

# Certification Inspection Report

## BRITISH COLUMBIA PROGRAM

*at*

CANADA CHANGCHUN SHIYI SECONDARY SCHOOL

CHANGCHUN, JILIN PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 26-27, 2015

### INTRODUCTION

On October 26 and 27, 2015, a Certification Inspection was completed on Canada Changchun Shiyi Secondary School (CCSSS) in Changchun, Jilin 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 Ms. Cathy Lowenstein (Chairperson) and Mr. Shawn Chisholm.

The School's BC Program has an enrolment of 104 students, in Grades 10, 11 and 12. There are three additional students who are not formally enrolled in the BC program but are auditing the program with the desire to be formally admitted should they meet the entrance requirements. The Canada Changchun Shiyi Secondary School is housed within the Changchun Secondary School (CSS). 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, Chinese Principal, Chinese International Director, and Chinese support staff.

The Owner/Operator, Mr. Sunny Bai/Beijing Kezhi Times International Consulting Co. Ltd. (BKTICCL) is responsible for the BC Program. Under similar agreements, BKTICCL operates five other BC programs in various centres throughout China as well as an alternate Post Secondary Institution, which supports students in their process of gaining admission and travel visas to study abroad.



The BC Program’s philosophy, objectives and special features include the blending of a Western educational model with the culturally rich and disciplined traditional Chinese educational model. The aim is to create a diverse, dynamic, and engaging learning environment where students feel safe, supported, and empowered to fully develop their abilities, interests and creative talent.

- The School’s *mission* is to prepare students for success in a rapidly changing world by providing a supportive working environment that recognizes and respects individual differences, encourages students to challenge personal limits and promotes excellence.
- The School’s *mandate* is to provide high quality international educations to Chinese and international students within the context of the international department of an established public Chinese high school. The school provides a way for students to earn the internationally recognized BC Dogwood Diploma upon successful graduation from the program, and to enter post-secondary education programs within a wide variety of western institutions.
- The School’s *objectives* are to fulfill its stated mission and mandate of providing quality education to its students in order to enable them to fulfill their education goals. Within this context, the School endeavours to create an inclusive and supportive learning environment, which encourages students to think critically express their ideas and opinions openly.

The Team would like to thank Canada Changchun Shiyi Secondary School (CCSSS) 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 March 2015 report listed three requirements:

- Final reports for the last two years must be in each students file,
- PE 11 must be put back into the Schools management system so that current transcripts show the mark,
- DPA must be added to report cards with (requirement met) for the final year end report card,

The inspection team noted with appreciation the schools timely response to the items listed in the March, 2014 Certification Inspection Report and confirms the requirements above have been met.



## 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 Owner/Operator meets all requirements set forth in *the Agreement* and the Team verified all items noted in section 2.1 of the Inspection Catalogue.

The Team viewed the Letter of Declaration between Jilin Department of Education permitting CCSSS to operate within its premise as a BC Educational program.

The Team met with the Chinese school leadership and noted a clear understanding and strong support for the BC program.

The School has a twinning relationship with Lowell High School - Vancouver, BC. Lowell High School is a new independent high school program in Vancouver, BC, which will provide opportunity for Kezhi students to take a semester or year of their studies in the on-shore context.

### 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 meets all of the requirements outlined in *the Agreement*. The Team reviewed the signed certification agreement between the Owner/Operator and the Ministry of Education (MoE).

The School has a comprehensive business plan, which confirms the sustainability of the program.

Discussions with the Principal and OPC indicated that the School is committed to supporting the BC Global Education program and moving the school forward in a productive and thoughtful way despite some of the challenges of the school locale and difficult recruitment of faculty.



**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 BC School is housed within CSS, an authorized public high school, which enrolls over 4000 students. The main BC program is on the 5<sup>th</sup> floor of the administrative building.

The Team conducted a campus tour to view buildings, athletic facilities, playing fields, science labs and other spaces used by the BC program. However, there is limited access to the larger facility due to a shortage of space to accommodate both schools. In the coming year, the BC program will have increased access to the two new science labs that will be built at the main school campus.

The Team reviewed all documents pertaining to municipal codes and regulations and found all to be in order.

**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 an Offshore Program Consultant (OPC) confirmed by the Province who assists with the management and operation of the School. The team viewed his detailed job description which was included with the inspection documents and confirmed that the OPC is meeting all of the requirements set out in Section 14 of *the Agreement*.

The OPC has exercised his administrative authority in guiding the school through the development of school policies, procedures and teaching contracts.

**Commendations:**

The OPC has been diligent in his efforts to secure appropriate staff recruitment amidst some challenges with the hiring of staff for the 2015/16 school year.



### 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 many years of experience in educational leadership both in Vancouver and off shore and holds a one -year contract at CCSSS. He has been duly appointed and meets the requirements as outlined in *the Agreement*. The Principal's duties are outlined in his contract and in a comprehensive job description that reflects all of the requirements listed in Part III of Schedule B to the Agreement.

As stated in the last report (2014/15) the school struggles with stability and sustainability of staff. As such, the School is operating with one less teacher than necessary. This situation has made it imperative for the Principal to assume full time teaching duties. The Team met with both the Principal and OPC, regarding the current realities of the staffing shortage. A strong suggestion was made that the Principal must have time to carry out the responsibilities in his job description and that another teacher must be hired as soon as possible to assume teaching responsibilities at 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 School is in the process of addressing the concern regarding adequate administrative support. The OPC is working to recruit an additional teacher in the coming weeks. The Team commends the school for the strong support for the BC program by the Director and Assistant of International Education. The Superintendent of Operations for the Kezhi network of schools further supports the School.

