

# Certification Inspection Report

BRITISH COLUMBIA PROGRAM

*at*

CANADA BRITISH COLUMBIA INTERNATIONAL SCHOOL - ZIBO

ZIBO, SHANDONG PROVINCE

PEOPLE'S REPUBLIC OF CHINA

OCTOBER 26 - 27, 2023

## INTRODUCTION

On October 26 and 27, a certification inspection was completed on Canada British Columbia International School – Zibo (CBCIS – Zibo) in Zibo, Shandong Province, People’s Republic of China, referred to as the School in this report. The purpose of this inspection was to determine if the requirements for the British Columbia (BC) education program have been met, according to the *BC Offshore School Program Certification Agreement* (the Agreement). The inspection team (the Team), appointed by the Executive Director of the Independent Schools and International Education Branch, British Columbia Ministry of Education and Child Care (the Ministry) in accordance with the Agreement, consisted of Henry Vanderveen and Terence Sullivan, who served as Chair for this inspection.

The School’s BC program has an enrolment of 94 students, in grades 10, 11 and 12. The BC program is located on the campus of Zibo #11 Middle School. The entire school, which houses the BC program, enrolls 4,000 students.

During the visit to the School, the Team reviewed all standards required in the *BC Offshore School Program Certification Agreement* and *Operating Manual* and met with the School’s Owner/Operator, Offshore School Representative (OSR), BC Principal, the host school Principal and BC teachers, support staff and students.

The Owner/Operator, Sunny Bai, is responsible for the BC program. He is the Chief Executive Officer of Beijing Kezhi Times International Consulting Co. Ltd. which has five BC offshore schools in China, a number of Nova Scotia offshore schools, some American program schools as well as Lowell High School in Vancouver.

According to the BC program’s philosophy, objectives and special features, the School is dedicated to preparing students for success in a rapidly changing world by providing a supportive learning environment that recognizes and respects individual differences,



encourages students to challenge personal limits and promotes excellence. The School is also committed to an open communication process whereby students, parents, staff, and administration can work collaboratively to enhance the quality of education provided.

The Team would like to thank CBCIS – Zibo for its hospitality, cooperation, and preparedness for the inspection visit.

<b>The School has satisfactorily addressed requirements contained in the previous inspection report.</b>			
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
Comment: There were no requirements from the previous inspection.			

### BUSINESS PLAN 1.0

<b>The Owner/Operator has submitted a business plan to the BC Ministry of Education and Child Care, confirming the sustainability of the program.</b>		
<input type="checkbox"/> Requirement Met	<input checked="" type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The School has had some challenges coming out of the COVID-19 restrictions. The Principal of the host school and the Party Secretary of the host school have both retired due to the maximum age restriction in China. Enrolment for grade 10 has increased significantly for both 2022/23 and 2023/24 compared with 2021/22 but the School continues to lose some students at the grade 12 level who seek other education options. However, enrolment this year has increased over last year and seems to be returning to pre-pandemic levels. Efforts continue to retain current students and boost recruitment through parent meetings, the retention of a CBCIS university preparation agent, and the promotion of BC education through informing all stakeholders of the advantages of this program model.</p> <p>The School has used student surveys, school-wide writes, staff assessments on the Core Competencies and student attrition rates to determine where increased emphasis on student learning needs to be applied in the future. The School has identified students who struggle with language in grade 11 and 12 and teachers have endeavored to provide additional support to these students. However, some of these students leave the program prior to graduation. The significant staff turnover each year has presented a challenge to effectively deal with this matter going forward. Given the frequent staff turnover and the attrition rate for grade 12, it is important that the School establishes a strategic school improvement plan, based on past and current data, to focus on enhancing learning for the future.</p>		



**Commendation:**

The School is commended for having a high graduation rate and for assisting students in enrolling in universities all over the world.

