

Hmong Cultural Center

Instructional Program Description

Consortium name	Saint Paul Community Literacy Consortium
Staff contact	Mark Pfeifer
Date of last update	01.31.26
Policy guidance	From Minnesota ABE Policies website (mnabe.org/law-policy/minnesota-adult-education-policy): • Eligible Content Policy • Distance Learning Policy
Additional resources	ATLAS website (www.atlasabe.org) WIOA Regulations and Definitions (available at mnabe.org/law-policy/federal-law-guidance) Minnesota ABE Distance Learning website (www.literacymn.org/distancelearning/)

Introduction

This document outlines the local ABE consortium's instructional programming, describing how the consortium is complying with state and federal guidance for ABE programs, including the following requirements:

- ABE students must be enrolled and receiving instruction in at least one of the following **core content** areas: reading, writing, math, speaking, listening, ESL, or GED/diploma (except in the case of Conditional Work Referral).
- ABE programs are expected to integrate the state's **content standards** for Adult Basic Education, which have been identified as the College and Career Readiness Standards for Adult Education (CCRS), the Academic, Career and Employability Skills (ACES) Transitions Integration Framework (TIF) and the Northstar Digital Literacy Standards.
- ABE instructional content is expected to align to the **allowable activities** as listed in Title II (AEFLA) of the Workforce Innovation and Opportunity Act (WIOA)

In addition, ABE programs are expected to align instruction to **best practices** as identified in rigorous and scientifically valid research.

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Instructional Program Description – Course Descriptions

Course name/Provider	Beginning to Low Intermediate ESL - Hmong Cultural Center	
Site and schedule	Hmong Cultural Center Main Site. (Monday – Thursday 9:30 a.m. – 1:30 p.m.)	
Target student population (including cut scores, score ranges, completion criteria)	NRS Levels: Beginning/Low Beginning/High Beginning. ESL Literacy (0-3). CASAS STEPS Scores: 160-200. Students scoring higher than 200 exit to the Intermediate ESL/Civics Class	
Course goals	Communicate personal information orally and in writing Complete simple forms Use a limited number of phrases to ask and answer basic questions and make simple statements Give/follow simple oral and written directions Ask for clarification Recognize and use letters, numbers, and common sight words Read simple printed information and common signs and symbols Determine meaning of words and phrases in texts with clear and explicit context Determine main ideas, retell key details, and ask and answer questions about key details in simple texts. Develop Basic English communication and self-confidence in using English Basic Digital Literacy Skills	
	CCRS	● Shift 1 - Complexity: Regular practice with complex text and its academic language ● Shift 2 - Evidence: Reading, writing, and speaking grounded in evidence from text, both literary and informational ● Shift 3 - Knowledge: Building knowledge through content-rich nonfiction CCR Anchor 1, Levels A and B. Read closely to determine what the text says explicitly and

