

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADA YANTAI SECONDARY SCHOOL

YANTAI, SHANDONG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 12-13, 2015

INTRODUCTION

On November 12-13, 2015, a Certification Inspection was completed on Canada Yantai Secondary School in Yantai, Shandong 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 Dr. Terence Sullivan and Mr. Ron Wallsmith. Dr. Sullivan served as Chair to the Team.

The School's BC Program has an enrolment of 41 students, consisting of 33 students in grade 10 and 8 students in grade 11. The BC Program is housed within the Yantai # 1 Middle School which enrolls students in grades 6 – 9. The entire School campus, which houses the BC Program, enrolls 6000 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, the support staff and the Principal and Vice Principals of Yantai #1 Middle School.

The Owner/Operator, Mr. John Zhu, is responsible for the BC Program and owns and operates several BC Offshore schools in China including Canada Weifang Secondary School. These schools are certified and inspected by the BC Ministry of Education.

The BC Program's philosophy, objectives and special features include: utilizing the culture and traditions of China, the multi-cultural reality of Canada as a democratic nation, and the proven ability of the Province of British Columbia's Grade 10 to 12 Program to provide a sound



preparation for university level scholarship in English. The school further indicates that by providing a proven comprehensive program of instruction, they will aim to prepare students for future challenges and opportunities by providing students today with the tools they will need for tomorrow.

The Team would like to thank Canada Yantai 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:

This is the first inspection for Canada Yantai Secondary School and as a result there are no requirements to address from previous reports.

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 host school has provided two floors in an existing building on a spacious campus. The space allotted for the BC Program contains classrooms, a library, a principal's office, an office for the secretary to the principal, a teachers' lounge or staffroom and a large boardroom with furniture. The building has also been apportioned new furniture and access to other buildings on campus including existing science labs and physical education facilities. Other required documentation in the Pre Certification Agreement was submitted with the inspection catalogue and will be referenced at other places in this report.

Commendations:

The school and the Owner/Operator have been thorough in assembling the required information contained in the Pre Certification Agreement.



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 has completed and filed a Business Plan with the Ministry of Education. The host school Yantai #1 Middle school with a student population of 2700 students will be a source of future enrollment for the BC Program. It was apparent to the team that there is very strong support by the host school for the BC program. In addition teachers are going out to other middle schools in Yantai to publicize the program. The school has an enrolment of 33 grade 10's and 8 grade 11's in this its first year. The strong support at the Shandong provincial level as well will ensure that there will be strong enrollment in each year going forward and the school will achieve its allowable enrolment of 60 students per grade.

Commendations:

It was very apparent to the team that there is very strong support from the host school administration and the Shandong provincial department of education for the BC program. The Owner/Operator is to be congratulated for his work in achieving such strong support which is critical for the success of the program.

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 team reviewed the documentation from local government and provincial education authorities regarding the operation of the school. The school has on file a copy of a letter from the provincial education authority granting permission for the operation of the BC program, a copy of the certification for the school cafeteria, a copy of the building specifications submitted to local government and safety inspections conducted by local government on the student residences.

The facilities are suitable to support the program.



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 Mr. Rodger Lindstrom of North Vancouver as the Offshore Program Consultant. Mr. Lindstrom remained at the school and supported the team throughout the inspection and meets all the requirements referenced in section 14.00 of the Pre Certification Agreement.

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 served for one year as the Vice Principal of Shangde Experimental School and has three years teaching experience prior to assuming the principalship of Canada Yantai Secondary School. He also has a current Certificate of Qualification from the British Columbia Teacher Regulation Branch. Mr. Bowers has worked hard to prepare for this first certification inspection and all documentation necessary to support the inspection was presented in an organized and comprehensive manner. He has also introduced a comprehensive English Language Assessment for students being admitted to the BC program.

Commendations:

The Administration, staff, OPC and Administration of the host school are to be commended for the high level of preparedness and organization for this first inspection.

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 one 1 FTE Administrative Assistant and receives additional administrative support when needed from the host Yantai Middle School. It was apparent throughout the inspection visit that the Yantai #1 Middle School fully supports the BC Offshore School it is hosting and is willing to provide whatever supports are necessary to ensure its success. The



school has in place the TESS Windsor System to ensure appropriate technology is in place to meet the Ministry requirements.

Commendations:

The support illustrated by the host Yantai #1 Middle School for the development of the Canada Yantai Secondary School is exemplary and worthy of commendation.

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 records for grade 10 and grade 11 were examined and appropriate records were on file for the school at this early stage in its development. The school had not issued its first report at the dates of the inspection. Those records will be included on student files once the first report has been issued. English Language Assessments for the grade 11's were not on file because these students started the year in Weifang which is another BC Offshore School under the same ownership.

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:

All teacher personnel files were examined as well as the personnel file of the principal. All teacher files and the principal's personnel file were complete with the exception of evaluations which would not be a part of the file at this point in the development of the school.

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:

The Team confirms that Canada Yantai Secondary School offers a comprehensive English



Language Assessment consisting of reading, writing, speaking and listening components. The assessment provides the appropriate information to make the selection of students who can be successful in the BC Program possible. As this is the first year for CYSS the Principal was responsible for the first Language Assessment.

CYSS has developed a plan to expose their students to as much English instruction as possible. The Gr. 10 students take English 10 as well as a BAA ESL 10 program. The teacher responsible for those courses is a trained ESL teacher with 9 years of experience in Asia. The eight Gr. 11 students in the school take English 11 as well as Communications 11 from this same teacher. In meetings with the teachers it was indicated that there is regular discussion on strategies to promote English Language acquisition across the curriculum. In our visit we were impressed with the collegiality of the staff. Being a small staff is an advantage in that they have daily interactions to discuss common concerns and exchange ideas on how best to promote English Language acquisition.