**INSPECTION CATALOGUE 2.0****2.02 The Owner/Operator meets all requirements as set forth in the Agreement.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met

**Comment:**

The Owner/Operator meets the requirements outlined in section 5, Schedule A of the Certification Agreement as well as section 8 of the Agreement.

The Owner/Operator is aware of his responsibility to report the discipline, dismissal, or suspension of BC certified teachers.

**2.03 The Owner/Operator has written approval from the appropriate government entity to operate the School, as outlined in section 5.03 of the Agreement.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met

**Comment:**

The Team confirms that the School has a letter on file from the Zibo Bureau of Education in Shandong Province giving their express approval to Beijing Kezhi Times International Consulting Company to operate a British Columbia offshore school on the premises of Zibo #11 Middle School.

The School has the necessary approvals to operate the School as outlined in section 5.03 of the Agreement. The approval letter is signed by the Shandong Zibo Bureau of Education and is effective until December of 2027.



**2.04-2.05 The School meets building inspection/safety, food preparation/cafeteria and fire safety codes/regulations. Facilities are deemed to be suitable to support the BC program.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The School occupies two floors in the international department building which contains eight instructional classrooms, three homeroom classrooms, three administration offices, two IT labs, and a library, drama studio, resource room and staff room.

The School has on file a Fire Safety Inspection Report dated September 6, 2023 and a Food Business License dated November 26, 2021 and effective until November 25, 2026 as well as a Seismic Safety Report dated October 19, 2009. The School also has on file an International School Emergency Response Manual which outlines in detail the processes that are to be followed for various types of emergencies that might occur within the School or outside on school field trips.

The School has indicated that in the event of unforeseen natural disasters or temporary or long term closures of the School, CBCIS - Zibo would continue providing lessons via Zoom until in-person classes could resume. In the event of a permanent or long term closure of the School, as many students as possible would be transferred to other CBCIS campuses in China. The Offshore School Representative (OSR) is fully familiar with these plans.

**2.06 Offshore School Representative (OSR) - The Owner/Operator must appoint an individual to act as an OSR. This individual must be confirmed by the Province and must meet all the requirements set out in Schedule B, Part II of the Agreement.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The School has appointed an Offshore School Representative (OSR) for CBCIS – Zibo and he has served in this role since April of 2015. The OSR’s appointment has been confirmed by the Province.

The OSR has been working in BC offshore schools since 1998 and lived in China for twelve years. He has extensive experience working in China and speaks Mandarin. He meets all the necessary requirements to be an OSR as outlined in the Agreement. He is also aware of his obligation to report critical information relating to changes in the operation of the School or ownership structure that could significantly impact the School’s operations.

**Commendation:**

The Team commends the OSR for actively supporting the inspection process.



**2.07 The Principal meets the requirements as outlined in Schedule B, Part III of the Agreement and Section 2.07 (b) of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The Principal has experience as a teacher in British Columbia. He also has extensive experience as a teacher and administrator in offshore schools. He has served as a teacher in Manitoba offshore schools in three different countries. He has served 12 years as an administrator in offshore schools and has worked a total of 24 years in the offshore school system. He is one of the longest serving administrators in British Columbia offshore schools and meets the requirements outlined in Schedule B of the Agreement.

**Commendation:**

The Team commends the Principal for the preparation of the schedule, organizing and providing the supporting documentation and his overall support throughout the inspection process.

**2.08 The School meets the administrative support requirements as outlined in Section 2.08 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The School has a principal and vice-principal. The Vice-Principal also has a full-time teaching assignment.

The School has an administrative assistant and an administrative support position for the international program, as well as an administrative assistant for the promotion of the program. The School also employs two individuals to coordinate the support staff and to organize resources and maintenance. The School has the administrative positions necessary to support the program.

**Commendation:**

The Team commends the support staff for their warm welcome and overall support for the inspection.



