

Certification Inspection Report

BRITISH COLUMBIA PROGRAM

at

CANADA KUNMING NO. 10 SECONDARY SCHOOL

KUNMING, YUNNAN PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 11 -12, 2018

INTRODUCTION

On November 11 – 12, 2018 a certification inspection was completed on Canada Kunming No. 10 Secondary School in Kunming, Yunnan Province, People's Republic of China, referred to as CKSS or 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 Ms. Collette Ellis-Toddington and Mr. Edward Noot, who served as the Team Chair.

The School's B.C. program has an enrolment of 86 students, in grades 10 – 12. The Team noted that the School has only one cohort of grade 10s which is down from their usual dual track intake. The B.C. program is housed in Kunming No. 10 Middle School, which enrolls some 2300 students. Kunming No. 10 Middle School is 98 years old and has been located on the current site for 10 years.

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 School's offshore school representative (OSR), B.C. principal, B.C. teachers, the international program director and the host school principal.

The owner/operator, Beijing Kezhi Times International Consulting Co. Ltd., is responsible for the B.C. program. Beijing Kezhi Times International Consulting Co. Ltd. is also responsible for five other B.C. offshore schools, seven offshore schools from another province and two international schools. The owner/operator was encouraged to be present for a portion of the inspection as the School is rebounding from a challenging year in 2017-18, but he was unable to attend. The Team Chair was able to connect with him via a phone call.



The B.C. Program’s philosophy, objectives and special features includes a statement that “The School is dedicated to preparing its 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 Team would like to thank Canada Kunming No.10 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:

The School received two inspections last year. The annual certification inspection occurred in November 2017 and a follow up inspection was conducted on March 8 – 9, 2018. The follow up inspection reviewed the School’s response to the certification inspection report which contained a significant number of recommendations and suggestions.

The follow up supplemental inspection report (March 2018) contained a requirement regarding the acquisition of the appropriate visa for a teacher on staff, this staff member is no longer present at the School and the Team reminds the administration and owner/operator of the importance of all staff possessing proper visas to work in China.

The supplemental report also contained a number of suggestions that address areas that are required for the success of the B.C. program, namely; quality of the educational program; quality and retention of teaching staff; meeting all regulatory and legislative requirements of the government of the People’s Republic of China, the province of Yunnan, the city of Kunming and the province of British Columbia; and recruiting a sufficient number of qualified and interested students.

While one may not be surprised to see some of this issues surface in a newly formed B.C. offshore school, a program that has been in existence for a number of years should not be experiencing these issues. The B.C. program and Chinese school administrators have worked diligently to address issues related to regulatory requirements and program development.

The owner/operator is strongly encouraged to marshal all resources at his disposal to demonstrate his commitment to the quality and sustainability of the B.C. program at Canada Kunming No.10 Secondary School working towards achieving the 150-student target articulated in the business plan.



Commendation:

The School is commended for responding to the 2017 certification inspection report which highlighted a significant number of regulatory and program deficiencies. The owner/operator, offshore school representative, B.C. principal, international program director and host school principal have all worked in conjunction to remedy most of the deficiencies. The School has achieved a marked improvement in one year.

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: A Business Plan has been completed addressing required plans for future growth and sustainability. While the plan does address all required categories, the recent experience at the School calls into question the long-term sustainability of the program. While the School is in its eight year of operation it has recently struggled with staffing retention and student recruitment. The March 2018 supplemental report records in detail the litany of staff turnover during the past four years. While the staff this year are energetic, professional and collaborative, the viability of this program will be dependent on retaining a percentage of them, attracting new competent staff along with increasingly attracting highly qualified students in sufficient numbers. The owner/operator is strongly encouraged to assess contributing factors and take active steps to mitigate any future concerns.

**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 has secured a letter of approval/no objection from the Education Bureau of Panlong District, Kunming. The letter indicates the required approval from this department for the operation of the BC Program (CKSS) at Kunming No. 10 Middle School, owned by Kezhi Times International Consulting Company. The letter is dated December 15, 2017 and contains all required elements as outlined in the inspection catalogue and the certification agreement. The letter is valid for five years though December 2022.



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:

Documented approvals regarding local and provincial building safety and cafeteria codes and regulations were examined by the Team and found to be in order.

The B.C. program is housed within a host school in a 10-year-old modern facility on a large park like campus. The B.C. school has six active classrooms, one book room, one computer lab/library, one administration room, one staff room and a principal's office. The School also shares a science lab with the American program in the host school. The facilities are deemed to be entirely suitable to support the B.C. program.

Emergency preparedness plans were reviewed. The School has clear plans in place for fire, earthquake and security related issues (bomb threat, use of firearms etc.). Plans include a well articulated protocol in the event of an unplanned temporary or permanent closure of the School facility.

