

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADA ZIBO NO. 11 SECONDARY SCHOOL

ZIBO, SHANDONG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 18-19, 2015

INTRODUCTION

On November 18-19, 2015 a Certification Inspection was completed on Canada Zibo No. 11 Secondary School in Zibo, Shandong Province, People's Republic of China, termed 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 Director of International Education (the Director), British Columbia Ministry of Education (MoE) in accordance with the *BC Global Education Program – Offshore Schools Certification Agreement (the Agreement)*, consisted of Dr. Terence Sullivan and Mr. Ron Wallsmith. Dr. Sullivan served as the Chair of the Team.

The School's BC Program has an enrolment of 130 students, in Grade 10 (51), Grade 11 (50) and Grade 12 (29). The BC Program is hosted by the Zibo #11 Middle School and has been allotted space on four floors in a large building on a spacious campus. The entire School, which houses the BC Program, enrolls 4000 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 Program Consultant (OPC), BC Principal, BC Teachers, a number of support staff, the Chinese Principal of the host school, the Vice Principal of the host school responsible for liaison with the BC program, the Director and Assistant Director of International Education of the host school and the Executive Educational Inspector of the Zibo Education Bureau.

The Owner/Operator, KEZHI International Consulting Company (KEZHI), is responsible for the BC Program. The Owner/Operator has a number of other BC Offshore Schools as well as a number of offshore schools in another province and has recently opened an independent school in Vancouver.



The BC Program's philosophy, objectives and special features include:

an open communication process whereby students, parents, staff and administration representatives work collaboratively to enhance the quality of education provided. As part of its mission statement it is indicated that CZSS values communication, holistic learning and inter-cultural awareness and desires to have students become global citizens.

The Team would like to thank Canada Zibo No. 11 Secondary School 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

Comment:

The previous inspection report dated November 6 -7, 2014 included a requirement that the school is required to develop a written plan to improve student performance in English courses and raise the average Provincial Exam mark in order to narrow the gap between the average school course mark and the average provincial exam mark.

In response to that requirement the school has developed a comprehensive written plan which was reviewed by the team and meets the requirement contained in the previous inspection report. However, the new administration and staff in consultation with the new Offshore Program Consultant will be taking steps to further refine the plan.

OWNERSHIP AND AGREEMENTS / BUILDING AND SAFETY COMPLIANCE 2.0

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

Requirement Met Requirement Not Met

Comment:

The school occupies space in an existing building which is spread over three floors. The space consists of a large assembly room on the third floor, four classrooms, a staffroom, an activity room, a library, a principal's office, a vice principals office, a book room and washrooms on the fourth floor and on the fifth floor are four classrooms and an additional three more classrooms for homerooms for each grade level. The space is suitable for the existing enrolment and there is ample room for increased enrolment in the future.



2.1 (v) The Owner/Operator has completed and filed the Business Plan section with the BC Ministry of Education, confirming the sustainability of the Program.

Requirement Met Requirement Not Met

Comment:

The Owner/Operator has completed and filed a Business Plan with the Ministry of Education. The Owner/Operator has ensured that ample space and access to technology has been provided to maintain the sustainability of the program. However, the complete turnover of staff from last year will make communication and consistency of support more challenging.

2.2 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 Not Met

Comment:

The school provided the team with authorizations from local government authorities including a Seismic Safety Evaluation, a Cafeteria Sanitary License and a Fire Inspection Report. The school also provided a written authorization Letter of Declaration from 2009, between Zibo City Bureau of Education and Zibo No. 11 Middle School to operate the program. The team also met with the local authority from the Zibo Municipal Education Bureau.

The facilities are suitable to operate the program.

ADMINISTRATION 3.0

3.2 Offshore Program Consultant (OPC) - The Owner/Operator may appoint an individual to act as Offshore Program Consultant. 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 Mr. Adrian Conradi of Kamloops as the Offshore Program Consultant. Mr. Conradi is also new to the school and remained at the school and supported the team throughout the inspection and meets all the requirements referenced in section 14.00 of the Certification Agreement.



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 several years of experience as a teacher and administrator in BC Independent schools. He was present and active throughout the inspection, was supportive of the inspection process and made a number of valuable and supportive contributions to the work of the inspection team. The principal meets all of the requirements outlined in section 3.3 of the Inspection Catalogue.

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 school has in place a principal, a vice principal, 1 FTE secretarial position, two .5 administrative assistants and one part time library resource and ESL support person. In addition, the school has received extensive administrative support through the Director and Assistant Director of International Education from the host school and the Vice Principal from the host school responsible for liaison with the BC Program.

