INTRODUCTION

On November 20-22, 2019 a virtual certification inspection was completed on Shanghai United International School (SUIS) in Shanghai, 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 Mr. Des McKay and Mr. Terence Sullivan (Chair).

The School’s BC program has an enrolment of 341 students, including 60 students in Grade 9, 94 students in Grade 10, 100 students in Grade 11 and 87 students in Grade 12. The school campus has been in operation for 19 years and the BC program started in the 2010-2011 school year. The BC program is housed within a larger Grade 6 to Grade 12 school. The campus presently houses 1629 students and 940 of these students are registered in the Chinese local school program. Three hundred and forty-eight students are enrolled in an international program using the Cambridge curriculum to supplement the requirements of the Chinese compulsory years.

During their virtual 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 a representative of the school’s Owner/Operator, Offshore School Representative (OSR), BC principal, campus principal, academic advisor, international director as well as BC students and BC teachers.

The Owner/Operator, Xiehe Education Group, now has a total of 44 schools and educates over 25,000 students. Four thousand of these students represent 40 nationalities, and among the
3,000 teaching staff there are approximately 500 foreign teachers. The School’s website, www.suis.com.cn, showcases all the international campuses under the Xiehe (SUIS) umbrella. Ms. Maxine Lu, General Principal and Head of the School Management Department, is the Board of Director’s owner/operator representative responsible for the BC Program.

The BC program’s philosophy, objectives and special features include: “Xiehe Education Group (Shanghai United International School) – Enabling children to ‘Explore and develop together through the integration of Eastern and Western cultures is at the core of a Xiehe education. All our students, at home and abroad, make progress together based on mutual respect and cooperation in order to develop as independent learners and global citizens. Our Core Values provide the foundation for our teachers and staff to be grounded in our principle of ‘Unity in diversity, innovation through collaboration’, to cooperate with team members from a variety of cultures and backgrounds, to work through differences by seeking common ground on the basis of mutual respect and tolerance, and to learn from others’ strengths with open minds.”

The Team would like to thank Shanghai United International School for its hospitality, cooperation and preparedness for this virtual inspection.

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<th>The School has satisfactorily addressed requirements contained in the previous inspection report.</th>
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**Comment:**
All the required consent forms have been completed, updated and placed in the teacher and student files. The School has developed Career Life Education 10 planning documents and has translated the material in the Grade 9 to 12 yearly plans into English as well as the planning documents for Chinese Politics 11. All the requirements from the previous inspection report have been met.

**Commendation:**
The School is to be commended for the comprehensiveness of its approach to meeting the requirements included in the 2018 inspection report.
### BUSINESS PLAN 1.0

The Owner/Operator has submitted a business plan to the BC Ministry of Education, confirming the sustainability of the program.

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**Comment:**
The Owner/Operator has submitted a comprehensive business plan to the BC Ministry of Education. The goal of the School is to grow from the present 341 students to 360 students, which is its present capacity, by the 2020/2021 school year. The School hosts recruiting sessions throughout the year and begins advertising in September for student intake. The School indicates its best advertisements are through word-of-mouth in Shanghai. This was confirmed in our interview with students who referenced friends or family members who had previously attended Shanghai United International School as their reasons for enrolling in the BC program.

### 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).

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**Comment:**
A representative of the Owner/Operator met with the Team during the inspection and discussed with the Team the organizational structure and business model of the Xiehe Education Group.

The Owner/Operator, OSR and the Principal have been made aware of their obligations to report the dismissal, suspension or discipline of a BC-certified teacher as outlined in Section 17.00 of the Agreement.

#### 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.

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**Comment:**
The School has a letter on file from the Shanghai Municipal Education Committee granting authority to offer the BC Education Program effective October 11, 2018. A certificate of
Ownership for The School premises was also included in the documentation. The certificate of ownership is dated May 20, 2000.

2.04 The School meets local building, safety and cafeteria codes and regulations. The facilities are deemed to be suitable to support the BC program.

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Comment:
A fire safety certificate dated April 13, 2009 is included with the inspection catalogue documentation. It confirms that the School can be safely occupied.

