

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

MAJESTIC BC INTERNATIONAL SCHOOL

FOSHAN CITY, GUANGDONG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 19-20, 2018

INTRODUCTION

On November 19-20, 2018, a certification inspection was completed on Majestic BC International School (MBCIS) in Foshan, Guangdong, 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 (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 and Independent Schools, British Columbia Ministry of Education (MoE) in accordance with the *B.C. Global Education Program – Offshore Schools Certification Agreement* (the Agreement), consisted of Dr. Dave Loewen and Mr. Hugh Gloster (Chair).

The School's B.C. program has a current enrolment of 86 students, in grades 9 to 11. MBCIS is located within a host school, Majestic International College (MIC), that has 301 students enrolled in grades 7 to 12. All students attending the college are participating in one of three English language programs – either the B.C. program, the UK IGCSE A-Level program, or the American advanced placement program. There are no Chinese language programs being offered on the campus. The entire School, which houses the B.C. program, enrolls 387 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 principal of the host school who also represented the owner, the education consultant in the advisor department, the Chinese director of the B.C. program, the offshore school representative (OSR), the B.C. principal, B.C. teachers and members of the support staff for the B.C. program.

The owner/operator, MeiLun International Educational Center, represented by the principal of Majestic International College, is responsible for the B.C. program. The owner/operator also



oversees the other programs operating on the campus.

The B.C. program's philosophy, objectives and special features include:

The B.C. program's mission and vision is to prepare each student with the knowledge, skills and attitudes to be successful, contributing global citizens. The School recognizes the need for a range of positive learning experiences for the optimal development of the whole student. The School seeks to balance academic studies with a focus on physical, social and cultural development. The School further seeks to make experiential learning central to students' understanding of the world around them and seeks to nurture the capacity for self-regulation and happiness within a harmonious learning environment. MBCIS also supports Majestic International College's values of Creativity, Cooperation, Challenge and Cheerfulness.

The Team would like to thank Majestic BC International School for its hospitality, cooperation and preparedness for the inspection visit.

The School has satisfactorily addressed requirements contained in the previous inspection report.		
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
<p>Comment: While there weren't any specific requirements resulting from the initial inspection of the school, a series of suggestions were made to support its future direction. Efforts have been made to respond to many of the suggestions in order to improve the operational efficiency of the school and to enhance the educational program.</p>		

BUSINESS PLAN

The owner/operator has submitted a business plan to the B.C. Ministry of Education, confirming the sustainability of the program.	
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Not Met
<p>Comment: The School has added grade 11 this year and will continue to expand with the addition of grade 12 next year. The B.C. staff doubled in size for the 2018-2019 school year, and this growth is anticipated to continue in the years to come. A significant factor in the School's growth and development in the future will be the success of the first groups of graduates and their ability to secure placements in post-secondary programs beyond China.</p> <p>The campus is designed with future expansion in mind, and the owner/operator is investing in additional equipment and resources to support the increase in enrolment. At the same</p>	



time, the offshore school representative and the B.C. principal are working to both retain as many of the existing teachers as possible while also recruiting new ones to meet the anticipated future growth.

The success of the first graduating classes will be of paramount importance in building the reputation of the school and the ability of the B.C. program to attract future students. It continues to be important to also monitor the intake of students to ensure they are ready to assume the challenges of studying in a foreign language.

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 Team reviewed the 2017 letter of ‘consent and approval’ to operate from the local Guicheng Education Bureau. This specifically referenced the 3 unique program offerings at MIC, including the B.C. program.

During the inspection, the offshore school representative also indicated that MIC is working on updating the agreement with the local authority to align with the language required by the province for local authority approval or no objection.

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:

MBCIS is contained within the facilities of Majestic International College (MIC), which is an 8-building complex located on a modern 8-acre campus in a neighbourhood community that also houses elementary and middle schools. The MIC campus includes all the necessary facilities to offer the B.C. program. There are specialty spaces such as science labs, a foods lab, art room, lecture theatre, library and a gymnasium. There is also an artificial turf field, a running track, basketball courts and other open spaces for students. MIC also has other specialty spaces that the B.C. program can access, such as a model U.N. room, music rooms and a Maker Space facility. There is also a plan to add a computer lab to the designated



spaces occupied by the B.C. program. In the interim, B.C. teachers can arrange to use existing lab facilities.

Onsite cafeterias provide food services for the campus and all but two students in the program are accommodated in dormitories during the week. Access to the school is monitored at all times by security staff.

Students are supervised after regular school hours by Chinese staff who oversee the dormitories and liaise with the B.C. program staff as appropriate. Evening study hall takes place between 7:30 and 9:00 p.m. each evening and is supervised by either the Chinese homeroom teachers or the UK staff.

MBCIS provided the following certificates of compliance during the inspection:

- Building inspection certificates from the Nanhai District
- Fire Inspection from the Foshan Public Security Fire Bureau
- Food Business License from the Food and Drug Administration of Nanhai, Foshan and Guicheng covering the operation of the school canteen.