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 owner/operator appointed an experienced individual to act as the offshore school representative (OSR). The OSR meets the requirements set out in section 1 of the Agreement and has been confirmed by the B.C. MoE as suitable for this position. The OSR contract began in October 2011 and is renewed annually.

The OSR is instrumental in hiring staff and he was present for the entire on-site inspection.

The Team confirms that the OSR is knowledgeable about all aspects of the School's operations and all related aspects of the owner/operator's business operations; particularly the governance, business and administrative functions of the owner/operator's operation of the School and that he is fully 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.



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 in his first year of leadership at the School and meets all requirements as outlined in the Agreement. He is a B.C. certified educator with appropriate training and experience. He has acquired relevant experience both offshore and in B.C. He is completing a doctoral program in education at Simon Fraser University (SFU).

The job description is comprehensive and clear, outlining all elements required in the Agreement.

The Team notes this this principal is the third principal in three years. This level of turnover in the key leadership position in the School is concerning. Once again, the owner/operator is encouraged to focus his efforts on establishing greater continuity in this role.

Although the School is small it has appointed a vice principal to provide additional leadership support, particularly on the new curriculum. This position provides the potential for leadership continuity into the future and frees up the principal to increase his involvement in student recruitment.

Commendation:

The Team commends the principal and vice-principal for their excellent level of preparedness for this inspection both in terms of policy and regulatory items and in terms of offering relevant and engaging professional development to their staff on the requirements of the new curriculum.

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:

As recommended in the 2017 certification inspection report, the School hired a full-time administrative assistant who manages the office, student and teacher files and supports all administrative functions. The School also added a vice-principal, whose role is mostly focussed on educational support and new curriculum professional development and support.

This increased administrative and professional development support will allow the principal to engage in focussed student recruitment to help move the school towards its targeted enrolment.



The Team also noted the excellent support and engagement of the Chinese principal and director of international education. They understand the B.C. program well and support it in any way possible.

Commendation:

The Team commends the owner/operator for providing strong administrative support via the addition of an administrative assistant and a vice-principal. The Team also commends the constructive and collaborative working relationship between the B.C. principal and the Chinese principal and director of international education.

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:

Student records are meticulously maintained and contain all required elements, including the newly developed personal information consent forms.

The addition of the administrative assistant position has improved record keeping and office efficiency. The newly hired assistant has mastered the use of TESS and is proving to be a great asset not only to the principal, but to the school community in general.

The School has access to computer labs as outlined in Schedule F of the Agreement. A new updated lab is dedicated to the B.C. program students which will enhance accessibility.

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, but one, authorized persons under the Agreement possess valid and current certification under the B.C. Teacher Regulation Branch.

One teacher certification file (as outlined in the Annual Report) is pending with the B.C. TRB. The Team verified that the applicant's file is complete and is in the evaluative process at the TRB. The teacher has been granted a temporary exemption until November 26, 2018. The OSR and the B.C. principal are aware of the requirement to confirm certification or to request an exemption extension from the Executive Director by November 26, 2018.



The Team verified that valid criminal record checks are in place for all non-teaching / non-certified staff in the B.C. program, including local criminal record checks for the Chinese homeroom teachers.

Staff contracts were reviewed and found to be comprehensive and reasonably competitive, addressing all the required areas. The owner/operator is reminded of the need to offer competitive salaries and benefits as the supply of BC certified teachers remains limited.

Staff turnover at the School is an area of concern. As articulated earlier in this report the litany of turnover in the past number of years raises concerns with regards to program sustainability and continuity. The Team is encouraged that some staff are in their second year at the School and that the OSR was able to recruit experienced administrators. The staff are highly committed to maintaining program continuity and to enhancing school culture and their efforts in this respect are commendable.

The School also has one teacher currently on an 'L' visitors visa. The School is aware of the importance of obtaining appropriate visa status and has a plan in place to do so. The teacher was hired late in the year and the visa application process has proven challenging, but the School believes this situation will be addressed in the near future. The School is required to confirm receipt of a valid working visa to the Executive Director no later than December 31, 2018.

Teacher files are in order and well maintained and include evidence that teacher evaluations are occurring as per school policy.

Requirement:

The School must report to the Executive Director on the status of the teacher certificate by Nov. 26, 2018 and must confirm receipt of an appropriate working visa by December 31, 2018.

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 School has fully implemented the new curriculum at the grade 10 level. Many of the grade 11 and 12 courses observed are using aspects of the new curriculum. There are plans for further grade 11 and 12 implementation during the second semester. The instructional



strategies that the teachers were observed using reflect a good understanding of the curricular competencies.

First Peoples' Principles of Learning are evident in the course planning and visually throughout the School.

