

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

SINO BRIGHT SCHOOL - KAIFENG

KAIFENG, HENAN PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 25-26, 2016

INTRODUCTION

On October 25-26, 2016 a Certification Inspection was completed on Sino Bright School - Kaifeng (SBS-K) in Kaifeng, Henan 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 (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 Director of International Education (the Director), British Columbia Ministry of Education (MoE) in accordance with the *B.C. Global Education Program – Offshore Schools Certification Agreement (the Agreement)*, consisted of Ms. Daphne Churchill and Mr. Claudio Morelli (Chair).

The School's B.C. Program has an enrolment of 37 students, in Grade 12. The B.C. Program is housed within a larger school Kaifeng Qiushi Middle School and is certified by the Henan Province Education Bureau. The entire Qiushi Middle School, which houses the B.C. Program, enrolls over 800 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 Owner/Operator, Offshore School Representative (OSR), B.C. head teacher, B.C. teachers, the Qiushi Middle School director and some of the Qiushi support staff.

The Owner/Operator, Beijing Sino Bright Education Co. Ltd. is responsible for the B.C. Program. The Owner/Operator also operates two other B.C. Offshore Schools - Sino Bright School No.8 in Beijing and Sino Bright School in Xian. Both of these schools offer the B.C. Graduation Program. In addition, Sino Bright Education also operates other educational programs not related to the B.C. Program. SBS-K has a business partnership with the Kaifeng Qiushi Middle School to operate the B.C. Program for the Grade 12 students. This partnership will cease at the conclusion of the 2016-2017 school year as the B.C. Program will not be continuing at SBS-K.



The B.C. Program’s philosophy, objectives and special features highlights the School’s efforts in preparing SBS-K students for success in, “Building honourable character and a broad range of knowledge and skills, which are the cornerstone of the school’s philosophy. Sino Bright School is focussed on providing quality education and developing students who can think independently, are committed to lifelong learning and ready to meet the challenges of 21st century education.”

The Team would like to thank Sino Bright School - Kaifeng 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:

The School satisfactorily addressed the first requirement in the previous inspection report by appointing a head teacher to assume the responsibilities of the School’s Principal. The head teacher received an exemption from the Ministry of Education to assume the Principal’s role for this school year.

The School however, has not successfully addressed the requirement of ensuring that staff with necessary subject expertise is hired to deliver the programs/course offerings for second semester. A number of students require specific senior science courses to be offered in second semester. The Team is concerned that some of these students may be prohibited from entering and/or enrolling in some post secondary institutions due to the potential of these senior science courses not being offered.

The Team is also concerned that the duties outlined in the administrative job description may not be adequately fulfilled particularly with the head teacher teaching full time in the first semester and potentially in the second semester. This lack of administration time has prohibited the head teacher from initiating any teacher supervision and evaluation processes.

Commendation:

The Team commends the leadership of the head teacher in fulfilling the additional administrative responsibilities while teaching a full complement of classes in the first semester.

Requirements:

The School is required to outline and implement a recruitment plan in consultation with the School’s Offshore School Representative and the Director of International Education to address the hiring of qualified staff. This plan is to be completed and submitted for review to



the Director to ensure that:

1. Students are offered the required senior science courses in second semester to enhance their opportunities to enrol in post-secondary studies.
2. The head teacher obtains advice and support from the Sino Bright head office in meeting the administrative responsibilities as outlined in the section 3.4 of the Inspection Catalogue. This is particularly necessary in the supervision and evaluation of the teaching staff that are new to SBS-K.

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 Team noted that the School has completed and filed a Business Plan with the B.C. Ministry of Education, which confirms the implementation of the program for 2016-2017.

Although the School is in its final year of operation as a B.C. Offshore School Program, the students enrolled in their final year at SBS-K will be able to experience the expansion and improvement in the school facilities including a new swimming pool, chemistry lab, a remodelled cafeteria and computer lab.

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:

The Owner/Operator meets all requirements as outlined in the B.C. Global Education Program Offshore Schools Certification Agreement and has written approval on file from the Henan Education Bureau demonstrating support and permission for the B.C. Program to operate at Sino Bright School - Kaifeng for the 2016-2017 school year.



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:

Qiushi Middle School is responsible for the construction and maintenance of the facilities for the whole school campus. The campus consists of classrooms for primary and middle school students, administration buildings, dormitories, dining halls, a gymnasium, outdoor track, soccer field, basketball and tennis courts. SBS-K is located on the first and second floor of the International Building consisting of offices for the B.C. Program administration and teaching staff, a library, computer lab, and classrooms. The facilities are inspected, cleaned and maintained according to the standards and laws of the Henan Province.

All of the SBS-K students live on campus for the school week, returning home for weekends. Chinese staff from the School supervise students outside of regular school hours and a school clinic with medical personnel is available for both students and staff.

The Team noted that students in the B.C. Program practice fire and earthquake drills and staff are aware of the evacuation procedures.

Documents relating to municipal codes for health and safety compliance were available, reviewed and found to be in order.

The Team is satisfied that facilities are in compliance and are suitable to support the B.C. Program.

ADMINISTRATION 3.0

3.2 Offshore School Representative (OSR) - The Owner/Operator may 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 a new Sino Bright representative to act as the Offshore School Representative. The Director of International Education approved the appointment of this individual for 2016-2017. The Team was appreciative of the support and assistance provided by the Offshore School Representative during the School's inspection.



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 Ministry of Education has granted a one-year exemption for the SBS-K Head Teacher to assume and fulfil the responsibilities of the School's Principal position. The Team observed however that the head teacher was teaching full time and did not have any scheduled administrative time in the first semester to complete the administrative tasks in a timely manner.