		make logical inferences from it; cite specific textual evidence when speaking to support conclusions drawn from it. CCR Anchor 2: Levels A and B. Determine central ideas or themes of a text and analyze their development; summarize the key supporting details and ideas CCR Anchor 3: Levels A and B. Analyze how and why individuals, events, and ideas develop and interact over the course of a text CCR Anchor 4: Levels A and B. Interpret words and phrases as they are used in a text, including determining technical, connotative and figurative meanings, and analyze how specific word choices shape the meaning or tone CCR Anchor 5: Levels A and B. Analyze the structure of texts, including how specific sentences, paragraphs, and larger portions of the text (e.g., a section, chapter, scene, or stanza) relate to each other and the whole CCR Anchor 7: Levels A and B. Integrate and evaluate content presented in diverse media and formats, including visually and quantitatively, as well as in words CCR Anchor 8: Levels A and B. Delineate and evaluate the argument and specific claims in a text, including the validity of the reasoning as well as the relevance and sufficiency of the evidence <u>Writing</u> CCR Anchor 2: Levels A and B. Write informative/explanatory texts to examine and convey complex ideas and information clearly and accurately through the effective selection, organization, and analysis of content <u>Speaking and listening</u> CCR Anchor 1: Levels A and B. Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively.
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		CCR Anchor 2: Integrate and evaluate information presented in diverse media and formats, including visually, quantitatively, and orally. <u>Language Standards</u> CCR Anchor 1: Levels A and B. Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. CCR Anchor 2: Levels A and B. Demonstrate command of the conventions of standard English capitalization, punctuation and spelling when writing.
	ACES/TIF	Effective Communication (EC): Effective communication is a two-way process between individuals of diverse backgrounds and experience in which information is conveyed and received in ways that are mutually understood as intended Learning Strategies (LS): Learning strategies are planned methods, steps, actions, or techniques for facilitating and enhancing the learning and use of new materials Critical Thinking (CT): Critical thinking requires disciplined thinking that is open-minded, rational, and informed by evidence in order to arrive at decisions or conclusions that go beyond factual recall Self-Management (SM): Self-management refers to steps, strategies, and skills that individuals can use toward the achievement of goals
	Northstar	● Basic Computer Skills ● Internet Basics ● Windows ● Information Literacy
	Other (e.g. career/ occupational content,	Civics content includes learning about Government and civic participation through Guest Speakers and Field Trips.

	science, social studies, IELCE (civics), citizenship prep)	
Course text(s), educational technology, other instructional materials	• The Basic Oxford Picture Dictionary Literacy Program • Survival English: English Through Conversations Book 1 & 2. • Out and About: An Interactive Course In Beginning English • Grammar Wise 1/supplemental materials developed by HCC's staff • Burlington English • English Unlocked	

Course name/Provider	Intermediate ESL - Hmong Cultural Center	
Site and schedule	Hmong Cultural Center Main Site. (Monday - Thursday 9:30 a.m. – 1:30 p.m.)	
Target student population (including cut scores, score ranges, completion criteria)	NRS Levels: High Beginning/Low Intermediate/High Intermediate ESL/Advanced ESL. ESL Literacy (4-5-6). CASAS STEPS Scores 201 – 239.	
Course goals	• Speak with comprehensible pronunciation in a variety of common situations • Participate in group work and activities in the English speaking community • Give explanations and ask for clarification • Use English to evaluate and solve problems • Familiarity with American Workplace Culture and English • Read and comprehend graphs, charts, maps, and various media • Civics: Understand American government and ways to participate and contribute to American society • Intermediate Digital Literacy Skills	
	CCRS	Shift 1 - Complexity: Regular practice with complex text and its academic language

Course content	Shift 2 - Evidence: Reading, writing, and speaking grounded in evidence from text, both literary and informational Shift 3 - Knowledge: Building knowledge through content-rich nonfiction CCR Anchor 1: Levels A, B, and C. Read closely to determine what the text says explicitly and make logical inferences from it; cite specific textual evidence when speaking to support conclusions drawn from it. CCR Anchor 2: Levels A, B, and C. Determine central ideas or themes of a text and analyze their development; summarize the key supporting details and ideas CCR Anchor 3: Levels A, B, and C. Analyze how and why individuals, events, and ideas develop and interact over the course of a text CCR Anchor 4: Levels A, B, and C. Interpret words and phrases as they are used in a text, including determining technical, connotative and figurative meanings, and analyze how specific word choices shape the meaning or tone CCR Anchor 5: Levels A, B, and C. Analyze the structure of texts, including how specific sentences, paragraphs, and larger portions of the text (e.g., a section, chapter, scene, or stanza) relate to each other and the whole CCR Anchor 7: Levels A, B, and C. Integrate and evaluate content presented in diverse media and formats, including visually and quantitatively, as well as in words CCR Anchor 8: Levels A, B, and C. Delineate and evaluate the argument and specific claims in a text, including the validity of the reasoning as well as the relevance and sufficiency of the evidence <u>Writing</u>
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		CCR Anchor 2: Levels A, B, and C. Write informative/explanatory texts to examine and convey complex ideas and information clearly and accurately through the effective selection, organization, and analysis of content CCR Anchor 3: Levels A, B, and C. Write narratives to develop real or imagined experiences or events using effective technique, well-chosen details and well-structured event sequences <u>Speaking and listening</u> CCR Anchor 1: Levels A, B, and C. Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively. CCR Anchor 2: Levels A, B, and C. Integrate and evaluate information presented in diverse media and formats, including visually, quantitatively, and orally. CCR Anchor 4: Levels A, B, and C. Present information, findings, and supporting evidence such that listeners can follow the line of reasoning and the organization, development, and style are appropriate to task, purpose, and audience. CCR Anchor 6: Levels A, B, and C. Adapt speech to a variety of contexts and communicative tasks, demonstrating command of formal when indicated or appropriate. <u>Language Standards</u> CCR Anchor 1: Levels A, B, and C. Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. CCR Anchor 2: Levels A, B, and C. Demonstrate command of the conventions of standard English capitalization, punctuation and spelling when writing.
	ACES/TIF	Effective Communication (EC): Effective communication is a two-way process between individuals of diverse backgrounds and experience in which

