

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADA KUNMING NO. 10 SECONDARY SCHOOL

KUNMING, YUNNAN PROVINCE

PEOPLE'S REPUBLIC of CHINA

NOVEMBER 6-7, 2017

INTRODUCTION

On November 6–7, 2017, a certification inspection was completed on Canada Kunming No. 10 Secondary School in Kunming, Yunnan Province in the People's Republic of China, CKSS or 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 Executive Director of International Education, British Columbia Ministry of Education (MoE) in accordance with the *B.C. Global Education Program – Offshore Schools Certification Agreement* (the Agreement), consisted of Ms. Cathy Lowenstein and Mr. Terence Sullivan, who also served as Team Chair.

The School's B.C. program has an enrolment of 119 students, in grades 10, 11 and 12. The B.C. program is housed in Kunming No. 10 Middle School which enrolls over 3000 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 School's principal, B.C. teachers and the Director of International Education as well as the vice-principal for the host school. The Team also arranged a teleconference with the B.C. offshore school representative.

The owner/operator, Beijing Kezhi Times International Consulting Co. Ltd., is responsible for the B.C. program. Beijing Kezhi Times International Consulting Co. Ltd. is also responsible for five other B.C. offshore schools, seven offshore schools from another province and two international schools.

The B.C. program's philosophy, objectives and special features includes a statement that "The school is dedicated to preparing its students for success in a rapidly changing world, by



providing a supportive learning environment that recognizes and respects individual differences, encourages students to challenge personal limits, and promotes excellence.”

The Team would like to thank Canada Kunming 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 Not Applicable

Comment:

Student information contained on hard copy files and stored in a filing cabinet are backed up on a computer in the principal’s office, on the principal’s laptop computer and on a USB drive that remains in the possession of the principal. The School has completed the requirement for a backup of the student information files from the last inspection report.

The School was required to install an emergency eye wash station and fire blanket in the science lab. The School’s science lab now contains a fire blanket and a portable emergency eyewash station. This completes the second requirement from the last inspection report.

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 School has submitted a business plan to the Ministry of Education outlining its vision for maintaining the sustainability and the future of the School and outlining ways it intends to fulfil that mission. The School has responded to all of the items submitted by the Ministry for response in the business plan.



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:

A signed copy of the *B.C. Global Education Program Offshore Schools Certification Agreement* was examined by the Team at the School. The owner/operator meets all the requirements of the 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:

Documented approvals regarding local and provincial building safety and cafeteria codes and regulations were examined by the Team. Also, requisite government approvals for permission to operate a B.C. Offshore school were also on file. The B.C. school is housed within a host school in a 10-year-old modern facility on a large campus. The School has six active classrooms, one book room, one computer lab/library, one administration room, one staff room and a principal's office. The School also shares a science lab with the American program in the school. The facilities are suitable to support the B.C. program.

ADMINISTRATION 3.0

3.1 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 Not Met

Comment:

The owner/operator has appointed Mr. Rodger Lindstrom as the School's offshore school representative. Mr. Lindstrom has been confirmed by the province and meets all the requirements set out in section 14 of the Agreement.



3.2 The principal meets the requirements as outlined in section 3.2 of the Inspection Catalogue for offshore schools.

Requirement Met Requirement Not Met

Comment:

The principal has four years of teaching experience in public schools and independent schools in Canada. He has served as a vice principal for one-year and a principal for three years in Canadian public schools. He has also served for 3 ½ years as a principal in two different B.C. offshore schools. He possesses the required teacher regulation branch certification and is presently in his first year as principal of Canada Kunming No. 10 Secondary School.

The principal meets the requirements as outlined in section 3.2 of the inspection catalogue.

3.3 The School meets the administrative support requirements as outlined in section 3.3 of the Inspection Catalogue for offshore schools.

Requirement Met Requirement Not Met

Comment:

The School has a principal and a vice principal who was recently hired and will be leaving in January 2018. The School has no other positions designated as administrative support for the school. The host school responds to requests for administrative or clerical support when required.

The lack of a basic physical administrative and clerical support presence within the B.C. offshore school has created an environment where there is no physical administrative focal point for conducting the business, management and clerical support functions for the school. The Team could not determine any specific duties for the vice principal.

Commendation:

The support for the B.C. program by the host school administrative team

Requirement:

The School needs to establish a standard school office within the school and staff it at the appropriate clerical level to provide a physical administrative focal point within the school which will support the management and business functions necessary to administer the school.



3.4 The School meets the Student Record requirements as outlined in section 3.4 of the Inspection Catalogue for offshore schools.

Requirement Met Requirement Not Met

Comment:

A random sample of 30 student files were selected by the Team for review according to the requirements as outlined in section 3.4 of the inspection catalogue. Ten files were randomly selected from grade 10, ten files from grade 11 and ten files from grade 12. The files reviewed meet the requirements outlined in section 3.4 of the inspection catalogue for offshore schools.

