

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

MAPLE LEAF INTERNATIONAL SCHOOL - HENAN

LUOYANG, HENAN PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 27-28, 2016

INTRODUCTION

On October 27-28, 2016 a Certification Inspection was completed on Maple Leaf International School–Henan (MLIS-H) in Luoyang, 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 Daphne Churchill and Claudio Morelli (Chair).

The School’s B.C. Program has an enrolment of 172 students, in Grades 8-10. MLIS-H is situated on a self-contained impressive school campus that is designed to occupy 2700 students. As well as offering the B.C. Program, the MLIS-H campus also offers a K to Grade 9 Chinese program.

During its 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 Maple Leaf Educational Systems (MLES) Superintendent of Schools - B.C. Programs, B.C. Principal and B.C. teachers.

The Owner/Operator, Sherman Jen, is responsible for the B.C. Program through his company Maple Leaf Educational Systems. MLES operates 46 schools across China with over 17500 students attending preschools, elementary schools, middle schools, foreign national schools and high schools.

Maple Leaf Educational Systems (MLES) provides an international education that emphasizes academic excellence within a supportive community that respects and promotes cultural norms and traditions for both Chinese and international students. MLES schools seek to offer students



a supportive educational community which blends the innovative and enquiry-based western educational model with the culturally rich and disciplined traditional Chinese educational model. Their goal is to enable students to meet the challenges of living and working in an internationally diverse society.

The Team would like to thank Maple Leaf International School–Henan for its hospitality, cooperation and preparedness for the inspection visit. All of the documents available were well organized and immediately available for the Team to conduct its inspection in an efficient manner.

The School has satisfactorily addressed requirements contained in the previous inspection report.

Requirement Met Requirement Not Met Not Applicable

Comment:

There were no requirements that had to be addressed from the 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 Team noted that the School has completed and filed a Business Plan with the B.C. Ministry of Education. The Business Plan confirms the implementation of the program for the 2016-2017 school year.

Commendation:

The Team commends the School and Maple Leaf Educational Systems (MLES) for the comprehensive and integrated Business Plan that provides detailed information about the MLES system overall and how MLES supports MLIS–H specifically.



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. Written approval is on file from the Provincial Education Bureau demonstrating support and permission for the B.C. Program to operate at MLIS-H 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:

The campus of MLIS-H is expansive and well maintained with multiple classroom areas and student dormitory facilities. The School has the required space for expansion as it continues to seek further student enrolment. In addition to the over 90 instructional areas, the School also includes student dormitories, science labs, a multi-media studio, a gymnasium, cafeteria, a library and administration offices. The site contains a spacious plaza, a large outdoor playing field, an outdoor track and a number of basketball courts. The facility has the capacity to meet both the curricular and extra-curricular needs of the School.

All of the MLIS-H students live on campus for the school week returning home for weekends. Chinese staff from the School supervises students outside of regular school hours and a school clinic with medical personnel is available.

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 Team confirms that the Owner/Operator has received approval from the Director of International Education, Ministry of Education that the MLES Superintendent of Global Education will be the primary liaison with the B.C. Ministry of Education.

The Team was appreciative of the support and assistance of the Superintendent of Schools for B.C. Programs throughout the 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 Principal of the school is in her first year at MLIS-H and as a B.C. Offshore School Principal. The Principal is an experienced teacher with significant international school leadership experience. In a very short period of time the Principal has made a smooth transition into her duties and has contributed to enhancing a collaborative relationship with the MLIS-H staff.

The supervision and evaluation of the B.C. program teaching staff has already commenced with all staff receiving a formal observation in the first 6 weeks of the school year.

The administrative responsibilities as outlined in Section 3.3 of the Inspection Catalogue are being fully met.

Commendation:

The Team commends the School Principal for her thoroughness in preparing, planning and organizing all of the required documents and files needed for the inspection.

The Team would also like to commend the Principal for enhancing the MLES Performance Management Policy and implementing both formal and informal supervision and evaluation of the teaching staff.



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 meets the administrative support requirements as outlined in the Inspection Catalogue. The B.C. Program Secretary, a Foreign Affairs Secretary, an admissions team, a Chinese headmaster, and an assistant provide administrative support. All of these administrative support individuals are bilingual and are available to provide support to staff, students and parents.

MLIS-H teachers also provide administrative B.C. Program support by assuming positions of responsibility and leadership by coordinating curricular departments.

In addition to the on-site support staff, the School also has access to Maple Leaf Educational Systems support staff in the areas of marketing, finance, language learning, information technology and administration.

Power School is the data management system being used to store student records and to transmit school and student data to the B.C. Ministry of Education.

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 maintained by the B.C. Program Secretary and are securely stored in the administrative office. Student records were found to be in excellent order with all required inclusions dated and organized chronologically.

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

One teacher has received an exemption from the Director of International Education to continue to teach at MLIS-H while the certification process is being completed.



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 is utilizing their systemic half-day professional development days (1/2 day per month) to focus on the Grade 10-12 redesigned curriculum. The Principal has taken lead responsibility for planning and implementing professional development in preparation for required implementation.

The Team noted through the examination of planning documents and visitation to classrooms that teachers are employing elements of the redesigned curriculum.

The Principal through her ongoing teacher observations is connecting the goals for instructional growth to the future requirements for the redesigned curriculum.

Commendation:

MLIS-H is to be commended for its intentional and purposeful professional development plans in anticipation of full implementation of the redesigned Grade 10-12 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 observed that MLIS-H uses a structured system for students to enter the B.C. Program at Grade 10. The English language proficiency test is made up of three sections including a standardized test in reading comprehension and listening skills, an original writing composition and an oral interview. These assessments are implemented under the direction of the Principal who gives final approval for entry into the B.C. Program. The students are placed in either a Foundations, Bridging or full B.C. Program based on their test results. Once the students enter either the Foundations or Bridging Programs they can move to the next level based on their language skill development that is being continually assessed. This entry process is consistent with other Maple Leaf Educational Schools.