		information is conveyed and received in ways that are mutually understood as intended Learning Strategies (LS): Learning strategies are planned methods, steps, actions, or techniques for facilitating and enhancing the learning and use of new materials Critical Thinking (CT): Critical thinking requires disciplined thinking that is open-minded, rational, and informed by evidence in order to arrive at decisions or conclusions that go beyond factual recall Self-Management (SM): Self-management refers to steps, strategies, and skills that individuals can use toward the achievement of goals Developing a Future Pathway (DFP): Developing a future pathway builds the aptitude to more fully understand one's own skills, interests, and talents and how these are transferable to a successful career or success in one's family or larger community Navigating Systems (NS): Navigating Systems is the ability to successfully operate within the institutions and organizational structures (such as school, workplace, or community organizations) in one's life
	Northstar	● Basic Computer Skills ● Internet Basics ● Windows ● Information Literacy ● Using E-Mail ● Microsoft Word
	Other (e.g. career/ occupational content, science, social studies, IELCE (civics), citizenship prep)	Civics Textbook: Citizenship: Passing the Test Lynn Weintraub New Readers Press Civics content includes learning about Government and civic participation through Guest Speakers and Field Trips.

Course text(s), educational technology, other instructional materials	● Survival English: English Through Conversations Book 2 and 3. ● Workplace Plus: Living and Working in English Book 2 ● Grammar Wise 2/supplemental materials developed by HCC's staff ● Burlington English ● English Unlocked ● Typing.com
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Course name/Provider	U.S. Citizenship (Mornings) - Hmong Cultural Center	
Site and schedule	Hmong Cultural Center Main Site and online via Zoom. (Monday - Thursday 10:00 a.m. –Noon p.m.)	
Target student population (including cut scores, score ranges, completion criteria)	Multilevel. CASAS STEPS Score 190 and Above	
Course goals	To Know and Understand the USCIS 128 Civics questions, reading, writing and oral parts to successfully pass the naturalization exam. To Successfully Earn U.S. Citizenship	
Course content	CCRS	Shift 1 - Complexity: Regular practice with complex text and its academic language Shift 2 - Evidence: Reading, writing, and speaking grounded in evidence from text, both literary and informational Shift 3 - Knowledge: Building knowledge through content-rich nonfiction <u>Reading</u> CCR Anchor 1: Levels A and B. Read closely to determine what the text says explicitly and to make logical inferences from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text.

