment has declined significantly in the last five years and plateaued in the last two years. The School significantly increased its marketing this past spring and the Chinese staff collaborated with the BC principal to conduct a series of open houses, increase advertisements on WeChat, international websites, and local TV and newspapers, and send staff to various feeder schools to introduce the BC program. The OSR noted that the current Principal, new to the School, has a reputation for growing school enrolment in CSEEC schools.

While enrolment is now at 60 students, the School does have the capacity to grow to 200 students within the current facility.

Commendation:

The School is commended for its increased focus on marketing and growing the BC program which has enabled it to see marginal growth even in the midst of the pandemic which created a pattern of decline in other offshore schools during this past year.

The School is also commended for strategically placing a principal at the Weifang campus who has a reputation for growing enrolment in the CSEEC system.

INSPECTION CATALOGUE 2.0

2.02 The Owner/Operator meets all requirements as set forth in the BC Global Education Program Offshore Schools Certification Agreement (the Agreement).

Requirement
Met

Requirement
Partially Met

Requirement
Not Met

Comment:

The Owner/Operator fully meets all roles and responsibilities as described in section 5 of the Agreement. The Owner/Operator is very supportive and remains actively involved in helping foster its success. There appears to be a good working relationship between the Owner/Operator, the OSR and the Principal.



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.

Requirement
Met

Requirement
Partially Met

Requirement
Not Met

Comment:

The Team confirmed that the Owner/Operator (CSEEC) has written approval on file from the Shandong Weifang Bureau of Education that grants approval to CSEEC to operate a school within Weifang No. 1 Middle School as outlined in Section 5.03 of the Certification 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.

Requirement
Met

Requirement
Partially Met

Requirement
Not Met

Comment:

Based on conversations with the Principal and the OSR, the Team learned that the School has ample facilities for its purposes including the facilities it shares with the host school. The Team reviewed translated copies of building and cafeteria inspections. All reports indicate that the School is in compliance with local regulations and authorities and all inspections are up to date.

The Team also reviewed the emergency plans and protocols and observed that they outline actions to be taken in the case of an emergency that would cause unplanned temporary or permanent closure of the school. These plans were developed by the OSR.

The Team observed documented evidence or regularly scheduled fire and earthquake drills. The School has implemented the appropriate health and safety protocols in order to provide a safe learning environment for students in the midst of the COVID-19 pandemic. These plans have been incorporated into the School's emergency plans.

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 OSR has extensive experience in his role and has worked together with the owner since 2009. The OSR is aware of his obligation to report critical information relating to changes in



operation of the School or ownership structure that could significantly impact the School's operations.

The Team reviewed the OSR's job description and the duties and responsibilities noted therein. The OSR functions as the liaison between the Owner/Operator and the Ministry of Education. This includes having the ability to legally represent the Owner/Operator in dealing with the Ministry of Education.

The Team noted that due to turnover in the Principal roles in the CSEEC system, the role of superintendent has been temporarily put on hold.

The OSR is aware of his responsibility to report in a timely fashion, any critical information relating to any significant changes in the operation of the School and/or ownership that could significantly impact the School's closure.

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 of leadership at CWSS. He is an experienced educational leader with a strong history of previous experience in the CSEEC system. Prior to serving with CSEEC he held leadership positions in Nunavut, Canada as well as a variety of prior teaching positions. He fulfills the requirements as outlined in section 3.2 of the Annual Report. The Principal's job description is comprehensive, outlining all elements required in the Agreement. He is supported by the BC program secretary.

The Team also noted that the Principal has a significant teaching load due to the current low enrolment but feels his current administrative time allotment is sufficient for the responsibilities he is expected to fulfill.

Commendation:

The Team commends the Principal for working hard to foster a positive school culture in the context of all teachers being new to the School this year and one teacher conducting classes virtually from out of the country due to COVID-19 travel restrictions.



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 Team observed that the School employs a number of employees to provide various levels of administrative, cleaning and security support to operate the School.

The administrative support staff include:

- Weifang No. 1 Middle School (WMS) principal
- WMS vice principal of the international department
- Medical staff (doctors and nurses) that operate a medical clinic for WMS and BC program students

The WMS International Director acts as a liaison with the Chinese program teachers and the parents; and provides academic advising for students regarding their university options and goals. He also works with the BC program teachers to recruit students from the feeder schools.