3.5 The School meets the teacher certification requirements as outlined in section 3.5 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. Teachers Regulation Branch.

The Team examined all teacher personnel files of teachers presently working in the program and all have TRB certifications or exemptions. The School provided evidence to the Team of the required information to be included in the teacher personnel file but it was not always included in the file. One new staff member who was recently hired and due to arrive at the school two days following the inspection had not yet applied for TRB certification. The School has indicated that this recently hired teacher will not be teaching any classes until the TRB application process has commenced. The School will be assisting the teacher with the TRB application process immediately upon arrival at the school.

Commendation:

A high level of professional teamwork and genuine care of the students given that all staff is new to the School this year.

Requirement:

- The School will ensure that all new teacher employees have applied for TRB certification at the time of their engagement.
- The School will ensure that the teacher recently hired by the school receives the requisite approvals from the Executive Director of the International Education Branch, B.C. Ministry of Education, before teaching any B.C. education program classes at the school.
- The School will ensure all required teacher information is placed in teacher personnel files.



EDUCATIONAL PROGRAM 4.0

4.1 The School meets the requirements for curriculum implementation outlined in section 4.1 of the Inspection Catalogue for offshore schools.

Requirement Met Requirement Not Met

Comment:

The Team saw evidence of emerging understanding by faculty of the new re-designed B.C. curriculum. Some teachers were orienting themselves in a systematic way to the changes and there was evidence that the new curriculum was part of instructional practice in some classrooms.

It is noted that some professional development regarding the new curriculum was offered to teachers in 2016/17 but the school has had a complete staffing turnover since that time. The administration shared with the Team that designated 2017-18 professional development days will focus on the redesigned curriculum.

One of the challenges of being a small school is that collaboration can often be difficult as one teacher constitutes the entire department. The School should ensure that ongoing faculty support is a priority to enable teachers to acquire the skills and knowledge to implement all of the current changes in curriculum and assessment.

Commendation:

Designated 2017-18 professional development days will focus on the redesigned curriculum.

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 Team could not find evidence that an English language assessment was done prior to placement in the B.C. program for grade 10 students. The Team was able to establish however, that the current principal administered an English language assessment test on September 8th, 2017 in which 12 students from a total of 39 students received a mark below 50%. While the principal indicated that all students were accepted into the B.C program regardless of ability, it was with the promise that parents will provide tutoring outside of school. It is important for the School to ensure that the students' level of English language proficiency is adequate to enable students to meet or exceed the learning outcomes identified in the Educational Program Guide (Section 9.09 of the Agreement.)



The ELL teacher is new to the School but is doing her utmost to adjust pedagogy to enhance instruction for students through the use of many strategies and graphic organizers with the goal of ensuring that students acquire more English language skills.

An important feature of the School is that all students are strongly encouraged to speak English only during the instructional day. Faculty are cognizant of the importance of creating opportunities for students to use English language in a variety of situations.

Requirement:

The School must produce evidence that an English language assessment was delivered as a requirement for entrance into the B.C. program for the 2017/18 school year to ensure that the students level of English language proficiency was adequate to enable the student to meet or exceed the learning outcomes identified in the Educational Program Guide (Section 9.09 of the Agreement.)

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 CKSS meets the course credit requirements as outlined in the Agreement. Currently, the School offers one BAA course- ESL, 10.

The School has approved exemptions for PE 10, and Mandarin 10, 11 12. These courses are exempted from having B.C. certified teachers as classroom instructors.

4.4 The School meets the course overview/course planning requirements as outlined in Schedule B Part I, 2. (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 Team observed well organized course overviews and planning documents that were personalized to each teacher's instructional practice. The course overview templates are in compliance with the course overview requirements and exceed the learning outcomes identified in the educational program guides for each course. A few teachers have initiated conversations about how best to transition to the new redesigned curriculum, while keeping an important emphasis on the development of English language acquisition skills.



Commendation:

The high quality of the planning documents used by teachers to organize their instructional practices was noted by the Team. A few teachers have initiated conversations about how best to transition to the new redesigned curriculum, while keeping an important emphasis on English language acquisition skills.

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), 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 Not Met

Comment:

CKSS exceeds the instructional time allotments required and offers 925 hours of school per year.

The B.C. program staff is in discussion regarding the possibility of offering various clubs and programs following the instructional day as another means of supporting students with English language acquisition.

Discussions with the principal indicate that there is a general plan in place to support ELL learners. Teachers are using modified teaching strategies to support student learning.

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 Team confirms that CKSS meets the assessment method requirements as outlined in the inspection catalogue and through classroom observations and a review of course work. The assessment section of the staff handbook also outlines the assessment expectations and the responsibilities of teachers in this regard. Some teachers were using formative and summative assessment strategies as a regular practice.

