



Norwich Regional Adult Education 2025- 2026 DRAFT SCHOOL IMPROVEMENT PLAN

For additional specifics, please see our [ED 244 document](#)



Goal #1: Digital Literacy

To implement a comprehensive Digital Literacy Program that empowers adult learners with the essential technological skills needed to navigate an increasingly digital world, improve employment opportunities, and enhance their overall quality of life.

Goal #1 Strategies Action Plan

- i. Increase Basic Digital Competency**
- ii. Enhance Workforce Readiness**
- iii. Promote Digital Citizenship and Online Safety**
- iv. Expand Access to Digital Resources**

District Strategic Plan Connection: This goal supports Norwich Public Schools’ district goals by fostering inquiry, expression, critical thinking, and perseverance as adult learners build essential digital skills to engage more effectively in work, community, and lifelong learning.

Goal 1 Actuals

- at least 80% of participants will demonstrate proficiency in basic computer skills
- At least 70 % of learners will complete job-related digital skills training
- 90% of participants will demonstrate an understanding of digital safety practices
- At least 75 % of participants will successfully use an online service

Goal #1 Metrics

1. Pre- and post-program assessments evaluating digital skills.
2. Successful completion of workforce-related digital tasks
3. Cybersecurity quiz completion, practical exercises, self-reflections
4. Hands-on assignments, post-program surveys



Goal #2: Implementation of College and Career Readiness and/or English Language Proficiency Standards

To integrate College and Career Readiness (CCR) Standards and English Language Proficiency (ELP) Standards into adult education programming, ensuring that learners develop the academic, workforce, and language skills needed to succeed in higher education, career pathways, and daily life.

Goal #2 Strategies Action Plan

- i. Align Instruction with Rigorous Academic and Workforce Standards:**
- ii. Support English Language Development for Career and Academic Success:**
- iii. Personalize Learning Pathways to Meet Individual Needs:**
- iv. Personalize Learning Pathways to Meet Individual Needs:**

District Strategic Plan Connection (#2):

This goal aligns with Norwich Public Schools’ district goals by promoting critical thinking, expression, organization, and collaboration as adult learners strengthen academic, workforce, and language skills to thrive in education, careers, and community life.

Goal 2 Actuals

- **75% of learners** will demonstrate proficiency in key skills aligned with CCR standards by the end of the program
- **70% of (ELLs)** will advance by **at least one English language proficiency level**
- **65% of learners** will successfully complete career-related communication tasks.

Goal #2 Metrics

1. Pre- and post-assessments in reading, writing, and math aligned with CCR standards. Instructor evaluations of learner progress.
2. **Performance on** standardized language assessments (e.g., CASAS).
3. Performance-based assessments (e.g., mock interviews, written professional emails, workplace simulations).



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Goal #3: Career Pathways including Career Navigation

To develop and implement a Career Pathways and Career Navigation program that equips adult learners with the skills, resources, and support needed to enter and advance in high-demand careers, achieve economic self-sufficiency, and pursue lifelong learning.

Goal #3 Strategies Action Plan

- i. **Develop Career-focused Education and Training Programs**
- ii. **Provide Career Navigation and Support Advising**
- iii. **Strengthen Workforce Readiness and Soft Skills Development**
- iv. **Establish Clear Career Pathways with Stackable Credentials**
- v. **Expand Access to Work-Based Learning Activities**

District Strategic Plan Connection (#3)

This goal reflects Norwich Public Schools' district goals by fostering perseverance, reflection, collaboration, and organization as adult learners prepare to enter and progress in high-demand careers while building the skills for lifelong learning and self-sufficiency.

Goal #3 Actuals

- **85% of program participants** will complete a plan outlining their educational and employment goals.
- At least **75% of learners** will demonstrate proficiency in workforce readiness skills
- **70% of learners** will complete an industry-recognized certification or credential relevant to their career pathway.
- **80% of participants** will engage in at least one career navigation service
- **65% of learners** will demonstrate proficiency in digital literacy and job-specific technical skills needed for their chosen career.

Goal #3 Metrics

- Completion of Student Success Plan (SSP). Career assessment results and goal-setting worksheets.
- Certification exam results and completion records. Enrollment data in credentialing programs.
- Attendance logs for career navigation workshops and employer networking events.
- Case management and advisor session documentation. Digital and technical skills assessments.



Goal #4: Transition and Support Services

To develop and implement **Transition and Support Services** that provide adult learners with the guidance, resources, and assistance needed to successfully transition into postsecondary education, workforce training, or sustainable employment while addressing barriers that may hinder progress.

Goal #4 Strategy Action Plan

- i. **Facilitate Seamless Transitions to Postsecondary Education & Workforce Training**
- ii. **Enhance Academic and Career Counseling Services:**
- iii. **Provide Wraparound Support Services to Address Barriers:**
- iv. **Improve College & Career Readiness through Skill-Building Workshops:**
- v. **Strengthen Employer & Community Partnerships:**
- vi. **Foster Peer Support & Mentorship Opportunities:**

District Strategic Plan Connection (#4)

This goal advances Norwich Public Schools' district goals by emphasizing attentiveness, perseverance, reflection, and collaboration as adult learners receive support and resources needed to overcome barriers and transition successfully into education, training, or employment.

Goal #4 Actuals

- 60% of program participants will successfully enroll in postsecondary education, workforce training, or apprenticeship programs within six months of program completion.
- 85% of participants with identified barriers (e.g., childcare, transportation, financial hardship, housing instability) will receive referrals or direct assistance
- 80% of participants will complete at least one transition-related activity,
- 75% of learners will demonstrate proficiency in key soft skills such as communication, time management, teamwork, and digital literacy for workplace success.

Goal #4 Metrics

- Enrollment tracking through partnerships with colleges and training institutions. Follow-up surveys and interviews at 3- and 6-month intervals
- Case management records documenting referrals and support received. Learner self-reports on services accessed and effectiveness.
- Attendance records for counseling sessions, workshops, and college fairs. Completion of FAFSA or other financial aid applications.
- Pre- and post-program assessments of soft skills and digital competency. Employer feedback from work-based learning experiences.