

The background of the slide features an abstract design. It consists of several overlapping, organic shapes in various shades of blue (from light sky blue to deep navy) and grey, set against a solid tan or beige background. These shapes are concentrated along the left and bottom edges, creating a sense of depth and movement. A white rectangular box with a thin grey border is positioned in the upper-middle section of the slide, containing the title text.

Continuing Education Operational Plan

2025-2026

DEPARTMENT OVERVIEW

- **CONTEXT:**

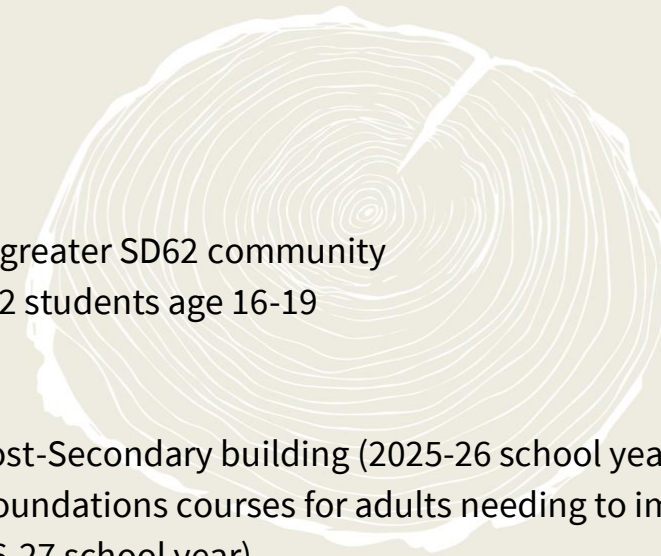
- SD62 Continuing Education's programs currently consist of:
 - Online Learning for Adult Students
 - SD62 Full Credit Summer Learning (partnership with SD62 Online School)
 - SD62 Careers department programming
 - Fast Forward to Graduation Adult Dogwood Graduation program
 - Vancouver Island Regional Correctional Centre (VIRCC) School program
- SD62 Continuing Education serves school age students age 16 – 19 as well as adult students
 - 2023 BC Graduation Diploma programming
 - BC Adult Dogwood Graduation Diploma programming
 - Upgrading for graduated adults in Ministry funded courses

- **MANDATE:**

- To provide quality educational programming for adults that meets the needs of the greater SD62 community
- To provide Full Credit Summer Learning and Career Education opportunities to SD62 students age 16-19

- **VISION**

- To establish SD62 Continuing Education within the context of the new Westshore Post-Secondary building (2025-26 school year)
- To expand SD62 Continuing Education's programming to include English Literacy Foundations courses for adults needing to improve their English literacy skills to meet their future education and/or employment goals (2026-27 school year)