		CCR Anchor 3: Levels A and B. Analyze how and why individuals, events, and ideas develop and interact over the course of a text. CCR Anchor 4: Levels A and B. Interpret words and phrases as they are used in a text, including determining technical, connotative, and figurative meanings, and analyze how specific word choices shape meaning or tone. <u>Writing</u> CCR Anchor 2: Levels A and B. Write informative/explanatory texts to examine and convey complex ideas and information clearly and accurately through the effective selection, organization, and analysis of content CCR Anchor 3: Levels A and B. Write narratives to develop real or imagined experiences or events using effective technique, well-chosen details and well-structured event sequences <u>Speaking and listening</u> CCR Anchor 1: Levels A and B. Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively. CCR Anchor 2: Levels A and B. Integrate and evaluate information presented in diverse media and formats, including visually, quantitatively, and orally. CCR Anchor 4: Levels A and B. Present information, findings, and supporting evidence such that listeners can follow the line of reasoning and the organization, development, and style are appropriate to task, purpose, and audience. CCR Anchor 6: Levels A and B. Adapt speech to a variety of contexts and communicative tasks, demonstrating command of formal when indicated or appropriate.
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		<u>Language Standards</u> CCR Anchor 1: Levels A and B. Demonstrate command of the conventions of standard English grammar and usage when writing or speaking. CCR Anchor 2: Levels A and B. Demonstrate command of the conventions of standard English capitalization, punctuation and spelling when writing.
	ACES/TIF	Effective Communication (EC) - Effective communication is a two-way process between individuals of diverse backgrounds and experience in which information is conveyed and received in ways that are mutually understood as intended Learning Strategies (LS) - Learning strategies are planned methods, steps, actions, or techniques for facilitating and enhancing the learning and use of new materials Critical Thinking (CT) - Critical thinking requires disciplined thinking that is open-minded, rational, and informed by evidence in order to arrive at decisions or conclusions that go beyond factual recall Self-Management (SM) - Self-management refers to steps, strategies, and skills that individuals can use toward the achievement of goals
	Northstar	N/A. However, interested students are shown how to study Citizenship on the computer using the distance learning program USA Learns.
	Other (e.g. career/ occupational content, science, social studies, IELCE (civics), citizenship prep)	<i>U.S. Citizenship and Immigration Services (USCIS) Adult Citizenship Education Content Standards</i> <u>The Naturalization Pre-Interview Components</u> Students know basic information about eligibility and the naturalization pre-interview and interview process. <u>Civics Test</u>

		• Students can respond orally and correctly to civics test items about Principles of American Democracy. • Students can respond orally and correctly to civics test items about American History during the Colonial Period and Independence. • Students can respond orally and correctly to civics test items about U.S. Symbols and Holidays. • Students can respond orally and correctly to civics test items about American History during the 1800's and 1900's. • Students can respond orally and correctly to civics test items about Recent History and other important Historical Information. • Students can respond orally and correctly to civics test items about Geography. • Students can respond orally and correctly to civics test questions about the System of Government in the United States. • Students can respond orally and correctly to civics test items about Rights and Responsibilities of U.S. Citizens • Students can respond orally and correctly to the personal interview questions that are part of the U.S naturalization exam • Students can respond orally and correctly to the "Yes" and "No" interview questions from the N-400 Application form. <u>Reading Test</u> Students can correctly read aloud sentences taken from the USCIS Reading Vocabulary list. <u>Writing Test</u> Students can correctly write dictated sentences taken from the USCIS Writing Vocabulary List.
Course text(s), educational	Citizenship: Passing the Test Lynn Weintraub New Readers Press Citizenship: Passing the Test- Ready for the Interview Lynn Weintraub New Readers Press USCIS Flashcards	

technology, other instructional materials	Other Study Items taken from USCIS.gov and Citizenshipstudyguide.com Burlington English U.S. Civics Units USA Learns Citizenship Module
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Course name/Provider	U.S. Citizenship (Afternoons) - Hmong Cultural Center	
Site and schedule	Hmong Cultural Center Main Site and online via Zoom. (Monday - Thursday 4:00 p.m –6:00 p.m.)	
Target student population (including cut scores, score ranges, completion criteria)	Multilevel. CASAS STEPS Score 190 and Above	
Course goals	To Know and Understand the USCIS 128 Civics questions, reading, writing and oral parts to successfully pass the naturalization exam. To Successfully Earn U.S. Citizenship	
Course content	CCRS	Shift 1 - Complexity: Regular practice with complex text and its academic language Shift 2 - Evidence: Reading, writing, and speaking grounded in evidence from text, both literary and informational Shift 3 - Knowledge: Building knowledge through content-rich nonfiction <u>Reading</u> CCR Anchor 1: Levels A and B. Read closely to determine what the text says explicitly and to make logical inferences from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text. CCR Anchor 3: Levels A and B. Analyze how and why individuals, events, and ideas develop and interact over the course of a text.

