

Ministry of Education

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Ministère de l'Éducation

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September 22-2009

Anchuan Jiang, Principal
4580 Dufferin St., Suite 600,
Toronto, Ontario M3H 5Y2

Dear Principal Jiang,

The *Private School Inspection Report* covering the secondary school courses offered for credit in school year 2008-2009 is attached. The *Report* provides an assessment of the school's compliance with appropriate Ministry of Education policies and indicates the extent of your authority to grant credits towards the Ontario Secondary School Diploma.

If you have any questions about the *Report*, please contact the inspecting supervisory officer directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Young".

Jennifer Young
(A) Coordinator, Private Schools and Attendance

c.c. Nancy Gilbert, Toronto and Area Regional Office



Ontario

**MINISTRY OF EDUCATION
PRIVATE SCHOOL INSPECTION REPORT
2008-2009**

The purpose of the Ministry of Education’s inspection of a private school is to ascertain whether the standard of instruction in courses leading to Ontario Secondary Diploma (OSSD) is satisfactory. This means that the structure of the courses, the quality of the teaching, and the work of the students must be sufficiently consistent with the Ministry of Education’s curriculum guidelines and appropriate policy documents.

The Ministry of Education’s inspection report is based on interviews with the principal and other school staff, on discussions with teachers, on visits to the classrooms, on observation, and on examination of school documents and records of students’ work.

School	Ontario International College	School BSID Number	666777	
Address	4580 Dufferin St., Suite 600, Toronto, M3H 5Y2			
Campus, if applicable	n/a			
Principal	Anchuan Jiang			
Phone	416-739-1888			
E-mail	principal@oicedu.ca			
Web Site	www.oicedu.ca			
Total Student Enrolment in Credit Courses: 37				
	Grade 9	0	Grade 10	0
	Grade 11	7	Grade 12	30
Date of Previous Inspection	March, 2007			
Previous Inspecting Supervisory Officer	Joan Reimer			
Date of Inspection	March 31, 2009			

Inspecting Supervisory Officer	R.C. Shelswell
School Description: A private secondary school for visa students	

ITEM	Yes "X"	No "X"	Does not apply "X"	Comments
The school has addressed the Issues from the previous Inspection Report in a satisfactory manner.	x			
The school addressed the Recommendations from the previous Inspection Report in a satisfactory manner.	x			
The school submitted its previous statistical report to the ministry.				
<i>School Policies, Practices, Procedures, and Record Keeping</i>				
Course Calendar The Course Calendar contains complete, detailed, accurate, and up-to-date information about diploma requirements and the programs and courses offered by the school.	x			
Community Involvement 1. The school establishes a procedure for approval and recording of community involvement activities.	x			
2. The school retains appropriate documentation for community involvement activities.	x			
Ontario Secondary School Literacy Course (OSSLC) The school establishes a procedure for offering the OSSLC.	x			
Substitutions 1. There is an established procedure for the substitution of compulsory courses.			x	

ITEM	Yes "X"	No "X"	Does not apply "X"	Comments
2. There is appropriate documentation in the OSR for substitutions of compulsory courses.			X	
3. Substitutions are indicated with an "x" on the OST.			X	
“Reach Ahead” Credits 1. There is an established procedure for the supervision of elementary students who take secondary “reach ahead” credits.			X	
2. There is appropriate documentation in the OSR for elementary students who "reach ahead" to take secondary courses.			X	
Prerequisites 1. There is an established procedure for waiving prerequisites.	X			
2. There is appropriate documentation in the OSR when prerequisites are waived.	X			
Attendance There is an established policy regarding student attendance and a procedure for recording student absences.	X			
PLAR 1. There is an established procedure for awarding credit equivalencies.	X			
2. There is a copy of the equivalency assessment in the OSR.	X			
3. There is an established procedure for students who wish to challenge courses.			X	

ITEM	Yes "X"	No "X"	Does not apply "X"	Comments
Independent or Private Study 1. There is an established procedure for offering independent or private study.			X	
2. Records are retained for students involved in independent or private study.			X	
Course Outlines Course outlines are on file and up to date.		X		
Music Certificates Copies of certificates are on file for programs in music taken for credit outside the school.			X	
Hours for Credits All credit courses are scheduled for a minimum of 110 hours and documented on the school's timetable.	X			
Locally Developed Course There is documentation of Ministry of Education approval of locally developed courses.			X	
Classroom Practices: Assessment and Evaluation of Student Achievement				
Assessment and evaluation strategies are based on the provincial curriculum expectations.	X			
Assessment and evaluation strategies are based on the achievement level descriptions and categories in the achievement chart.	X			

ITEM	Yes "X"	No "X"	Does not apply "X"	Comments
Assessment and evaluation strategies are varied in nature, administered over a period of time and designed to provide opportunities for students to demonstrate the full range of their learning.	x			
70% of the grade is based on evaluations conducted throughout the course, with special consideration being given to more recent evidence of achievement.	x			
30% of the grade is based on a final evaluation, in a form suitable to the course content.	x			
School Record Keeping: Ontario Student Records (OSR)				
The school has documented policies and procedures for the establishment, maintenance, use, retention, transfer, and disposal of OSR.	x			
Information is recorded correctly on the OSR Folder.		x		
Report cards are filed for each reporting period.	x			
The type of information stored in the documentation file is appropriate.		x		
Ontario Student Transcript The school initiates, maintains, issues, and stores an OST for every student enrolled in accordance with the <i>Ontario Student Transcript Manual, 2007</i> .		x		

RECOMMENDATIONS

ISSUE(S)	RESOLUTION
Course Outlines	School must adopt a common template for course outlines so that 1) the hours allocated to the units add up to 110 hours 2) A & E will explain the grade breakdown with a 70/30 split
OSR Folder	The school must complete the retirement information on the folder
Documentation File	The school must reorganize the OSR and use Documentation files
OST	Once a student retires an OST must be issued for the student

AUTHORIZATION TO GRANT CREDITS

X	The principal is authorized to grant credits.
	The principal is not authorized to grant credits.
	It is recommended that the school be inspected in school year 2009-10.