The school has an extensive and comprehensive group of plans to deal with a wide range of emergencies that require building evacuation.

Included in the planning were plans related to school violence, school poisoning, infectious diseases, fires, out of school accidents, boarding school accidents, and terrorist attacks. The School also has cooperative plans with other British Columbia offshore schools to accommodate the students of Shanghai United International School in the event of a temporary or permanent closure.

2.05 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.

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Comment:
The School has appointed Mr. Kas Angelski as the Offshore School Representative. Mr. Angelski has been confirmed by the Province and has extensive experience as a teacher and as an administrator both in BC and internationally. He has confirmed that he is aware of his obligation to report critical information relating to changes in the operation of the School or ownership structure that could significantly impact the School’s operations. He was onsite at the School throughout the inspection. He meets all the requirements set out in section 14 of the Agreement.

Commendation:
The Offshore School Representative is commended for his presence and support at the School throughout the virtual inspection.
2.06 The Principal meets the requirements as outlined in section 2.06 of the inspection catalogue for offshore schools.

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<td>Comment: The Principal has extensive experience as a teacher in both Canada and internationally in China. He also has almost 6 years’ experience as an administrator of a senior secondary school in China. He possesses his BC Certificate of Qualification and is meeting all the requirements outlined in section 2.06 of the inspection catalogue. A recent principal evaluation administered by the OSR during the 2018/2019 school year is on file at the School. The principal evaluation policy will be included in the next edition of the staff handbook.</td>
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2.07 The School meets the administrative support requirements as outlined in section 2.07 of the inspection catalogue for offshore schools.

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<td>Comment: The School has a full-time principal, one full time and a part-time secretary. The School also receives administrative support from the Offshore School Representative, the systems head office and the owner/operator representative. The School has created a new position which is titled Head of Academics. This is a 50% administrative training position.</td>
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<td>Commendation: The School is to be commended for planning for the future by creating a leadership development position.</td>
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2.08 The School meets the Student Record requirements as outlined in section 2.08 of the Inspection Catalogue for offshore schools.

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<td>Comment: A random number of 30 student names was selected and emailed to the Principal approximately one hour prior to the review of the student files. Each piece of the required documentation was reviewed through video conferencing which had been previously tested for document clarity. All pertinent information on the documents was clearly visible. All 30 files reviewed contained all the items required in the inspection catalogue. All student and parent consent forms have been updated according to the Ministry guidelines for the 2019/2020 school year.</td>
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Commendation:
The School is to be commended for well-organized student files and a superior level of internet connectivity, coordinated with Ministry personnel, which provided for a thorough review of the documentation.

2.09-2.14 The School meets the teacher certification requirements as outlined in sections 2.09-2.14 of the inspection catalogue for offshore schools.

☐ Requirement Met    ☐ Requirement Not Met

Comment:
The documentation on file for all teachers on staff, including the documentation for the Principal, was reviewed by The Team. The documentation was reviewed through video conferencing which was previously tested for clarity.

Each piece of the documentation was clearly visible and the relevant data was closely examined. All teacher files and the Principal’s file had all the required documentation.

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

Commendation:
The Administration is to be commended for the comprehensiveness and superior level of organization of the School’s personnel files.

2.17 The School meets the requirements for curriculum implementation outlined in section 2.17 of the inspection catalogue for offshore schools.

☐ Requirement Met    ☐ Requirement Not Met

Comment:
Shanghai United International School (SUIS) has fully implemented the new B.C. Curriculum frameworks.

During the virtual interviews with staff and the Principal it became immediately evident The School has put a great deal of time and professional development into becoming familiar with the new frameworks and developing a school wide implementation plan. The Principal attended the BC offshore school training sessions on the new curriculum and has become a leader in the implementation process at SUIS. Additionally, staff was provided six adjusted days in semester 2 of last year to prepare for the full implementation of the curriculum frameworks. It was clear from staff interviews and a review of their curricular documents that the School fully embraces the philosophical and academic underpinnings of the new
A strong sense of collaboration amongst staff and staff and administration was very apparent.