There are two secretary roles dedicated to the BC program to support the Principal and teachers in their work. Currently both of those roles are being filled by one person who also works closely with the WMS International Director and formally acts as a liaison between the BC program and the Chinese program staff at WMS. And finally, the School has the potential to re-establish the role of vice principal and is currently in discussions regarding the timing and suitability of that role.

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 sample student record files and confirmed that each student has a Permanent Student Record (PSR) card showing the Personal Education Number (PEN), school and attendance record and historical achievement by grade/year. The file also contained the student's report cards and English language assessment, as well as Chinese policies and letters.

The Team was able to confirm that the student and parent consent forms have been updated for the 2020/21 school year.



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, the OSR, the Owner/Operator, and the Principal discussed the various teacher recruitment and retention strategies of the School, including various job marketing websites, the use of professional recruiters, and ensuring the teaching contracts are competitive with other offshore school programs. It was noted that during the COVID-19-impacted summer the School offered free housing to BC program staff and a cash reimbursement for the flight they could not take home due to travel restrictions.

The Team received a Certificate Verification Response File from the Teacher Certification Branch (TCB) dated September 10, 2020. In addition, the Team was able to examine approved Letter of Exemptions from the Ministry dated September 4, 2020 and October 13, 2020 for those teachers who are permitted to teach while their teaching certificate application is in process. The Team reminded the OSR and Principal that these exemptions expire on January 28, 2021.

It was noted that one of the teachers has yet to be able to gain entrance to China and is therefore teaching remotely from the Philippines with in-person support from the Principal. It is hoped, based on recent changes to Chinese border regulations under the COVID-19 protocols, that this teacher will be onsite within four weeks.

The Team confirms that all authorized persons under the Agreement possess valid and current certification under the Ministry of Education.

The Team also observed that all locally certified teachers possessed valid and current local certification. The Team also observed that all locally certified teachers and teachers' assistants have obtained a valid criminal record check (CRC).

Commendation:

The Team commends the Owner/Operator for providing free housing for all BC program teachers and a cash payment in lieu of their unusable free flight home during the COVID-19-impacted summer of 2020.



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 grades 10, 11 and 12 appeared through review of course outlines, unit plans, lesson plans and conversations with the teachers. Big ideas, core competencies and curriculum competencies are addressed in the planning documents of all courses. Planning documents, student work samples and assessments indicate that core competencies are an intentional and ongoing part of the student's learning. First Peoples' curricular content was evident in course overviews and lesson plans. Holistic learning, recognizing the consequences of one's actions, learning involving patience and time, and learning that requires exploration of one's identity were all addressed as the students carried out a series of subject related activities. The teachers indicated that the principal has been an excellent support as they have adapted to BC's curriculum.

Commendation:

The staff is to be commended for the enthusiasm that is displayed toward accepting and applying the pedagogical foundations of the BC curriculum.

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 vocabulary, grammar, reading comprehension, writing, and an oral interview component. The Principal conducts the interviews and makes the decisions regarding admission. The entry level for students applying has increased over the last couple of years resulting in fewer successful candidates.

The campus has moved to an English-only environment with rewards built into the program. Physical Education 10 is taught by a BC-certified teacher giving the students an increased opportunity to hear and practice English beyond the classroom. Media Design 10 was added to the grade 10 course load to offer a different opportunity for oral language experiences. English is taught on a linear model at grade 10. Each grade 12 student is required to teach a lesson of interest to grade 10 and 11 students as part of their Career Life Education course. The small class sizes enable teachers time to individualize support for English language



acquisition as needed. Teachers engage students outside the classroom through extracurricular activities occurring Wednesday afternoons.

Commendation:

The Team commends the School for increased and creative efforts to have student's language acquisition the main focus for all staff.

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 meets the course credit requirements. There are no students from other jurisdictions or distance learning courses that require course equivalency.

The BAA course offered at the School is ESL 10 and has Ministry approval. Mandarin 10, 11 and 12 are taught by locally certified teachers.

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:

Planning documents meet the learning outcomes/standards identified in the BC Ministry of Education Program Guides. Each course has an overview and unit plans that include content, teaching strategies, assessment and evaluation methods that are linked to the BC learning standards. The Team found planning documents to be thoughtfully prepared and focussed on student engagement. A number of the planning documents broke down the Know, Understand and Do model for teaching the subject competencies.