Large colourful posters detailing the core competencies are posted in the hallways and each classroom. They are used as an instructional tool as well as a reminder of their importance. Students are able to identify which competency is being addressed in a variety of situations.

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 has an entrance assessment process that is comprised of listening, vocabulary, grammar, reading comprehension and writing tests as well as an interview by the principal.

The School has incorporated the B.C. MoE ELL standards matrix to assess and monitor language development. A proficiency assessment is conducted each term and interventions are put in place for students requiring them. A daily reading program has been implemented in all language arts classes and sufficient resources have been acquired to enable this 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 confirmed that the School has approval to offer Physical Education 10, Mandarin 10, 11 and 12 as exempted courses under the terms of the Agreement.

The School utilizes one BAA , ESL 10 which is duly approved and reflects all aspects of the new curriculum.



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 grade 10 course outlines and unit plans have been written to reflect the new curricular framework. All plans were reviewed and reflect the commitment and understanding of all aspects of the curricular framework. The detailed overviews include teaching strategies, assessment methods, work habits and content with appropriate reference to the big ideas, curricular competencies, learning intentions and activities, inquiry questions, accommodations for ELL students, First Peoples' Principles of Learning and career connections. The Team noted that the School has already incorporated the framework of the new curriculum as outlined above into course overviews for grades 11 and 12.

Staff planning and weekly collaboration meetings to further enrich the understanding of the curriculum gives evidence to their full commitment to the curriculum at all levels.

Commendation:

The staff is commended for successfully implementing the grade 10 curriculum and for extending their planning and implementation to grades 11 and 12.

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 exceeds the instructional time allotment with 1017 hours of annual instruction time, while operating on a semester system. The timetable is designed so that club activities occur in the middle of the day. This gives importance to these opportunities for students to improve their spoken language skills in settings beyond the classroom setting. Activities change throughout the year and are well received by the students. These clubs represent Daily Physical Activities.



Commendation:

The staff is to be commended for the variety of clubs that not only meet the interests of the students but build on community service and develop student leadership.

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 noted that the School uses the BC MoE performance standards as one tool for assessment of learning. Classroom assessments include student self-assessment, peer assessment, quizzes, projects, reflections, and teacher designed rubrics. The staff utilize cross curricular marking to ensure that student achievement is consistent with provincial expectations. Students requiring extra support receive it after school.

The data on the provincial exam results indicated discrepancies between school grades and provincial examination results. The staff are double marking student work, using performance standards, quick scales, term formative and summative assessments and extra support to improve student outcomes and reduce the discrepancies between school grades and provincial examination results.

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 has the necessary learning resources for the courses taught. They are in the process of attaining Social Studies resources for the grade 10 program. New reading resources have been added to a small, emerging library housed in a new computer lab. The OSR has signed off on the new learning resources. The computer lab is dedicated to the B.C. program and will allow easier access to English based online resources for all classes.

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 student progress documents meet the ministry requirements. There are four formal report cards as well as interim reports sent midterm. There is documentation that may be



sent to parents when a student is experiencing limited success or support plans for incomplete course work. Student led conferences occur following each formal report card. Teachers use a software program that allows students to receive and track their grades in a timely manner.

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 bilingual parent/student handbook has been updated for the current school year and contains all required elements. The handbook containing the dispute resolution policy and procedure is distributed to all school staff, parents and guardians.

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 teacher handbook which addresses all required areas in sufficient detail.

Teacher and principal evaluation policies are in place and the School is committed to implementing them throughout the school year.

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 is planning to offer Biology 12 and Calculus 12 via distributed learning (DL) next semester. A staff sponsor has been assigned to provide onsite support during regularly scheduled student work times. The School is exploring coordinating some live streaming with the assigned DL instructor.



CONCLUSION

Commendations

The Inspection Team wishes to recognize the owner/operator, principal and staff of Canada Kunming Secondary School for:

- responding to the 2017 certification inspection report which highlighted a significant number of regulatory and program deficiencies
- the excellent level of preparedness by the principal and vice-principal for this inspection both in terms of policy and regulatory items and in terms of offering relevant and engaging professional development to their staff on the requirements of the new curriculum
- for providing strong administrative support via the addition of an administrative assistant and a vice-principal
- establishing a constructive and collaborative working relationship between the BC Principal and the Chinese principal and director of international education
- successfully implementing the grade 10 curriculum and for extending their planning and implementation to grades 11 and 12
- offering a wide variety of clubs that not only meet the interests of the students but build on community service and develop student leadership

Requirements

In order to meet the requirements of the *B.C. Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by November 26 and December 31, 2018 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:

- update MoE on teacher certification for one staff, as highlighted in the Annual Plan, by Nov. 26, 2018
- confirm with MoE the acquisition of a working visa for one staff by December 31, 2018

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 Canada Kunming Secondary School continue to be recognized as a British Columbia-certified school.