Commendation:
The Principal is to be commended for seeking out training on the new curriculum frameworks and taking an active leadership role in the implementation process.

Staff is to be commended for its commitment to developing curricular planning documents that reflect the spirit and the intent of the new curriculum frameworks.

The staff is to be commended for its collegial approach to staff-led professional development.

2.18 The School meets the requirements for English language assessment and acquisition as outlined in section 2.18 of the inspection catalogue for offshore schools.

☑ Requirement Met ☐ Requirement Not Met

Comment:
SUIS has an English language assessment exam that all students must successfully challenge in order to be admitted into the BC program. This assessment has been developed and is administered by BC-certified teachers. The Principal oversees the administration of the exam and reviews all the results. Student files reviewed by the Team had copies of the exam with the Principal’s signature.

English language development begins in earnest for Grade 9 students who intend to register in the BC program. They are enrolled in Physical and Health Education, Social Studies 9, and English 9, all of which are linear courses designed to assist them with developing their English language skills. Grade 10 students are registered in Drama (Action English), Computer Studies, Studio Art and Business/Entrepreneurship, all of which are language focused courses.

SUIS keeps Grade 10 English class sizes at 19 and schedules English Studies 12 as a linear course to provide more time for individual student attention.

Language proficiency is assessed every reporting period and teachers use a variety of formative and summative assessments on an ongoing basis. Language support teachers have been assigned to every homeroom, and they work with the School’s ELL teacher to provide targeted support in both a team-teaching and student-withdrawal format.
Commendation:
SUIS is to be commended for developing a timetable schedule that accommodates smaller class sizes and a homeroom structure with language support teachers.

SUIS is to be commended for creating a “language support” position to work with staff and students.

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<tr>
<th>2.19(a-e) The School meets the course credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in section 2.19 of the inspection catalogue for offshore schools.</th>
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<td>Comment: SUIS offers two BAA courses, Leadership 12 and Psychology 12, both of which have been approved and have course planning documents that reflect the new curriculum frameworks.</td>
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<tr>
<th>2.19(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.</th>
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<td>Comment: A review of all SUIS curriculum planning documents confirmed they reflect the new curricular frameworks, including First Peoples Principles of Learning. The School has adopted a common curricular planning template that allows for teachers to bring their individual creativity to the planning process. The Team noticed during the interview process that SUIS teachers are very knowledgeable about the new curriculum frameworks and were able to articulate how the core and curricular competencies are integrated into their planning and their assessments. The staff is very aware that migrating to the new curriculum is a journey but feel very comfortable with the new frameworks. Staff new to the school and new to the BC curricular frameworks feel supported by their colleagues and the administration.</td>
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[Commendation: The staff is to be commended for developing curriculum planning documents that clearly reflect the intent and the spirit of the new curriculum frameworks.]
The staff is to be commended for the spirit of collegiality that was evident during the interviews.

### 2.20 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.

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Comment: SUIS exceeds instructional time allotment requirements with 943.75 hours of instruction per year.

### 2.21 The School meets the assessment methods requirements as outlined in section 2.21 of the inspection catalogue for offshore schools.

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Comment: All the curriculum documents identify assessment and evaluation strategies, including student self-assessments and reflections. The use of marking rubrics is evident in the planning documents and were referenced during the teacher interviews.

The English department has taken a leadership role by developing a writing scale and school-wide standardized marking symbols. The English department also uses cross grading and double grading of student writing prior to major assessments.

SUIS has a formal exam invigilation protocol that protects the security and integrity of BC provincial examinations. This protocol includes pre-set security patches on the examination computers, assigned seating for students, invigilators entering PEN numbers and passwords, and a minimum of two teacher invigilators at all times during the exam. Teachers do not invigilate their subject exams.

**Commendation:**
The staff is to be commended for the time and planning it has put into developing rubrics, writing standards and self-assessments that reflect the Core Competencies and “Big Ideas” of the curriculum standards.
### 2.22 The School meets the learning resources requirements as outlined in section 2.22 of the inspection catalogue for offshore schools.