**Commendations:**

There is strong support for the BC program by the Director and Assistant of International Education. The School is further supported by the Superintendent of Operations for the Kezhi network of schools. His role is to support the operations and development of the school.



**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:**

Student files were examined and found to be complete as outlined in Section 3.5 of the Inspection Catalogue. Student records are stored in locked filing cabinets in the Principal's office.

The school uses the Windsor TESS software, which is approved software for the electronic transfer of data to the Ministry.

**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:**

Only authorized persons plan, evaluate and provide instruction to students and report out on student progress.

All teacher files are securely stored and were found to be complete in all respects including TRB certificates, and contracts.

The Team had a discussion with the Principal regarding the calendar for professional development. He confirmed that up to three professional development days have been planned for this school year, which will focus on assessment and differentiated learning. These sessions will be hosted on a webinar, available to all teachers at CCSSS. The Team recommended ongoing professional development for all staff to provide strategies to support the diverse range of learners in their classes.

**The Team confirms that all Authorized Persons under The Agreement possess valid and current certification under the BC Teacher Regulation Branch.**



## 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:**

All prospective CCSSS students are required to take a written and oral English proficiency entrance assessment. During a review of student files, the Team observed that this year's assessments are contained in the students' files.

The School plans a reflective review of their English proficiency-testing instrument and will re-assess the grade 10 students' English proficiency mid-year to determine if there has been growth in their English proficiency over the first term.

The BC principal and a designated teacher assess the written English proficiency tests and conduct the oral interviews. Students are accepted if they achieve 50 % or better on these tests with some consideration given to students that score below this benchmark.

### 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 confirmed that CCSSS meets the course credit requirements for exempted courses and the ESL 10 BAA course. Further follow up with the School OPC allowed the Team to confirm the School meets the requirement for course challenge and equivalency.

All grade 10 students are enrolled in ESL 10 and the School offers Mandarin 12 and Chinese History 11 as exempted courses. The exemption for PE 10 and 11 is no longer required as BC certified teachers are presently teaching these courses.



**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 Evaluation Team reviewed all BC course overviews and determined that they meet the outcomes identified in the Educational Program Guides. The course overviews contain course content, time allotments, teaching strategies, curriculum linkages and assessment activities.

The Team also reviewed course unit plans and teacher day plans which did not consistently align with the long-range plans.

**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 confirmed that CCSSS exceeds the instructional hour requirement as outlined in the Inspection Catalogue for Offshore Schools.

Due to the unforeseen and untimely loss of a full-time teacher from the 2015 – 2016 staff roster, teaching assignments and class schedules required change and resulted in larger than planned class sizes. Once the School leadership has resolved the staffing issues, class sizes should return to their intended level.

With the hiring of a BC certified PE teacher, Physical Education 11 is now offered as a full year BC credit course and, therefore, all grade 10 and 11 students exceed the weekly DPA time requirements. The School also schedules two, 80 minute Physical Activity sessions per week for their Grade 12 students to ensure they meet their DPA requirement.



#### 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:

A review of student assessment records revealed the consistent use of formative and summative assessment practices in all courses except PE 10 and 11. The Team also witnessed the use of the BC Performance Standards to assess student achievement in English.

The Team confirmed that last year's grade 10 students have yet to write their English 10 Provincial exam. A review of 2014 -2015 school grades and Provincial exam results confirmed that CCSSS students' School grades closely align with their Provincial Exam results.

##### Commendations:

The Inspection Team noted the CCSSS teachers for their attention to authentic and consistent assessment of student achievement.

#### 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 CCSSS Library is stocked with a collection of mainly non-fiction reading material. The International Program secretary provides oversight for the Library program. The School plans to initiate the DEAR (Drop Everything And Read) program this school year, which will require more high interest titles to support this program.

The Team observed two PC computer labs with 30 terminals in each lab. A Smart Board is located in one of the computer labs and is used to support the Science programs through virtual labs, as Science lab facilities at the main campus are not available.

Each CCSSS classroom has at least one computer with access to a digital projector.

The School has sufficient, up to date course textbooks and student workbooks that support the BC curriculum.



**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:**

Student files contain report cards that include course names, credit hours, letter grades, percentages and attendance.

CCSSS provides four formal report cards (two in each semester) and student/parent/teacher interviews are scheduled after each mid-semester report.

The School staff also communicates with parents online via WeChat.

**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 Parent/Student Handbook has been updated for the 2015/16 School Year.

All required policies and procedures are outlined and properly documented.

The Team would encourage the School to ensure that their website is in English as well as Mandarin and that their promotional materials have English content.

**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 School has a very comprehensive Teacher Handbook, which is updated annually. Policies and procedures pertaining to relevant areas of employment, school operations as well as matters relating to student learning and safety are included.



**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:**

CCSSS does not presently have any students enrolled in DL courses but is considering enrolling students in Calculus 12 and/or Physics 12 in the second semester. If CCSSS students do pursue DL credit, the School will as it has done in the past, contract with an approved DL service provider.

## CONCLUSION

### Commendations

**The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Canada Changchun Shiyi Secondary School (CCSSS) for:**

- The school's timely attention to the requirements from the last report,
- A faculty that is collaborating and sharing successful teaching practices,
- Consistency between the course mark and the Provincial exam mark,
- The support of the Offshore Program Consultant (OPC) during the inspection process.
- The strong support for the BC program by the Director and Assistant of international education and the Superintendent of Operations for the Kezhi network of schools.

### SUMMATIVE RECOMMENDATION

**The Offshore Inspection Team recommends to the Director of International Education that the British Columbia Program offered at Canada Changchun Shiyi Secondary School be recognized as a British Columbia Certified Program.**