MBCIS has a detailed plan in place that covers major emergencies such as fire, earthquakes, site evacuations, lock downs and bomb threats. Deliberate plans exist for dealing with emergencies that could involve keeping the students on campus or having to relocate them elsewhere. There are also contingencies within MBCIS in the event that alternate arrangements need to be made to continue instruction because the existing teaching spaces cannot be occupied.

Commendation:

The owner/operator is commended for the quality of the facilities and equipment being provided to operate the B.C. program in dedicated space on the MIC campus.

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:

The offshore school representative has an extensive background in education in B.C., having been a teacher, principal and superintendent of schools at the K – 12 level. Until recently, he was also the Dean of a Faculty of Education at a B.C. university and is well connected within



the B.C. and offshore education communities. He is currently serving as the OSR for two offshore schools in China.

The offshore school representative is aware of their obligation to report critical information relating to changes in the operation of the school or ownership structure that could significantly impact the School's operation.

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 is serving in her first year as principal of MBCIS and her second year as an offshore school principal. Prior to that she had 36 years of experience as a public school teacher at the elementary, junior high and high school levels in Alberta and B.C. She also served as a vice-principal as part of her tenure in B.C.

The principal's job description contains several key performance areas and duties that align with the required items in the Agreement.

The principal is full-time in her assignment and has a vice-principal with release time for administrative duties.

Requirement:

The B.C. principal meets the requirements of Schedule "B", Part III, sub-section 1 (eligibility criteria of the principal position) of the Agreement. However, the owner/operator must ensure that the principal has the autonomy to ensure that the B.C. program is delivered in a manner consistent with Schedule "B", Part III, sub-section 1 of the Agreement. This includes having responsibility for establishing the program of teaching and learning activities and for the discipline of students in the program.

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 School has a full-time, English speaking administrative assistant in the B.C. office and a director who works with the B.C. program to liaise with the personnel in the Majestic International College. There is also a Chinese vice-principal who works with the B.C. program principal to deal with issues as they arise. MIC also has a full complement of staff dealing



with areas such as admissions, finance, housing, maintenance and repairs, accounting and human resources.

Commendation:

The owner/operator is commended for the level of support staff in place to assist in the operation of the School.

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 Team examined the student records that are securely stored in filing cabinets in the B.C. principal's office. Each student had a permanent student record (PSR) card showing the personal education number (PEN). The file also contained the student's report cards and English language assessment, along with the new student and parent consent forms based on the Ministry requirements for the 2018/2019 school year.

As the School is now starting to arrange for psycho-educational assessments and is receiving medical alert information for students, it is suggested that the School flag the files of students with any designations and include the supporting documentation in the files and identify the inclusions on the permanent student record. A master list of students with medical alert information should also be maintained in a location that is known to staff and easily accessible.

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.

During the inspection process the issue of the interpretation of the teacher contract was raised by staff. In order to encourage the retention of existing staff and the ability to recruit future staff, the owner/operator and the OSR should review the existing teacher contract to ensure there is no misunderstanding as to the commitments being made by the parties to the agreement.



Requirement:

The owner/operator and the OSR review the existing teacher contract, elements of which are referenced in section 3.5.5 of the inspection catalogue, to ensure there is no misunderstanding as to the commitments being made by the parties to the agreement.

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 observed evidence of most of the components of the new curriculum being implemented in grade 10. This included the use of curricular competencies and big ideas in course overviews but less so in daily lesson planning. The Team was also unable to observe evidence of the consistent and meaningful integration of the core competencies and the First Peoples' Principles of Learning.

The School has sent two teachers to a one-day professional workshop on the new B.C. curriculum.

The Team observed a consistent approach to facilitating student self reflection across the curriculum.

The Team also observed that all teachers get preparation time each day to collaborate on implementation of the new curriculum.

Commendation:

The School is commended for the consistent and intentional use of self-reflection journals across the curriculum. Also, for the scheduled daily preparation time for all teachers to collaborate on implementation of 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:

The School administers an English entrance exam for students seeking admission to grade 9. This exam includes an assessment of listening, reading and writing abilities. An interview is conducted as an essential part of this exam to assess speaking and listening abilities. The pass



rate for acceptance into grade 10 at the School is 65%, however students with less than 65% may be offered entrance to the program.

The School enrolls students in grade 9 and uses this year to focus primarily on literacy skills. The plan is to allow some students to spend two years in the grade 9 program depending on their English language proficiency, however, last year all grade 9 students were automatically enrolled in grade 10 regardless of their English language proficiency.

Two teachers in the School are developing a literacy room in which students struggling with English language acquisition can receive extra support.

The Team observed that the admissions process was overseen by the Chinese administrators and not the B.C. principal. There was also no evidence of ongoing assessment of English language proficiency once students were accepted into grade 9 to discern their readiness for the grade 10 program.

Requirement:

The principal should directly manage the student admission process, including making final decisions with respect to student assessment and admission into the B.C. Program.