**2.09 The School meets the Student Record requirements as outlined in Section 2.09 of the Annual Report.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met

**Comment:**

The Team reviewed a random sample of student files at each grade level at the School. All files examined contained all the items outlined in the Annual Report. The updated consent forms are complete for the 2023/24 school year and contain the updated name of the Ministry of Education and Child Care.

**Commendation:**

The Team commends the administrative support staff for their thoroughness and well-organized student files.

**2.10-2.18 The School meets the teacher certification requirements as outlined in Sections 2.10-2.18 of the Annual Report.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met

**Comment:**

The Team examined each of the records of the teachers teaching in the BC program at the School, including a teacher who is teaching Calculus 12 remotely.

One teacher is in the midst of applying for their BC teacher certification. This teacher was hired late in August to replace a teacher who unexpectedly did not return to the School from the previous year. While the teacher awaits their Letter of Exemption (LOE) and full certification they are being assisted by the Vice-Principal in administering the courses. The teacher has successfully completed a criminal record check (CRC) in China.

The School has one locally certified teacher who delivers Mandarin courses in grades 10, 11 and 12. A copy of the teacher's local certification and their CRC was provided with the inspection documentation. A university degree is required for local certification and the supporting documentation has been provided in English. All support staff at the School have had criminal record checks which have also been provided in English.

**Commendation:**

The Team commends the support staff for the well organised and complete teacher files.

**Requirement:**

The School is required to ensure that an Authorized Person is responsible for delivery the BC educational program.



**Ministry update**

As of January 25, 2024, this requirement has been met to the satisfaction of the Ministry.

**2.19 The School meets the requirements for curriculum implementation outlined in section 2.19 of the Annual Report for offshore schools.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The Team was able to review all curriculum documents before and during the inspection and held interviews with each of the teachers in the BC program.

The Team confirms that the School has fully implemented BC's curriculum. Unit planning documents examined demonstrated Big Ideas, learning intentions, resources, Core and Curricular Competencies, and First Peoples Principles of Learning (FPPL). Curriculum documents provide detailed descriptions of learning opportunities and assessment techniques.

Small classes allow teachers to personalize lessons and instructional approaches are designed to meet the individualized needs of the students.

Teachers incorporate Core Competencies and FPPL into their lessons whenever that can be done meaningfully. Every classroom displays posters of the Core Competencies and FPPL and students are reminded regularly about their centrality to the educational program at the School.

Instructional strategies used by teachers include inquiry-based learning and project-based learning. Projects demonstrate that students are encouraged to think critically and creatively while exploring new ideas. Teachers are committed to providing appropriate experiential learning opportunities for each student and students are fully engaged in their learning.

Although BC's curriculum is in place in most classrooms, some teachers are new to the School and new to the program. Those teachers are still learning how to fully implement BC's curriculum into all their classes consistently.

**Commendation:**

The teachers are commended for their efforts in implementing all the required elements of BC's curriculum into their lessons.



**2.20 The School meets the requirements for English language assessment and acquisition as outlined in Section 2.20 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

In accordance with schedule B of the Agreement, the Principal manages the admission process and makes the final decision with regards to admission.

A student must meet performance requirements on the Zhong Kao Chinese exam and demonstrate 50% English proficiency on the Kezhi BC offshore school English entrance exam. The exam is administered in May/June by the Principal or designate, and students write this assessment again under direct principal supervision in August prior to acceptance. Those students who score between 50-60% on proficiency requirements are monitored and may be placed on an individualized learning plan.

The School uses a variety of classroom-based assessments to monitor students' language acquisition. English teachers complete reading and writing formative assessments at the start of the semester and throughout the school year to track English reading and writing levels.

All teachers are responsible for providing course-specific activities to enhance understanding of vocabulary used in the course along with the expectation that students will use the new vocabulary in written and oral learning presentations.

The School administers a school-wide write using the instructions and rubric for the former grade 12 provincial English assessment twice each year during the graduation program. English Studies Spoken Language 12 is currently offered as a double block in grade 12.