The Team also noted that due to a lack of administrative time in the first semester, a teacher supervision and evaluation process had not been initiated as yet.

Requirements:

The School is required to review and adjust administrative time and outline a plan of action so that the current head teacher obtains sufficient time to adequately meet the additional responsibilities of the Principal's position.

The School is also required to consult with the Sino Bright office in Beijing to assist the head teacher in developing a teacher supervision and evaluation process for SBS-K and to implement a plan as soon as possible.

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 a sufficient number of administrative support personnel in place to assist in the implementation of the B.C. Program. The administrative support staff provides extensive bilingual support. The Team noted the effective administrative practices implemented to ensure the successful operation of the B.C. Program administration.

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 are securely stored in the head teacher's office. The files maintained by the head



teacher and administrative assistant contain all of the required elements as listed in the Inspection Catalogue. The student files are up to date including the Permanent Student Record cards which are stored separately in a secure location in the head teacher's office.

The Team noted that some of the inclusions in the student files were not dated and filed chronologically. The location of pertinent student information would be facilitated if all student inclusions were dated and filed in order.

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 Team confirmed that two teachers on the SBS-K possess valid and current certification under the B.C. Teacher Regulation Branch. One teacher's certification application is still pending. This teacher has received a temporary exemption from the Director of International Education until December 23, 2016.

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

EDUCATIONAL PROGRAM 4.0

4.1 The School meets the requirements for curriculum implementation as outlined in Section 4.1 of the Inspection Catalogue for Offshore Schools.

Requirement Met Requirement Not Met

Comment:

The School meets and is implementing the current Graduation Program curriculum implementation requirements. The School does not have plans in place for the implementation of the redesigned 10-12 curriculum because the Sino Bright School - Kaifeng will no longer offer the B.C. Program at the completion of the 2016-2017 school year.



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 confirmed that initial assessments were completed when students applied for entrance into the B.C. program. The Team also observed evidence in the teacher's course planning documents and during instruction that supported the English language proficiency of the students.

The Team noted that although there were varying levels of English demonstrated, the teachers did provide aid and support to the students to improve their English language proficiency. The Team also observed teachers using incentives to encourage students to speak English in class.

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 observed evidence that students have completed the majority of course credit requirements in the first two years of the Graduation Program. The Grade 12 students are also enrolled in the courses for semester one and two that will place them in position to graduate at the end of the school year.

Exempted courses for which students are granted credit are Mandarin 10, 11 and 12 and PE 10. All necessary documentation has been completed to support the delivery of these courses.

4.4 The School meets the Course Overview requirements as outlined in Schedule B Part I (d) of the Agreement; namely, that all B.C. 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 B.C. learning outcomes.

Requirement Met Requirement Not Met

Comment:

Course overviews have been developed which clearly specify long-term and short-term content to be learned, timelines to be followed, teaching strategies to be employed and assessment strategies to evaluate student work. Teachers are adhering to the overviews and timelines and there is clear evidence that the required work has been completed to date.



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), of Ministerial Order 41/91, the Educational Standards Order, enacted under the Independent School Act.

Requirement Met Requirement Not Met

Comment:

The instructional time at SBS-K in the current school year exceeds the instructional time allotment requirement as outlined in Section 4.5 of the Inspection Catalogue. The school year is divided into two semesters with students taking four courses each semester.

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:

Planning documents, classroom visits and the examination of student assessment evidence confirm that although both summative and formative assessment strategies are being used, the predominant method of assessment is summative.

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 has continued to accumulate learning resources for both the classroom and the library. Within the classroom there is a heavy emphasis on the use of virtual resources and the teachers and students rely on connectivity to the internet to access videos, images and text in order to support classroom learning.

The library has a growing collection of novels and other books of interest but there is little evidence that the students are utilizing those resources.

The students have the appropriate print resources to be able to support their learning.



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:

Teachers keep classroom records and marks to track student learning. Report cards are generated for parents four times a year. These reports include a letter grade, a percentage and bilingual comments in English and Chinese. Additionally, there are opportunities for parents to attend parent/teacher evenings once each semester. Teachers provide regular updates on student progress and these updates are communicated to parents with the assistance of the Chinese teachers and support staff.

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 contains all the required policies relating to student assessment, student admissions, student discipline policy and a policy for parental appeals and dispute resolution processes.

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 Team confirmed that a Teacher Handbook for the 2016-2017 school year is available, however a teacher evaluation policy is not included in the Teacher Handbook or was not included in Appendix 3 of the Inspection Catalogue.



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.		
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
Comment: SBS-K does not offer any credits through Distributed Learning courses.		

CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Sino Bright School - Kaifeng for:

- The positive tone and climate of mutual respect that has been developed in the School that is evident in the relationships among staff and students.
- The Team commends the leadership of the head teacher in fulfilling the additional administrative responsibilities while teaching a full complement of classes in the first semester.

Requirements

In order to meet the requirements of the *B.C. Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by February 15, 2017, the Owner/Operator provide the 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 outline and implement a recruitment plan in consultation with the School's Offshore School Representative and the Director of International Education to address the hiring of qualified staff to ensure that students are offered the required senior science courses in second semester to enhance their opportunities to enrol in post-secondary studies.
- The head teacher obtains advice and support from the Sino Bright head office in Beijing in meeting the administrative responsibilities as outlined in the Section 3.4 of the Inspection Catalogue.
- The School is also required to consult with the Sino Bright office in Beijing to assist the head teacher in developing a teacher evaluation policy and process for SBS-K and to implement the plan as soon as possible.



- The School is required to review and adjust administrative time and outline a plan of action so that the head teacher obtains sufficient time to adequately meet the additional responsibilities of the Principal's position.

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 being offered at Sino Bright School - Kaifeng is meeting the B.C. educational program requirements.