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 School practices are in alignment with the International Student Graduation Credit Policy for equivalency and challenge and that a policy to reflect those practices is in process. The School offers the following BAA course: English Language Learning 10. This course overview has yet to be developed according to the new BAA framework and has yet to receive 2018 approval from the Ministry. The School does not offer any courses that are exempted from having B.C.-certified teachers.

Requirement:

The School update and submit the BAA course overview for English Language Learning 10 to the Ministry of Education for approval.



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:

Grade 10 Curriculum: The Team observed evidence that grade 10 course overviews met most of the requirements of the new curricular frameworks. This was observed in yearly overview documents and unit plan/course overview documents but less so in daily lesson plans. Planning for assessment tended to be more consistent with the old B.C. curricular frameworks.

Grades 11 curriculum: Most of the grade 11 course overviews were consistent with the traditional 'course overview' method to show curricular compliance with the prescribed learning outcomes.

4.5 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.

Requirement Met Requirement Not Met

Comment:

The School provides 905 hours of instruction per school year which exceeds the Ministry requirement of a minimum of 850 hours. All four credit courses also meet the instructional time allotment requirements. The school year is divided into two equal semesters and the school day begins at 8:30 AM and ends at 2:50 PM.

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 School does not have any policies in place to ensure school grades accurately reflect individual student achievement. Teachers are encouraged to use criteria and rubrics to determine learning standards are met.



The Team did not observe consistent use of the B.C. performance standards in planning or assessment.

The Team observed consistent use of self-reflection tools to encourage student growth in the area of personal awareness.

Teachers are using a variety of assessment tools to gauge student learning. These include the consistent use of reflective journals, rubrics and project-based learning activities.

The School's security and invigilation procedure for B.C. provincial examinations and provincial assessments involves having two B.C. certified teachers invigilate each exam. All exams will take place in the security of the computer lab. All computers will be set up to ensure no additional apps or software are available for students during the exam. This entire operation is overseen by the B.C. principal.

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 the school library is a very inviting space for student use and the English language component of the library is strong and continuing to grow. There is good use of B.C.-based learning resources to support learning.

Each student at the School also has their own laptop/iPad and is therefore able to access online resources as well as other online information. The School also has a computer lab with 20 computers that it shares with the UK teaching staff. There are plans for a dedicated B.C. program computer lab for 2019-2020.

All learning resources used in the school are approved by the B.C. principal.

Commendation:

The School has a well-designed library space with a strong collection of English materials for the size of the student population.



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:

This year the School is implementing student-led conferences in order to enable students to showcase their work to their parents. Homeroom teachers communicate directly with parents via telephone and WeChat regarding student progress. Should parents or the School have any concern about a student's learning, a meeting is set up.

The School has developed a new report card for the 2019-2020 school year and plans to include student self-reflection on the core competencies in the reporting process.

Commendation:

The School is commended for initiating student-led conferences and allowing students to take more ownership of their learning.

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 Team reviewed the School's updated 2018-19 parent/student handbook. It contains appropriate information for students and their parents on such topics as the educational philosophy of MBCIS, the new B.C. curriculum, the B.C. graduation requirements and the English language learner program. The handbook also introduces the members of the staff and their various roles and lists school policies that directly impact students and their parents. The updated handbook is 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 contains all the required elements as part of the Agreement. The policy regarding the evaluation of teachers is outlined in the handbook and plans were in place at the time of the inspection for the principal to begin the process with her staff.



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: MBCIS does not currently offer any distributed learning (DL) courses.		

CONCLUSION

Commendations

The Inspection Team wishes to recognize the owner/operator, principal and staff of Majestic BC International School for:

- the quality of the facilities and equipment being provided to operate the B.C. program in dedicated space on the MBCIS campus;
- the level of support staff in place to assist in the operation of the school;
- the consistent and intentional use of self-reflection journals across the curriculum.;
- the scheduled daily preparation time for all teachers to collaborate on implementation of the new curriculum;
- the well-designed library space with a strong collection of English materials for the size of the student population; and
- initiating student-led conferences and allowing students to take more ownership of their learning.

Requirements

In order to meet the requirements of the *B.C. Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by April 15, 2019, the owner/operator provide the Executive Director of International Education and Independent Schools, responsible for B.C. Global Education Program - Offshore Schools, with a plan and timeline for proposed implementation of the following items:

- The B.C. principal have the autonomy to ensure that the B.C. program is delivered in a manner consistent with the Agreement. This includes having responsibility for establishing the program of teaching and learning activities and for the discipline of students in the program.



- The owner/operator and the OSR review the existing teacher contract, elements of which are referenced in section 3.5.5 of the inspection catalogue, to ensure there is no misunderstanding as to the commitments being made by the parties to the agreement.
- The principal should directly manage the student admission process, including making final decisions with respect to student assessment and admission into the B.C. program.
- The School update and submit the BAA course overview for English language learning 10 to the Ministry of Education for approval.

SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Executive Director of International Education and Independent Schools that, contingent on responding to the above requirements to the satisfaction of the Executive Director, the British Columbia education program offered at Majestic BC International School continue to be recognized as a British Columbia-certified school.

