

# Certification Inspection Report

BRITISH COLUMBIA PROGRAM

*at*

MAPLE LEAF INTERNATIONAL SCHOOL - YIWU

YIWU, ZHEJIANG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 20-21, 2017

## INTRODUCTION

On November 20-21, 2017, a certification inspection was completed on Maple Leaf International School - Yiwu (MLIS-Y), in Yiwu, Zhejiang Province, 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 Executive Director of International Education (the Executive Director), British Columbia Ministry of Education (MoE) in accordance with the *B.C. Global Education Program – Offshore Schools Certification Agreement* (the Agreement), consisted of Gloria Metzger (Chair) and Paul Tigchelaar.

The School's B.C. program has an enrolment of 183 students, in grades 10-12. The School is currently housed on a large campus shared with Maple Leaf Foreign Nationals School – Yiwu as well as the Maple Leaf Chinese elementary and middle school. The entire school, which houses the B.C. program, enrolls over 1200 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 China Maple Leaf Educational System's superintendent of schools, the B.C. principal, B.C. teachers and the superintendent of the Chinese programs.

The owner/operator, China Maple Leaf Educational Systems Ltd. (CMLES) is responsible for the B.C. program at the international and foreign nationals school, as well as the Chinese elementary and middle school.

The B.C. program philosophy, objectives and special features are based on the CMLES emphasis on combining the best of western and eastern educational theory and practice; pursuing academic excellence; and, preparing students to be competent global citizens. Although there



is a corporate philosophy and mission statement, the School is expected to interpret and personalize those statements at the school level.

The Team would like to thank Maple Leaf International School – Yiwu 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:

MLIS-Y had no requirements noted in the last inspection report. Only one suggestion was made which was to collaboratively develop a school-based planning framework for transitioning to the new redesigned B.C. curriculum. This is now a work in progress under the leadership of the CMLES system coordinators and the assistant superintendent of CMLES.

## 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 examined the business plan submitted and had discussions with the principal regarding some the components of the plan. China Maple Leaf Educational System Ltd. operates a total of 70 Chinese and B.C. program schools in the People’s Republic of China. The marketing plan for MLIS-Y includes the goal of having 1,500 students in the next five years in the Foundations, Bridging and B.C. program. Currently, however, the School does not have the capacity for further growth until the foreign nationals new school is completed.



## 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 operates the School in accordance with the laws of the Yiwu Education Bureau, People's Republic of China. It has provided the British Columbia program at Yiwu since September 2015.

The owner/operator's head office administers the B.C. school through a superintendent and deputy superintendent in China. The structure of the CMLES ensures that all requirements of the Agreement are met.

### 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:**

MLIS-Y has been in operation as a B.C. school since 2015.

The head office of the corporation is located in Dalian, Jinshitan Province, PRC and it is responsible for ensuring that the school is in compliance with all local requirements.

MLIS-Y shares a building with Maple Leaf Foreign Nationals School – Yiwu on a large campus, which includes the Maple Leaf elementary and middle School. The B.C. program occupies the third floor of a modern well-equipped building. There are a number of specialized teaching areas, a gym and outdoor activity areas. Teaching staff offices are conducive to regular staff collaboration and discussion. The common areas of the School are very attractively decorated with student work and displays reflecting the values and mission of the Maple Leaf schools.

Medical services are always available on campus.

**Commendation:**

The School is to be commended for the intentional and thoughtful manner in which student work and core values of the Maple Leaf schools are displayed throughout the school.



### 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:

In addition to an OSR, China Maple Leaf Educational Systems Ltd. employs a superintendent of schools. A deputy superintendent assists with the supervision of the school system.

The Team confirms that the OSR responsibilities are effectively and intentionally carried out according to 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 been with the School since its inception which has provided for continuity of leadership and a cohesive growth plan. The principal is an experienced administrator and teacher both in Canada and offshore.

The principal is also responsible for Maple Leaf Foreign Nationals School - Yiwu.

Commendation:

The administration is to be commended for the effective management of two schools with varying needs and different complexities.

**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 principal is assisted in his role by an education coordinator (.5 FTE), who is responsible for professional development, teacher absences, and Power School among other duties. It is anticipated that as the School grows, a vice-principal position will be created. The Chinese staff, under the leadership of the Chinese headmaster, work collaboratively with the B.C. school



staff. Together, they form an effective team and provide support for each other.

**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:**

The School maintains individual student records. All student files were observed to be stored securely in a locked file cabinet located in a locked or staffed office.

The Team noted that a few student files were found to be lacking one or more of the intended inclusions as outlined in Section 3.4 of the Inspection Catalogue. Some PSR cards need to be fully completed and included in each individual student file along with some personal information for some students.

**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. Teacher Regulation Branch.**

The teacher files were found to contain all the required items, including TRB certification and current memberships, resumes, consent forms and teacher evaluations.

The teacher evaluation process is well defined and structured. Each teacher's file has sample lesson plans, observations by the principal, teacher goals, and a formal assessment.