		CCR Anchor 4: Levels A and B. Interpret words and phrases as they are used in a text, including determining technical, connotative, and figurative meanings, and analyze how specific word choices shape meaning or tone. <u>Writing</u> CCR Anchor 2: Levels A and B. Write informative/explanatory texts to examine and convey complex ideas and information clearly and accurately through the effective selection, organization, and analysis of content CCR Anchor 3: Levels A and B. Write narratives to develop real or imagined experiences or events using effective technique, well-chosen details and well-structured event sequences <u>Speaking and listening</u> CCR Anchor 1: Levels A and B. Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively. CCR Anchor 2: Levels A and B. Integrate and evaluate information presented in diverse media and formats, including visually, quantitatively, and orally. CCR Anchor 4: Levels A and B. Present information, findings, and supporting evidence such that listeners can follow the line of reasoning and the organization, development, and style are appropriate to task, purpose, and audience. CCR Anchor 6: Levels A and B. Adapt speech to a variety of contexts and communicative tasks, demonstrating command of formal when indicated or appropriate. <u>Language Standards</u> CCR Anchor 1: Levels A and B. Demonstrate command of the conventions of standard English grammar and usage when writing or speaking.
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		CCR Anchor 2: Levels A and B. Demonstrate command of the conventions of standard English capitalization, punctuation and spelling when writing.
	ACES/TIF	Effective Communication (EC) - Effective communication is a two-way process between individuals of diverse backgrounds and experience in which information is conveyed and received in ways that are mutually understood as intended Learning Strategies (LS) - Learning strategies are planned methods, steps, actions, or techniques for facilitating and enhancing the learning and use of new materials Critical Thinking (CT) - Critical thinking requires disciplined thinking that is open-minded, rational, and informed by evidence in order to arrive at decisions or conclusions that go beyond factual recall Self-Management (SM) - Self-management refers to steps, strategies, and skills that individuals can use toward the achievement of goals
	Northstar	N/A. However, interested students are shown how to study Citizenship on the computer using the distance learning program USA Learns.
	Other (e.g. career/ occupational content, science, social studies, IELCE (civics), citizenship prep)	<i>U.S. Citizenship and Immigration Services (USCIS) Adult Citizenship Education Content Standards</i> <u>The Naturalization Pre-Interview Components</u> Students know basic information about eligibility and the naturalization pre-interview and interview process. <u>Civics Test</u> • Students can respond orally and correctly to civics test items about Principles of American Democracy. • Students can respond orally and correctly to civics test items about American History during the Colonial Period and Independence.

		• Students can respond orally and correctly to civics test items about U.S. Symbols and Holidays. • Students can respond orally and correctly to civics test items about American History during the 1800's and 1900's. • Students can respond orally and correctly to civics test items about Recent History and Other important Historical Information. • Students can respond orally and correctly to civics test items about Geography. • Students can respond orally and correctly to civics test questions about the System of Government in the United States. • Students can respond orally and correctly to civics test items about Rights and Responsibilities of U.S. Citizens • Students can respond orally and correctly to the personal interview questions that are part of the U.S naturalization exam • Students can respond orally and correctly to the "Yes" and "No" interview question from the N-400 Application form. <u>Reading Test</u> Students can correctly read aloud sentences taken from the USCIS Reading Vocabulary list. <u>Writing Test</u> Students can correctly write dictated sentences taken from the USCIS Writing Vocabulary List.
Course text(s), educational technology, other instructional materials		Citizenship: Passing the Test Lynn Weintraub New Readers Press Citizenship: Passing the Test- Ready for the Interview Lynn Weintraub New Readers Press USCIS Flashcards Other Study Items taken from USCIS.gov and Citizenshipstudyguide.com Burlington English U.S. Civics Units