The Team met with the principal regarding the provincial examination results. As the principal was in his first year at the school, he had not examined the past year exam results until the time of inspection.

There was a significant discrepancy between school grades and provincial examination results, most notably in English 12.



The principal recognized this discrepancy with a strong commitment to develop a formal plan to support students to ensure that there are no significant discrepancies between school grades and provincial examination/provincial assessment results.

Requirement:

A formal plan needs to be developed that supports student's English language achievement so that there are no significant discrepancies between school grades and provincial examination/provincial assessment results. (Section 9.12 of the Agreement.)

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:

The School is adequately supplied with textbooks for the B.C. Program. All classrooms have access to technology. At the time of inspection, teachers were projecting documents onto a white board very effectively for instructional purposes.

The School has a small basic area for a library which is part of a spacious computer lab. Upon inspection, there was a sparse offering of appropriate print resources for student access.

In B.C. schools, a library is an integral part of the school; a dynamic learning space where students can gather informally in groups, where learning is authentic and exciting.

The Team encouraged the principal and faculty to reimagine this library, by sourcing different ways to build the B.C. program library from modest English print resources to a more robust English language resource centre.

This kind of library would be beneficial to English language learners and offer additional opportunities for English language acquisition outside of the regular classroom.

The School had indicated in its annual report, that discussion surrounding the new numeracy assessment is ongoing. The principal and faculty have indicated that plans may be underway shortly to be ready for 2018.



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 CKSS complies with the student progress report requirements. Four formal report cards per year are sent home to parents. These report cards include letter grades, percentages, work habit and anecdotal comments. All subjects, including daily physical activity (DPA) are reported. There is one formal parent teacher conference held in the fall and at the end of each term. Parents are invited into the School for opportunities to meet directly with teachers.

In cases where a student's performance is not meeting acceptable grades, parents are contacted directly by the principal.

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 current school year and contains a policy and procedure for appeals and dispute resolution. The handbook containing the dispute resolution policy and procedure is distributed to all school staff, parents and guardians. The handbook is also translated into Mandarin. The parent/student handbook meets the requirements as outlined in the inspection catalogue.

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 has been updated for the current school year and the school has policies in place regarding the evaluation of teachers and administrators. However, the new additional language required for 2017/18 has yet to be included.

Requirements:

The new additional language required for 2017/18 must be included in the current 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.
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<input type="checkbox"/> Requirement Met <input type="checkbox"/> Requirement Not Met <input checked="" type="checkbox"/> Not Applicable
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<p>Comment:</p>

<p>The School does not currently offer DL.</p>
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<p>The School intends to contract with the School District 73 Business Company Global Education to offer Calculus 12 and Biology 12 during the second semester.</p>

CONCLUSION

Commendations

The Inspection Team wishes to recognize the owner/operator, principal and staff of Canada Kunming No. 10 Secondary School for:

- A high level of professional teamwork and genuine care of the students given that all staff is new to the School this year;
- The high quality of the planning documents used by teachers to organize their instructional practices. A few teachers have initiated conversations about how best to transition to the new redesigned curriculum, while keeping an important emphasis on English language acquisition;
- The school plan, which indicates that designated 2017-18 professional development days will focus on the redesigned curriculum;
- The support for the B.C. program by the host school administrative team.



Requirements

In order to meet the requirements of the *B.C. Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by March 15, 2018, the owner/operator provide the Executive Director of International Education, responsible for B.C. Global Education Program - Offshore Schools, with a plan and timeline for proposed implementation of the following items:

- The School needs to establish a standard school office within the school and staff it at the appropriate clerical level to provide a physical administrative focal point within the school which will support the management and business functions necessary to administer the school.
- The School will ensure all required teacher information is placed in teacher personnel files.
- The School will ensure that all new teacher employees have applied for TRB certification at the time of their engagement.
- The School will ensure that the teacher recently hired by the school receives the requisite approvals from the Executive Director of the International Education Branch, B.C. Ministry of Education, before teaching any B.C. education program classes at the school.
- The new additional language required for 2017/18 must be included in the current teacher handbook.
- The School must produce evidence that an English language assessment was delivered as a requirement for entrance into the B.C. program for the 2017/18 school year to ensure that the students level of English language proficiency was adequate to enable the student to meet or exceed the learning outcomes identified in the Educational Program Guide.
- A formal plan needs to be developed that supports students' English language achievement so that no significant discrepancies between school grades and provincial examination/provincial assessment results occur.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Executive Director of International Education that, contingent on responding to the above requirements to the satisfaction of the Executive Director of International Education, the British Columbia education program offered at Canada Kunming No. 10 Secondary School continue to be recognized as a British Columbia- certified school.