**Commendation:**

The School is to be commended on the thorough manner in which teacher evaluations are completed on a regular basis.



## 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 reviewed curriculum planning documents which showed indications of transitioning to the new redesigned B.C. curriculum. Teachers are engaged in professional dialogue pertaining to the curriculum transition and are looking forward to a one day redesigned B.C. curriculum professional development opportunity that was described very favourably by their colleagues in the MLFNS - Yiwu. Curriculum planning leaders have attended a professional development workshop in B.C. to learn more about the redesigned B.C. curriculum in order to communicate strategic implementation to the MLIS – Yiwu teachers.

Current curriculum planning documents were confirmed by the Team to show some evidence of inclusion of terminology and strategies of core competencies and assessment as well as inclusion of big ideas as articulated in the new 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:**

Prior to admissions, the principal oversees the assessment of each student's English language ability using a proficiency test. Students whose results indicate the possibility for low performance are offered foundations or bridging programs and can advance to the full B.C. program upon successful completion of a B.C. entrance exam.

Once in the B.C. program, teachers use the MLES teaching strategies to support students' English language development. There is also extensive use of formative and summative assessment tools to support student proficiency in English.



**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 MLIS - Yiwu meets the course credit requirements for equivalency, exempted and BAA courses.

The school offers the following approved BAA courses:

- Chinese Social Studies 11
- Chinese Social Studies 12

Course outlines for these BAA courses are available and were reviewed by the Team.

The School offers the following courses exempted from requiring B.C. certified teachers:

- Mandarin 10, 11, 12
- Chinese Social Studies 10

Letters stating exemptions are on file and the course outlines are available in English and were reviewed by the Team.

Currently, the School does not offer the opportunity for students to obtain equivalency credits or to challenge courses.

**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 confirms that all B.C. program courses offered at MLIS - Yiwu have curriculum planning documents as outlined in the Agreement.

The School continues to use the CMLES curriculum overviews that meet or exceed the Ministry standards. The teachers have initiated conversations about how best to transition from the current curriculum to the redesigned B.C. curriculum while maintaining the necessary emphasis on English language acquisition and development.

The content, teaching and learning activities and assessment strategies of the curriculum planning documents indicate some planning towards implementing the redesigned B.C.



curriculum. As part of the planning process towards full implementation of the redesigned B.C. curriculum, teachers are encouraged to ensure the ongoing development of curriculum planning documents that include core aspects of the redesigned B.C. curriculum including big ideas, core competencies and assessment strategies.

**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:**

The Team confirms that the School meets the requirement for instructional time allotments. Student instructional time totals 915 hours per year, which exceeds the minimum requirements for grade 10-12.

**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 has confirmed an initial benchmark of the School's first English provincial exam differential between school mark and exam mark with a goal of establishing no more than a 10% differential. Student achievement and progress is communicated regularly between teachers and administrators and to parents.

MLIS – Yiwu teachers incorporate B.C. formative and summative performance standards into the classroom and encourage student self-reporting and self-assessment.

**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 meets the expectations for learning resources as outlined in Section 4.7 of the inspection catalogue for offshore schools.





Access to Proquest and TumbleBook as a rich resource of reading and research material is available. Library events and weekly visits support the regular use of the library by students.

Grade 10 students are issued laptops, which are used for the instructional program and can be tasked for B.C. provincial e-exams. Access to MLIS – Yiwu wireless network is password protected.

The Team confirmed that all subject areas were generally well supported by relevant B.C. sourced text resources.

#### **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 confirms that MLIS – Yiwu meets the student report card requirements as outlined in section 4.8 of the inspection catalogue for offshore schools.

The School issues four report cards per year at the end of each term in November, January, April and June. B.C. teachers communicate with Chinese teachers who in turn contact parents regarding student progress and marks.

### **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 student/parent handbook outlines the necessary information needed by both students and parents, including names of important school personnel, graduation requirements, student activities, responsibilities and expectations for student behaviour. MLIS-Y does not hold formal parent/teacher interviews, but will meet with parents upon request, or on an as needed basis.



**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:**

MLIS-Y has a very comprehensive teacher handbook that covers all the requirements outlined in section 5.2 of the inspection catalogue including hours of work, benefits, conditions of employment and termination. In addition, there are sections on student-related matters such as student safety, code of conduct and discipline. Professional development and performance management is also covered.

**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:**

The School does not currently offer any DL options for students.

## CONCLUSION

### Commendations

**The Inspection Team wishes to recognize the owner/operator, principal and staff of Maple Leaf International School – Yiwu for:**

- The thoughtful and intentional manner in which student work and the core values of the School are displayed throughout the school building
- The thorough and regular manner in which teacher evaluations are completed
- The effective administration and management of two schools with varying needs and different complexities
- The strategies and the high level of support for staff, which has resulted in an increased rate of retention of teachers.



## **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 Maple Leaf International School – Yiwu continue to be recognized as a British Columbia-certified school.**