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**Comment:**
The School has a Learning Resource Center with a large collection of English print books, a collection of current magazines, and a range of North American University viewbooks. The School has Wi-Fi throughout the building with strong connectivity. The BC program has two dedicated labs with internet connectivity and has access to a third lab for Ministry assessments if required.

All orders for teaching/learning resources are reviewed and signed off by the Principal.

### 2.23 The School meets the student progress report requirements as outlined in section 2.23 of the inspection catalogue for offshore schools.

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**Comment:**
SUJS has one interim and two formal report cards per semester. A Chinese teacher is assigned to each homeroom and is responsible for communicating with parents using email, telephone, QQ or WeChat.

The School’s report card (TESS System) did not fully meet the requirements of the Student Progress Report Order; however, the Principal revised the report card template during the inspection to include a record of lates and a description of the marks used in the report. The revised template will be used for the first Term 1 formal report to parents.

### 2.24 The School meets the parent/student handbook requirements as outlined in section 2.24 of the inspection catalogue for offshore schools.

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**Comment:**
The parent/student handbook has been updated as required. The handbook contains a policy for appeals and dispute resolution for both grades and student conduct. The handbook also contains policies on student assessment. The School has a comprehensive student admission policy which includes the process for the administration of the English language assessment. The handbook has been formatted in a combined English Mandarin version and is sent home with each student.
### 2.25 The School meets the teacher handbook requirements as outlined in section 2.25 of the inspection catalogue for offshore schools.

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**Comment:**
The school handbook has been updated as required. The handbook contains a policy on teacher evaluation and each teacher contract includes the requisite provincial disclaimer statement. The Principal underwent a comprehensive principal evaluation during the 2018-2019 school year and the principal evaluation policy is attached to the Principal’s contract.

### 2.26 The School meets the distributed learning requirements as outlined in section 18 of the Agreement and section 2.26 of the inspection catalogue for offshore schools.

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**Comment:**
The school presently has 16 students taking courses through distance learning which are mainly in calculus and physics. Students are screened for distributed learning by the School and must have signed parental permission before being permitted to enroll in a distributed learning course. A BC certified teacher at the school helps to coordinate and supervise any assessments and provides any communication necessary with the DL teachers for students who take any distance learning courses during the summer. The principal assumes those responsibilities for any students taking distributed learning courses during the school year.

The school waits until the first term assessments for the School have been completed before allowing any students to enroll in DL courses. The Team confirms that the Owner/Operator only contracts with the approved distributed learning service provider which is Global Education (http://globaled.ca/).

**Commendation:**
The School is to be commended for the processes they have put in place during the summer break and during the school year to ensure that students are successful in distributed learning courses.
CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Shanghai United International School for:

- The School is to be commended for the comprehensiveness of its approach to meeting the requirements included in the 2018 inspection report.
- The Offshore School Representative is commended for his presence at the school and support throughout the virtual inspection.
- The School is to be commended for planning for the future by creating a leadership development position.
- The School is to be commended for well-organized student files and a superior level of internet connectivity coordinated with Ministry personnel which provided for a thorough review of the documentation.
- The administration is to be commended for the comprehensiveness and superior level of organization of the School’s personnel files.
- The Principal is to be commended for seeking out training on the new curriculum frameworks and taking an active leadership role in the implementation process.
- Staff is to be commended for its commitment to developing curricular planning documents that reflect the spirit and the intent of the new curriculum frameworks.
- The staff is to be commended for its collegial approach to staff led professional development.
- SUIS is to be commended for developing a timetable schedule that accommodates smaller class sizes and a homeroom structure with language support teachers.
- SUIS is to be commended for creating a “language support” position to work with staff and students.
- The staff is to be commended for developing curriculum planning documents that clearly reflect the intent and the spirit of the new curriculum frameworks.
- The staff is to be commended for the time and planning it has put into developing rubrics, writing standards and self-assessments that reflect the core competencies and “Big Ideas” of the curriculum standards.
- The staff is to be commended for the spirit of collegiality that was evident during the interviews.
- The School is to be commended for the processes they have put in place during the summer break and during the school year to ensure that students are successful in distributed learning courses.
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 Shanghai United International School continues to be recognized as a British Columbia-certified school.