	USA Learns Citizenship Module
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Course name/Provider	U.S. Citizenship (Elderly and Disabled Hmong) - Hmong Cultural Center	
Site and schedule	Hmong Cultural Center Main Site and online via Zoom. (Monday - Thursday Noon – 2:00 p.m.)	
Target student population (including cut scores, score ranges, completion criteria)	Multilevel. CASAS Score 153 – 220.	
Course goals	To Know the 128 Civics questions and personal interview questions to successfully pass the naturalization exam. To Successfully Earn U.S. Citizenship	
Course content	CCRS	Shift 1 - Complexity: Regular practice with complex text and its academic language Shift 2 - Evidence: Reading, writing, and speaking grounded in evidence from text, both literary and informational Shift 3 - Knowledge: Building knowledge through content-rich nonfiction <u>Reading</u> CCR Anchor 1: Level A. Read closely to determine what the text says explicitly and to make logical inferences from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text. CCR Anchor 3: Level A. Analyze how and why individuals, events, and ideas develop and interact over the course of a text.

		CCR Anchor 4: Level A. Interpret words and phrases as they are used in a text, including determining technical, connotative, and figurative meanings, and analyze how specific word choices shape meaning or tone. <u>Speaking and listening</u> CCR Anchor 1: Level A. Prepare for and participate effectively in a range of conversations and collaborations with diverse partners, building on others' ideas and expressing their own clearly and persuasively. CCR Anchor 2: Level A. Integrate and evaluate information presented in diverse media and formats, including visually, quantitatively, and orally. CCR Anchor 4: Level A. Present information, findings, and supporting evidence such that listeners can follow the line of reasoning and the organization, development, and style are appropriate to task, purpose, and audience. CCR Anchor 6: Level A. Adapt speech to a variety of contexts and communicative tasks, demonstrating command of formal when indicated or appropriate.
	ACES/TIF	Effective Communication (EC) - Effective communication is a two-way process between individuals of diverse backgrounds and experience in which information is conveyed and received in ways that are mutually understood as intended Learning Strategies (LS) - Learning strategies are planned methods, steps, actions, or techniques for facilitating and enhancing the learning and use of new materials Critical Thinking (CT) - Critical thinking requires disciplined thinking that is open-minded, rational, and informed by evidence in order to arrive at decisions or conclusions that go beyond factual recall

		Self-Management (SM) - Self-management refers to steps, strategies, and skills that individuals can use toward the achievement of goals
	Northstar	N/A. However, interested students are shown how to study Citizenship on the computer using the distance learning program USA Learns.
	Other (e.g. career/ occupational content, science, social studies, IELCE (civics), citizenship prep)	<i>U.S. Citizenship and Immigration Services (USCIS) Adult Citizenship Education Content Standards</i> <u>The Naturalization Pre-Interview Components</u> Students know basic information about eligibility and the naturalization pre-interview and interview process. <u>Civics Test</u> ● Students can respond orally and correctly to civics test items about Principles of American Democracy. ● Students can respond orally and correctly to civics test items about American History during the Colonial Period and Independence. ● Students can respond orally and correctly to civics test items about U.S. Symbols and Holidays. ● Students can respond orally and correctly to civics test items about American History during the 1800's and 1900's. ● Students can respond orally and correctly to civics test items about Recent History and Other important Historical Information. ● Students can respond orally and correctly to civics test items about Geography. ● Students can respond orally and correctly to civics test questions about the System of Government in the United States. ● Students can respond orally and correctly to civics test items about Rights and Responsibilities of U.S. Citizens. ● Students can respond orally and correctly to personal interview questions that are part of the U.S Naturalization exam.

Course text(s), educational technology, other instructional materials	USCIS 128 Civics Questions, Personal Interview Questions translated into Hmong.
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