The school uses the TESS by Windsor Harts for electronic transfer of data to the Ministry.

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:

A random sample of student records was examined including ten records from each grade level for a total of thirty student records. All records examined included the required registration form, the English Language Assessment, the PSR Record, copies of the two most recent academic reports and a personal consent form. All records examined meet the requirements as outlined in Section 3.5 of the Inspection Catalogue.

Commendations:

The student records were complete, well organized and thorough which helped to facilitate the inspection process.



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 school experienced a complete turnover of staff this year including a new principal and vice principal, all teaching staff as well as the school secretary and the Offshore Program Consultant. All teacher personnel files were examined in the context of the requirements of section 3.6 of the inspection catalogue.

There are four teachers on staff who have not yet received their Certificate of Qualification from the Teacher Regulation Branch. All four teachers have applications in process with the TRB and all have been given an exemption until January 2016 to complete the process. Otherwise all teacher files meet the requirements of Section 3.6 of the Inspection Catalogue

EDUCATIONAL PROGRAM 4.0

4.1 The School meets the requirements for English Language Assessment and Acquisition as outlined in Section 4.1 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

Students who apply to Canada Zibo Secondary School take the Kezhi English Language Assessment exam prior to the summer vacation. The BC teachers and Principal administer and mark this exam. The exam has a reading, writing, speaking and listening component. To enter CZSS prospective students must score higher than 50% on this exam. The school holds a second entrance exam in early September for students who were recruited over the summer. Borderline students may also be reassessed at this time.

As part of their plan to support new English learners, students take English every day for the entire school year. Grade 10 students take a BAA ESL 10 course and English 10 on alternating days while in Grades 11 and 12 students take Communications and English on alternating days. Teachers of those courses meet with each other on a regular basis to discuss a plan to coordinate those courses. Grade 10 students also take a mandatory non-credit ESL course from a non-certified teacher in the late afternoon following their regular classes. Grade 11 and 12 students can also get extra non-credit ESL assistance from this same teacher outside the timetable.

Grade 10 students are also taking Drama 10 on alternating days throughout the year which provides students with another opportunity to use their English. Gr. 10 students also receive



English support from a Chinese English teacher during their Chinese class time.

Commendations:

The Team would like to recognize the efforts of the staff at CZSS to plan a timetable that offers double English courses, as well as Drama 10 and non-credit ESL, to increase student exposure to the English language.

4.2 The School meets the Course Credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in Section 4.2 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The Team confirms that the school meets the course credit requirements for equivalency, exemptions and BAA courses. All Grade 10 students take a BAA ESL 10 course alternating throughout the year with English 10. The school has received an exemption for Mandarin 10, 11 and 12 as well as PE 10. These courses are taught by a certified teacher from the host school. Course overviews for these courses are in alignment with the BC requirements.

4.3 The School meets the Course Overview requirements as outlined in Schedule B Part I (d) of the Agreement; namely, that all BC Program courses offered in the School meet or exceed the learning outcomes identified in the Educational Program Guides for each course, with a course overview for each course that includes content, teaching strategies, evaluation and assessment methods which are clearly linked to the BC learning outcomes.

Requirement Met Requirement Not Met

Comment:

The Team reviewed course overviews for each course being taught at the time of the visit. All course overviews included content, teaching strategies, methods of assessment and links to prescribed learning outcomes. The course overviews also demonstrated long term and short term plans which could then be related to teachers daily lesson plans. Visits to the classrooms confirmed that course overviews were being implemented.

Commendations:

The staff at CZSS are to be commended for their detailed course overviews.



4.4 The School meets the Instructional Time Allotments requirements as outlined in Section 4.4 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 confirms that the school meets the Instructional Time Allotment requirements for the BC Graduation Program. Daily Physical Activity is monitored by Chinese staff and overseen by the BC Principal and the Assistant Director from the home school. As the entire staff is new it was suggested by the Team that staff have regular discussions to ensure that instructional strategies that support English Language acquisition are covered. Pro D activities occur at regular staff meetings with English Language acquisition strategies as a focus. As some staff have had previous experience in Asia and other foreign countries it is hoped that they will support newer teachers as they begin their careers in China.

4.5 The School meets the Assessment Methods requirements as outlined in Section 4.5 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

Through classrooms visits, review of course overviews and observation of student work the Team confirms that CZSS staff use formative and summative assessment. The rubrics used by the English teachers especially indicate knowledge and use of the BC Performance Standards. All students write the Provincial Exams applicable to their grade and they are appropriately supervised, invigilated and marked by BC certified staff. Staff make use of previous exams to prepare students for the process and potential design of the exams they will be writing.