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 school exceeds the required instructional hours. There are 193 days in session with 4.5 hours per day for a total of 868.5 hours of instruction. The School operates on a combined semester/linear timetable that provides for year-long English classes in grade 10.

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 teaching staff indicated that assessment methods are discussed during weekly staff meetings. The small staff and collaborative mindset allow for refinements to the best practices to be made quickly and easily. Formative assessments are collaboratively developed by the staff as they meet weekly to discuss assessment.

Course unit plans and samples of student work indicate appropriate use of student self-assessment and self-reflection. There is clear evidence of peer evaluations, peer teaching, student reflection and self-evaluation being used as part of the assessment process in all classes.

The Principal monitors any provincial assessments. The security software is installed on the computers used and a computer technician is readily available to solve technical issues during exam periods. Provincial assessments were not written last June due to the pandemic so they could not be reviewed.



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 ICenter housing a pod of computers, a varied collection of print fiction, non-fiction titles and class sets of novels. Students have access to independent reading material during evening study time. There is a plan to increase the number of high interest/ low vocabulary books by 100 to 150 titles this year. Classes use the ICenter for research, book talks and writer's workshops. There is also a section set aside for a Maker Space and science projects.

Each classroom is equipped with a smartboard, a computer and internet access. There is a computer lab with 40 computers which is used for writing, research and IT.

The host school has a policy of no personal laptops or phones allowed during school time. Special permission for use is granted to the grade 12 students and occasionally to the grade 11 students.

The internet bandwidth is sufficient to meet the student's needs and the School has deemed that the technology resources are sufficient for the next several years.

The staff has indicated that the current stock of textbooks and workbooks are sufficient to support their courses. Teachers use the internet extensively to supplement their teaching and resource material.

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 TESS student information system. The Team noted that report cards meet the Ministry requirements. The content of a sampling of report card comments was reviewed. The Team noted the anecdotal comments should be more meaningful, more prescriptive, and more specific in terms of what a student is able to do and in what areas they need to improve. Teachers communicate with parents through the admin assistant, WeChat, and Schoology. Parent/student/teacher conferences occur at the end of each of the four terms.



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 School's updated 2020/2021 parent/student handbook. It contains appropriate information for students and their parents on such topics as CWSS code of conduct, classroom rules, expected student behaviours and discipline, computer/internet use policy, CWSS staff, home and school communication, academic program, textbook distribution, extra-curricular activities, admission requirements and procedures, tuition costs and refund policy, assessment and reporting to parents, grades and grade definitions, academic advising, appeals procedure, attendance, office hours/check-in, emergency/evacuation drills, and lost and found.

The handbook has also been translated into Mandarin. It is relevant, informative and helpful for parents and students alike.

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 School's updated 2020/2021 staff handbook. It contains detailed information required by teachers to help them understand their unique role and responsibilities as professional teachers with the BC offshore school program in China.

Topics covered within the handbook include such items as:

- Mission statement and School Philosophy
- Orientation to China
- Professional responsibilities
- School organization
- Assessment and Evaluation of Students
- School Routines

The handbook is clear, extensive and informative.

The School also has clear policies and protocols in place for the evaluation of BC-certified teachers and administrators as required under section 9.14(a) of the Agreement.



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.			
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
Comment: The School does not offer distributed learning courses.			

CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal, staff and Offshore School Representative of Canada Weifang Secondary School for:

- the increased focus on marketing and growing the BC program which has enabled it to see marginal growth even in the midst of the pandemic which created a pattern of decline in other Offshore schools during this past year.
- strategically placing a principal at the Weifang campus who has a reputation for growing enrolment in the CSEEC system.
- providing free housing for all BC program teachers and a cash payment in lieu of their unusable free flight home during the COVID-19 impacted summer of 2020.
- the enthusiasm that is displayed toward accepting and applying the pedagogical foundations of the BC curriculum.
- the increased and creative efforts to have student's language acquisition the main focus for all staff.
- working hard to foster a positive school culture in the context of all teachers being new to the School this year and one teacher conducting classes virtually from out of the country due to COVID-19 travel restrictions.

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 Canada Weifang Secondary School continues to be recognized as a British Columbia-certified school.