Commendations:

The school is to be commended for the time allocated for the development of a strong English program.

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 confirms that the school meets the course credit requirements for equivalency, exemptions and BAA courses. The school has received permission to exempt Mandarin 10 and 11. These courses are delivered by the host school's certified Chinese teaching staff. The Team also confirms that the school offers ESL 10 as a BAA course. Presently every Gr. 10 student takes ESL 10 as well as English 10 while the small Gr. 11 class takes English 11 as well as Communications 11.

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 Team reviewed course overviews for each BC course presently being offered by the school



in the first semester. Each course overview included content, timelines, planning for teaching strategies, assessment indicators and links to prescribed learning outcomes. The course overviews demonstrated alignment between long-term plans, short-term unit plans and daily lesson plans. Unfortunately at the time of our visit the students were writing midterm exams so there were no regular classes for us to observe to confirm that the course overviews were being implemented and followed. However, that did allow time for interviews with all the teachers to confirm that this was the case.

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 confirms that CYSS meets the subject, instructional time and learning outcome requirements for the BC Graduation Program, including the Daily Physical Activity requirement. Each student logs their Daily Physical Activity and it is turned into the teacher at the end of each week. Having a small staff enables the teachers to discuss on a daily basis the instructional strategies that support the learning needs of English Language Learners. As much discussion about the needs of students in the area of English Language Acquisition happens in these informal meetings as in formal staff meetings. In formal staff meetings discussions about academic topics relevant to teaching, learning assessment, policies and procedures occur.

Commendations:

The Team was impressed with the collegiality of the staff. Being a small staff has made this a strength for the school as it allows for much discussion on areas of concern and sharing of classroom strategies that have been successful.

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:

Based upon the Team's observation of student work samples and review of course overviews and grades it was confirmed that the CYSS staff are providing summative and formative assessment strategies to reflect individual student achievement. At the time of the Team's visit the school had not yet issued a formal report card. Teachers presented the Team with sample outcome based rubrics that were an integral part of teachers' assessment of student achievement. The course overviews indicated that teachers were aware of and used the BC



Performance Standards.

As the school is in its first year of operation they are yet to write provincial exams. However, the Principal and staff are already making preparations for the writing of provincial exams at the end of this school year. Those exams will be invigilated by the staff and they are receiving training on the expectations of the Ministry in this regard.

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 Team confirms that CYSS has more than adequate textbooks and other print resources to support the curriculum being offered at this time as well as textbooks for all second semester courses in a storage area near the library. They have more than enough textbooks for their present enrolment and have ordered for the future as well. The classrooms are equipped with smartboards, overhead viewers and a computer console so that teachers can prepare materials ahead of time and use USB's to display material they have prepared.

The school has their own library and although they are in the beginning stages of organizing this library they have a visionary plan for its future. For a beginning library they have a decent number of English novels and they also have 5 computers that have internet access. The spouse of the Principal acts as an education assistant and has set hours where she supervises the library which allows for student access. The school's future plan for the library is extensive and includes adding technology as well as print materials.

The Team confirms that CYSS has their own computer room with access to 30 computers and one teacher computer, all with internet access. They also share a second computer lab with 30 computers. Within the next two years that computer room will also belong to the BC Program. CYSS will be able to write BC Provincial Exams electronically as early as January of this year. They had two students from Grade 11 write the English 10 exam earlier this month with no problems.

Commendations:

The school is to be commended for the vision they have developed for the future of their library. In that vision they have included expansion of print materials, technology and other library uses (eg. level readers program).



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:

At the time of the inspection the school had not yet issued a student progress report card. CYSS plans to use the progress report card program provided by Windsor Tess. The first formal report card will be distributed in the last week of November followed by formal report cards in January, April and June. The school will send home interim report cards in the middle of each semester. Parent Teacher interviews will take place after each report card. Parents may request interviews with teachers at any time through the Chinese homeroom teachers. The school also sends home regular newsletters to inform parents of school happenings.

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 is written in both English and Mandarin and is distributed accordingly. The Handbook contains a policy for student appeals and a separate standalone policy has been developed on Dispute Resolution by the Offshore Program Consultant. The Dispute Resolution Policy will be distributed to both the principal and staff.

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 policy in place for the annual evaluation of both teachers and the principal. Teacher evaluations will begin two weeks subsequent to the inspection and the principal evaluation will be completed by the Offshore Program Consultant by the end of the current school year. The school fully meets the requirements outlined in Section 5.2 of the Inspection Catalogue.



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 Not Applicable

Comment:

The school does not presently offer any courses through Distributed Learning.

CONCLUSION

Commendations

The Inspection Team wishes to recognize the Owner/Operator, Principal and staff of Canada Yantai Secondary School for:

- The school and the Owner/Operator have been thorough in assembling the required information contained in the Pre Certification Agreement.
- It was very apparent to the team that there is very strong support from the host school administration and the Shandong provincial department of education for the BC program. The Owner/Operator is to be congratulated for his work in achieving such strong support which is critical for the success of the program.
- The Administration, staff, OPC and Administration of the host school are to be commended for the high level of preparedness and organization for this first inspection.
- The support illustrated by the host Yantai #1 Middle School for the development of the Canada Yantai Secondary School is exemplary and worthy of commendation.
- The school is to be commended for the time allocated for the development of a strong English program.
- The Team was impressed with the collegiality of the staff. Being a small staff has made this a strength for the school as it allows for much discussion on areas of concern and sharing of classroom strategies that have been successful.
- The school is to be commended for the vision they have developed for the future of their library. In that vision they have included expansion of print materials, technology and other library uses (eg. level readers program).

SUMMATIVE RECOMMENDATION

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