In last year's report the School was required to write a plan to improve student performance in English courses and raise the average provincial exam mark to diminish the gap between the average provincial exam mark and school course mark. However once again the differential between the provincial exam mark and school course mark was above the accepted level. In English 10 that differential was 26% (CM 75/EM 49%) and in English 12 the differential was 33% (CM 64/EM 30). Students did not write Communications 12. In discussions with the staff and administration the Team directed them to review and revise the written plan from last year to address this situation. The school has already begun addressing this by having all students take, in essence, two English courses per year.

Requirements:

The school is to review and revise their written long term plan to improve student performance in English courses and raise the average provincial exam mark in order to



narrow the gap between the average course mark and the average provincial exam mark.

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

Requirement Met Requirement Not Met

Comment:

The Team confirms that CZSS has adequate textbook resources to support the BC curriculum. All Science classes have total access to the Science labs and lab assistants set up labs for the teachers with prior notice. An office assistant accompanies classes to the labs to unlock the doors. The labs are well equipped for the CZSS Science curriculum. The School also has access to two computer labs with approximately 40 computers in each. Teachers may bring their classes to the computer labs at any time. BC provincial exams will be written in these labs and BC staff will supervise and invigilate these exams.

An area of concern, however, is the CZSS library. This is the first year they have had a room set aside for the library. In the library there are a number of English novels and other print materials, however there is only one computer with internet access. There needs to be a clear plan for further development of this space. Teachers are also in need of a high speed photocopier machine for their use for class preparation. At this time materials need to be sent to the school's copy room with ample prior notice.

Requirements:

The school is required to develop a three year written plan to develop the school library. Part of that plan must include a strategy to bring technology into the library to allow students to do research in their areas of interest.

4.7 The School meets the Student Progress Report requirements as outlined in Section 4.7 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The Team confirms that CZSS meets the Student Progress Report requirements. Students receive report cards four times per year. All subjects are reported upon with letter grades, percentages, work habits and attendance. Comments are in English and Mandarin. Daily Physical Activity is also recorded. Following the first and third report cards Student/Parent/Teacher conferences are held. Interim report cards are sent home to parents as needed or requested. Teachers or parents may request a meeting at any time through the Chinese homeroom teachers.



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 school has put together an attractive and comprehensive Parent/Student Handbook which contains policies on assessment, admissions, student discipline and appeals. The handbook is written in both English and Mandarin. The school has also developed a policy on dispute resolution.

Commendations:

Given the complete change in staff and administration this year the school is to be commended for the high level of preparedness for the inspection.

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 Teacher Handbook for the school is current and contains comprehensive policies on Teacher Evaluation and Administrator Evaluation. The school also has a Dispute Resolution Policy in place.

The school meets the requirements outlined in section 5.2 of the Inspection Catalogue.

Appendix 5 The School meets the Distributed Learning requirements as outlined in Section 18 of The Agreement and Appendix 5 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

There is presently one student taking an elective through Distance Learning. That student is taking Biology 11. The student was interviewed at the school and the Teacher providing the course from British Columbia was also interviewed and course overviews were examined. The teams confirms that the Owner/Operator is contracting with the Approved Distributed Learning Service Provider which is the Global Education, School District 73 Business Company. Both the teacher and the student expressed satisfaction with the progress and quality of the course.



CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Canada Zibo No. 11 Secondary School for:

- The efforts of the staff at CZSS to plan a timetable that offers double English courses, as well as Drama 10 and non-credit ESL, to increase student exposure to the English language.
- The staff at CZSS are to be commended for their detailed course overviews.
- The student records were complete, well organized and thorough which helped to facilitate the inspection process.
- Given the complete change in staff and administration this year the school is to be commended for bringing the Parent/Student Handbook up to date and making it current.
- Given the complete change in staff and administration the school is to be commended for the high level of preparedness for the inspection.

Requirements

In order to meet the requirements of the *BC Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by January 31, 2016, the Owner/Operator provide the Director of International Education, responsible for BC Global Education Program - Offshore Schools, with a plan and timeline for proposed implementation of the following items:

- The school is to review and revise their written long term plan to improve student performance in English courses and raise the average provincial exam mark in order to narrow the gap between the average course mark and the average provincial exam mark.
- The school is required to develop a three year written plan to develop the school library. Part of that plan must include a strategy to bring technology into the library to allow students to do research in their areas of interest.

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 Canada Zibo No. 11 Secondary School be recognized as a British Columbia Certified Program.