**2.21(a-e) The School meets the course credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in Section 2.21 (a-e) of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The Team confirms that the School meets the course credit requirements (equivalency, challenge, exemptions, and Board/Authority Authorized (BAA) courses) as outlined in section 2.21 of the Annual Report.

Exempted courses offered by locally certified teachers include Mandarin 10, 11, and 12. A letter granting permission for the exemptions is on file. The curricular and planning documents align with BC's curriculum.





Physical and Health Education (PHE) 10 is taught by a BC certified teacher. To meet the Indigenous-focused graduation requirement, the School is offering both First Peoples Spoken Language 11 and First Peoples Spoken Language 12. Next year only First Peoples Spoken Language 11 will be offered.

**2.21(f-g) The School meets the course overview/course planning requirements as outlined in Schedule B Part I, 2. (e) of the Agreement; namely, that all BC program courses offered in the School meet or exceed Ministry learning outcomes/learning standards identified in the educational program guides for each course.**

Requirement Met       Requirement Partially Met       Requirement Not Met

Comment:

The Team was able to conduct a comprehensive review of all planning documentation including course overviews, unit plans and lesson plans.

Teachers utilize a variety of formats to describe their plans, but all course plans include the required elements such as Big Ideas, Core Competencies, Curricular Competencies, English Language learning strategies, First Peoples Principles of Learning, and assessment strategies.

Some plans are developed collaboratively and there are plans in place to provide some cross-curricular learning opportunities for the students this semester.

Commendation:

The Team commends teachers for developing detailed course overviews and unit plans that contain all the essential components of BC's curriculum and provide a framework for meaningful learning opportunities to take place in the classroom.

**2.22 The School meets the instructional time allotment requirements as outlined in Section 2.22 of the Annual Report, 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 Partially Met       Requirement Not Met

Comment:

The Team confirms that the School exceeds the required instructional time of 850 hours. There are 189 days in session with five hours each day totaling 945 hours. The School operates on a semester system.



**2.23 The School meets the assessment methods requirements as outlined in Section 2.23 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

Examination of course outlines, and unit and lesson plans show evidence that the teachers use a variety of teaching strategies and assessments. Detailed descriptions of the teaching strategies and assessments are included in all documents.

During the teacher interviews teachers shared the assessment strategies they use in their courses to measure student progress. Teachers shared assessment instruments such as rubrics, self-assessment and peer-assessment forms, and student work.

The School uses BC performance standards to ensure that assessment aligns with BC's curriculum. Strategies for assessment are discussed at staff meetings and individual administrative-teacher conferences. The Principal reviews student results with teachers at reporting periods and results from school-wide writes and provincial assessments are reviewed and analyzed to adjust teaching and learning methods.

The Provincial Literacy and Numeracy Graduation Assessments are electronically administered. Instructions and passwords are retained and secured by the Principal until the exam date. Electronic assessments are not opened until the time the exams are to be written. Electronic literacy and numeracy assessments are administered in a controlled environment and are monitored by BC teachers. All locally written assessments are monitored by teachers to ensure exam rules are followed.

**2.24 The School meets the learning resources requirements as outlined in Section 2.24 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The School has access to a library for BC students that is open during school hours. There are approximately 600 English language reading selections comprised of primarily fiction titles, some non-fiction, and reference materials. There are multiple textbooks, class sets of novels, and other print resources for teachers to support the implementation of BC's curriculum.

Students do not use computers in class, but the School has two computer labs that students can use regularly for research and writing projects.



Each classroom is equipped with an interactive whiteboard with internet connectivity. There is also one portable interactive whiteboard primarily used in the drama studio and for assemblies.

The agreement between the host school and the BC program makes provision for use of science laboratories.