SD62 CONTINUING EDUCATION DEPARTMENT PLAN 2025-2026 DELIVERABLES AND METRICS: LEARNING

STAFF WILL	INTENDED IMPACT	MEASURES	PROGRESS & EVIDENCE
GOAL: INSERT GOAL – Implementation of a new Fast Forward to Graduation Program at the Westshore Post-Secondary building			
Staff Will: <ul style="list-style-type: none">Implement a Fast Forward to Graduation program for adults (18+) wanting to obtain their Adult Dogwood Diploma (September 2025)Establish a schedule and structures for the Fast Forward to Graduation programClearly identify and document teacher roles/expectations and programming goalsIdentify and address barriers to participation and success for studentsFoster inclusive practices that create a sense of belonging for all students and staff	Intended Impact: <ul style="list-style-type: none">New graduation pathway for learners 18+ who want to obtain a BC Adult Dogwood Graduation diplomaOpportunity for students 18+ to work towards graduation in an adult focused environmentClarity of programming expectations to allow for continuity/consistency of the program from year to yearIncrease student participation in the Fast Forward programCreate a sense of belonging for all Fast Forward to Graduation students and staff	The Department will show progress by: <ul style="list-style-type: none">Successfully implementing the Fast Forward to Graduation Program with cohorts starting in September 2025 and February 2026Establishing SD62 Continuing Education within the new Westshore Post-Secondary buildingHaving documentation of teacher roles/expectations and programming goalsExploring the various barriers potential students have and establishing ways to support students in overcoming those barriersCollecting evidence of sense of belonging levels for students and staff	The Department has demonstrated progress by: <ul style="list-style-type: none">Bullet text goes here.
GOAL: INSERT GOAL - Continued Development of the SD62 Program(s) Plan for the Westshore Post-Secondary Building			
Staff Will: <ul style="list-style-type: none">Collaboration with other departments/programs/schools to explore options for the expansion of SD62 Continuing Education programsExplore the viability of offering night school continuing education classesExplore the viability of offering summer term continuing education courses for adult learnersDevelop an advertising plan to promote continuing education programming/enrolment	Intended Impact: <ul style="list-style-type: none">Collaborative dual credit program offerings that benefit grade 10-12 studentsExplore the option of offering workplace training opportunities for students such as food safe and other similar workplace training certificates.Increased availability of in-person course options for adult learnersClear advertising of Continuing Education program offerings for grade 10-12 and adult learners	The Department will show progress by: <ul style="list-style-type: none">Working towards piloting a summer CE term for adult students wanting in-person courses (possibly summer 2026)Working towards piloting in-person evening course programming for adult studentsExpanding school/program goals to include pilot programs for additional Continuing Education programming including dual credit and workplace training options	The Department has demonstrated progress by: <ul style="list-style-type: none">Bullet text goes here.
GOAL: INSERT GOAL - Pilot a Literacy Foundations Program for Adult Learners using the Ministry of Education and Childcare’s Literacy Foundations Curriculum for 2026-2027			
Staff Will: <ul style="list-style-type: none">Develop and implement a Literacy Foundations program that offers English Literacy Foundations core and companion courses to adults in the community looking to develop their literacy skills	Intended Impact: <ul style="list-style-type: none">Successful implementation of this pilot programIncreased English Literacy levels within the parents/adults in SD62’s newcomer familiesIncreased access to in-person basic education for SD62’s adult students	The Department will show progress by: <ul style="list-style-type: none">Determining which Literacy Foundations English course levels will be offered to students in the 2026-27 school yearEstablishing location and schedule for delivery of Literacy Foundations English courses	The Department has demonstrated progress by: <ul style="list-style-type: none">Bullet text goes here.

<ul style="list-style-type: none">• Determination of a viable model for the delivery of Literacy Foundations English courses• Collaborate with SD62’s ISP/ELL department staff to advertise and promote English literacy foundations classes (levels 1-7)• Explore possible collaboration with the Victoria Literacy Connection with regards to supporting student with English literacy needs.• Develop an intake and assessment process that guides student placement in the appropriate level of literacy foundations	<ul style="list-style-type: none">• Provide English Language Learning supports to adults of newcomer families living within SD62	<ul style="list-style-type: none">• Developing a process for student intake and student placement assessments• Preparing an advertising plan for Literacy Foundations course offerings	
---	--	---	--

SD62 CONTINUING EDUCATION DEPARTMENT PLAN 2025-2026 DELIVERABLES AND METRICS: ENGAGEMENT

STAFF WILL	INTENDED IMPACT	MEASURES	PROGRESS & EVIDENCE
GOAL: INSERT GOAL - Revitalization of SD62 Continuing Education’s self-paced online courses for adults and Relocation of the Storefront Student Support Classroom			
Staff Will: <ul style="list-style-type: none">Relocation of SD62 Continuing Education’s storefront classroom from Belmont Secondary to the new Westshore Post-Secondary building in LangfordDevelop a Continuing Education advertising plan that includes information on online courses for adult studentsExplore the viability of increasing storefront support hours and/or offering separate supervised testing appointments	Intended Impact: <ul style="list-style-type: none">Increased visibility and accessibility of SD62 Continuing Education’s self-paced online courses, storefront support classroom, and supervised testing locationsIncreased adult student enrolment and participation rates in online coursesIncreased success rates for adult learners in SD62 Continuing Education’s online courses.	The Department will show progress by: <ul style="list-style-type: none">Opening the new storefront support classroom at the John Horgan building to studentsDocumenting level of student use of the storefront support classroom to make decisions around the number and type of storefront support hours to offerCreating an advertising plan for continuing education course/program optionsTracking enrolment, activation and completion rates for adult (CE) students in online courses	The Department has demonstrated progress by: <ul style="list-style-type: none">Bullet text goes here.

SD62 CONTINUING EDUCATION DEPARTMENT PLAN 2025-2026 DELIVERABLES AND METRICS: GROWTH

STAFF WILL	INTENDED IMPACT	MEASURES	PROGRESS & EVIDENCE
GOAL: INSERT GOAL			
Staff Will: <ul style="list-style-type: none">Bullet text goes here.	Intended Impact: <ul style="list-style-type: none">Bullet text goes here.	The Department will show progress by: <ul style="list-style-type: none">Bullet text goes here.	The Department has demonstrated progress by: <ul style="list-style-type: none">Bullet text goes here.