The Principal is also tracking student growth with periodic assessments of their written and oral skills.

The Team observed a comprehensive focus on language development by all teachers. The staff



as a whole use Schoology, an innovative program that allows students to view their lessons prior to class as well as provide opportunities for students to revisit their lessons after class. Teacher assignments, resources and textbooks, homework, language acquisition for reading comprehension and vocabulary grammar are available to the students for each course through Schoology. Formative assessment rubrics are also available through this innovative program so teachers can assess student progress online.

Commendation:

MLIS-H is to be commended for the numerous instructional supports and assessment strategies to enhance the English language proficiency of the students including the introduction and use of Schoology by all teachers.

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 School records demonstrated compliance with the Graduation Program and appropriate records are kept showing successful completion of these courses and the subsequent grades that are awarded.

The exempted courses for which students are granted credit include Mandarin 10, 11 & 12, Chinese Social Studies 10, 11 & 12, Applied Skills 11A (Active Living) and Teacher Assistance 11 & 12. All required documentation, including exemption letters for courses offered by Chinese teachers, are in place.

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:

The Team observed that all subject area course overviews for MLIS-H were well organized and standardized. There is a school-wide consistency in the development of the course outlines for all courses offered. All plans were linked to the B.C. learning outcomes and included course content, teaching strategies, student activities, both formative and summative evaluation and assessment methods as well as MLES system learning goals and department learning goals. All staff incorporated second language learning strategies into their planning and lesson delivery.



The Team also noted that teachers had customized the overviews and unit plans to reflect the learning needs of individual students.

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 Team confirms that MLIS-H exceeds the instructional time requirements. The teaching staff also provides time beyond the instructional hours to offer daily clubs from Monday to Thursday. These clubs run after school to enhance the students' opportunities to practice their English speaking skills while gaining skills in the areas offered through the clubs.

Commendation:

MLIS-H is to be commended for extending their non-curricular time to offer students further opportunities to enhance their English speaking skills.

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 observed that MLIS-H exceeds expectations for using effective assessment techniques. The teachers use rubrics to assess learning on a regular basis. When summative assessment, such as mid-term exams and final exams are used, the staff work collectively to ensure there is continuity within subjects and within the school.

The Team established that the teachers are trained in both formative and summative assessment practices. They use these assessment strategies as part of their routine practice. The staff keeps appropriate assessment records which are evident in their classroom records and in the reports to parents.

The Team noted that the staff uses both their staff and department meetings to review students and discuss any students that they feel may need more attention. Interventions to strengthen student skills are tracked. Any students who continue to not meet their goals work with the Education Coordinator and the Principal to set up the necessary support.



The Team noted that there were no significant discrepancies between classroom grades and Provincial Examination results.

Commendation:

The Team commends the MLIS-H staff for its extensive use of both formative and summative assessment of their students. The Team noted that the School utilizes a significant amount of time to review student progress and adapt instruction as required.

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 Team observed that students are provided with print and electronic learning resources to support their learning in the classroom. Each student uses a laptop in order to access assignments and e-learning resources as needed. With the schoolwide use of the online program Schoology the students also submit assignments and receive timely feedback and opportunities to retry assignments as a form of formative assessment.

The school has a vast number of e-learning resources but fewer print resources for classroom and library use. The online resources offer students and staff access to novels, online magazines, newspapers, reference book, maps, audio/video files and selected websites.

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:

Student progress reports are sent to parents twice each semester. These formal progress reports comply with the program requirements as outlined in the Ministerial Student Progress Report Order 191/94. Parents are also encouraged to participate in the school's open-door policy, to keep up to date on their child's progress and to ensure on-going information and communication. Regular parent teacher meetings are held at the school once per semester where teachers report on detailed student progress. The Chinese counsellors help in the communication with parents as required.



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, which has been updated for this school year contains all the required information regarding discipline, appeals and dispute resolution. It is printed in both English and Chinese.

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, which is developed for all Maple Leaf International Schools, contains the necessary policies and procedures including those for teacher and administrative evaluations.

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.**

Requirement Met Requirement Not Met Not Applicable

Comment:

MLIS-H does not offer any credits through Distributed Learning courses.



CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Maple Leaf International School - Henan for:

- A comprehensive and integrated Business Plan that provides detailed information about the MLES system overall and how MLEs supports MLIS-H specifically.
- The Principal's thoroughness in preparing, planning and organizing all of the required documents and files needed for the inspection as well as enhancing the MLES Performance Management Policy and implementing both formal and informal supervision and evaluation of the teaching staff.
- The intentional and purposeful professional development plans that have been put in place in anticipation of full implementation of the redesigned Grade 10-12 curriculum.
- The numerous assessment strategies to enhance the English language proficiency of the students including the introduction and use of Schoology by all teachers.
- A caring, supportive and committed administrative and teaching team that cares for the development of the whole student. MLIS-H goes beyond just teaching in the classroom to offer an all-encompassing experience for the students of MLIS-H.
- A positive, cohesive and innovative staff that has established a very collaborative and student-focussed learning environment.
- A concerted effort on the part of all staff to support students in gaining proficiency in the use of English language in the classroom and in extra curricular and co-curricular activities.
- Evidence of many instructional strategies being implemented that take into account that the students are ELL students and that instruction is being adapted to meet the needs of ELL learners.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Director of International Education that the British Columbia Program offered at Maple Leaf International School-Henan be recognized as a British Columbia Certified Program.