**2.25 The School meets the student progress report requirements as outlined in Section 2.25 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

Formal student progress reports are issued four times a year (November, January, April, and June). Student self-assessment of Core Competencies are included in reporting for January and June. Parent meetings are held at each reporting period to provide parents with any important information about student assessment.

Students receive translated reports prior to reporting periods to inform parents of academic concerns. Parent meetings are organized following reporting periods in November and April to provide parents with any updated information regarding the implementation of the curriculum and graduation assessments.

**2.26 The School meets the parent/student handbook requirements as outlined in Section 2.26 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The parent/student handbook has been updated for the 2023/24 school year. The handbook contains a section for parent and student dispute resolution and appeals. The handbook is distributed to parents of all grade 10 students on admission and any changes are distributed to all parents of students in grades 10, 11 and 12.

The handbook contains detailed policies regarding assessment, admissions, a code of conduct and emergency procedures. The students are supervised in their dormitories at lunch and in the evening after the school day ends.

The handbook meets the requirements outlined in section 2.26 of the Annual Report.



**2.27 The School meets the teacher handbook requirements as outlined in Section 2.27 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met

**Comment:**

The teacher handbook has been updated for the 2023/24 school year. The handbook contains policies on teacher evaluation and a statement of no liability for the province of British Columbia regarding school contracts of employment.

The School has submitted an administrator evaluation policy not in the handbook and it is consistent with the requirement of section 9.14 of the Agreement.

**2.28 The School meets the Online Learning requirements (formerly Distributed Learning) as outlined in Section 18 of the Agreement and Section 2.28 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met       Not Applicable

**Comment:**

The School does not currently offer any courses via Online Learning.

**2.29 The School meets the requirements for offering Remote Instruction under the BC Offshore School Remote Instruction Policy and as outlined in Section 2.29 of the Annual Report.**

Requirement Met       Requirement Partially Met       Requirement Not Met       Not Applicable

**Comment:**

The School is providing Calculus 12 via Remote Instruction. The appropriate approval is on file in the form of the BC Offshore School Program Remote Instruction Course Planning Form (page 3 of the Remote Instruction Policy). The course is taught by a teacher holding a valid BC Certificate of Qualification (COQ), and the teacher is employed by the School's Owner/Operator company and teaches in the evening from home.

The teacher is instructing one class of students during a class block of the school's timetable, and the school Principal is in the classroom to support students during the instructed course. The Canvas platform is used as an interface for instruction and communication. The students enrolled at the School and taking the remotely instructed course are onsite at the School.



If CBCIS-Zibo continues to use Remote Instruction for courses such as Calculus 12, the School/CBCIS schools should put in place ongoing professional development for teachers involved in instruction through remote learning.

The School offered one 4 credit course last year and is offering one 4 credit course this year through remote learning.

## CONCLUSION

### Requirements

**In order to meet the requirements of the BC Offshore School Program Certification Agreement, the Team requires that by January 25, 2024, the Owner/Operator provide the Executive Director of the Independent Schools and International Education Branch, responsible for the BC Offshore School Program, with a plan and timeline for proposed implementation of the following items:**

- The School is required to ensure that an Authorized Person is responsible for delivery the BC educational program.
  - As of January 25, 2024, this requirement has been met to the satisfaction of the Ministry.

### Commendations

**The Inspection Team wishes to recognize the Owner/Operator, Principal, staff and Offshore School Representative (OSR) of Canada British Columbia International School – Zibo for:**

- the active support of the inspection process from the Offshore School Representative.
- the preparation of the schedule, logistical organization of the inspection and the detailed supporting documentation provided by the BC Principal.
- the warm welcome and overall support for the inspection by the support staff.
- the thorough and well organized student files.
- the well organized and complete teacher files.
- developing detailed course overviews and unit plans that contain all the essential components of BC's curriculum and provide a framework for meaningful learning opportunities to take place in the classroom.
- the high graduation rate and success of students in enrolling in universities all over the world.



## **SUMMATIVE RECOMMENDATION**

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

