

BINATIONAL TEACHER EXCHANGE PROGRAM

GUIDELINES FOR HOST FAMILIES



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Introduction

The section guidelines are designed to guide Oregon Department of Education Multilingual and Migrant Education staff, Migrant Education district/ESD coordinators, school district administrators, binational teacher exchange coordinators from Mexico and the US, and summer school staff through the process of creating and maintaining an effective Binational Teacher Exchange Program (BTEP). This guidance is meant to provide instructions for basic program requirements, administration, fiscal procedures regarding stipends for teachers and host families, accountability, and other useful information needed to implement the Binational Teacher Exchange Program. This guide is based on U.S. Department of Education Title 1-C regulations and the guidance for the Binational Teacher Exchange Program. The ODE Multilingual and Migrant Education team is also available to provide individualized technical assistance when needed. Please contact ODE for personalized assistance.

What is the Migrant Education Program (MEP)?

The Migrant Education Program (MEP) was added in 1966 U.S. Congress amended Title I of the ESEA. The amendment Part C—Education of Migratory Children authorized state and federal financial assistance to be allocated to help improve the

educational opportunities and academic success for the children of migratory agricultural workers by providing high-quality programs and support services including academic instruction; remedial and compensatory instruction; bilingual and multicultural instruction; vocational instruction; career education services; special guidance; counseling and testing services; health services; and preschool services. Federal funds are allocated by formula to SEAs, based on each state's per pupil expenditure for education, and count eligible migratory children, aged 3 through 21, residing within the state.

Binational Teacher Exchange Program

The Binational Teacher Exchange Program is a collaborative effort between the Secretaría de Relaciones Exteriores (Secretary of Foreign Relations), Secretaría de Educación Pública (Secretary of Public Education) of individual states in Mexico, the Mexican Consulates, Oregon Department of Education, and participating Migrant Education districts and Educational Service Districts that brings teachers from Mexico to spend six to eight weeks participating in the Migrant Education summer school activities. The purpose of the exchange is to promote a better understanding between the educational system of Mexico and the United States of America in order to strengthen the educational process of students from both countries

through the participation of teachers in training and professional development in a multicultural context.

While on exchange, teachers are asked to contribute and enhance knowledge of history, culture, values, and national traditions in students of Mexican origin living in the United States, and to strengthen their national identity while improving the quality of education.

Mexican teachers foster and contribute to ongoing communication between teachers in the U.S. to share experiences and increase knowledge of teaching instruction within K-12 migrant summer schools. They collaborate with administrators, teachers, parents, and students during the migrant summer school program to improve educational services provided to Mexican and/or students of Mexican origin living in both countries. They actively assist in teaching math, reading and writing, the sciences, history, Mexican culture, and provide support in other subjects. All activities should be done in collaboration with regional/ESD MEP Programs.



Responsibilities as a Host Family

The Oregon Department of Education wants to share some informational aspects regarding the program that host families should be aware of during the process. Host families may expect the following events, activities, and responsibilities that may be listed in their contracts with the school district or ESD:

Prior to Arrival

Activities

Confirm with your Migrant Education Coordinator that you are hosting Mexican teachers and how many you will be hosting.

As a reminder, host families will be required to provide three meals a day, a bed and either an individual room or a shared room with no more than three teachers, or a roommate, a space to put their belongings, and transportation to and from their teaching assignment. Please fill out the Questionnaire provided by the MEP and return the document to your coordinator. This questionnaire is designed to gather preliminary information to match host families and Mexican teachers.

Work with your coordinator to sign the host family contract and set up a payment process for stipends.

Plan to attend a host family orientation session(s) with all the household family members (MEP Coordinators will reach out with more information). If you are a repeat host family, you will also be required to attend. You are encouraged to meet other host families to establish a support network. During the session, you will learn specific program information regarding the migrant education program, the Binational Teacher Exchange Program, migrant summer school, and program expectations for binational teachers and host families. At this time, MEP coordinators will address any questions or concerns.

Work with your coordinator to establish house rules and day-to-day routines for Mexican teachers prior to arrival. MEP Coordinators will share a House Rules form to help guide you.

An emailed copy of the arrival itinerary will be shared with you that includes flight details and drop-off times.

During the Exchange

Welcome the teacher to a comfortable and safe living environment. Provide all meals that accommodate any dietary needs of the Mexican teacher. Provide transportation to and from their designated summer school placement.

Call a family meeting to discuss house rules and day-to-day family routines and expectations.

MEP coordinators will schedule regular check-ins with host families to openly address any questions, concerns, issues, medical emergencies, stipends, cultural activities, etc. Please note: each Mexican state may have requirements for teachers in addition to their summer school exchange. For example, some teachers may have regular meetings with Mexican coordinators after their workday or on the weekends. Others may be taking courses or attending online weekend seminars to fulfill the requirements for participating in the summer exchange.

Report any concerns about hosting to the coordinator. They will guide you through a process to resolve any issues that emerge. After contacting law enforcement, if appropriate, immediately contact your MEP Coordinator if there are issues related to:

- Abusing drugs and alcohol
- Sexual misconduct
- Arrest
- Accidents
- Stealing
- Travel to another state without authorization
- Natural disasters
- Emergency travel home
- Health issues
- Teacher requesting a new host family
- Teacher requesting to leave the program

Set aside time during the week to check in with Mexican teachers to discuss work schedules, transportation, activities, and family outings.

MEP Coordinators are available to support your family. However, we encourage you to also have a method of resolving issues that are considered minor, such as:

- Adjustment issues
- Miscommunication
- Little to no interest in engaging with the host family
- Running out of money
- Medical emergencies
- Disrespectful behavior
- Issues with hygiene
- Not obeying house rules relating to expectations about chores
- Use of personal belongings

Include opportunities for the Mexican teachers to participate in activities outside of work with your family.

Responsibilities of Binational teachers as Guests

For your information, below is some information regarding the program that the binational teachers are being made aware of as it relates to being hosted as a guest. Binational teachers are expecting the following events, activities, and responsibilities will be listed in their contracts with the school district or ESD:

Activities

Upon arrival, attend a host family meeting to discuss house rules and day-to-day family routines and expectations. Make sure to exchange contact information, including an emergency contact number for a family member back home.

Meet with the Migrant Education Coordinator weekly to address any questions, concerns, issues, medical emergencies, stipends, cultural activities, etc. Please share any additional duties assigned by the Mexican government outside of your workday schedule including seminars, classes, and work assignments.

After contacting law enforcement, if appropriate, any issues (from the list below) will be elevated to the Migrant Education Program Coordinator and the ODE Binational Educator Exchange Coordinator. They will guide you through a process to resolve any issues that emerge. Any issue related to misconduct (abusing drugs and alcohol, sexual misconduct, arrest, stealing, travel to another state without authorization) may result in your dismissal from the Binational Teacher Exchange Program and cancellation of your J-1 Visa with immediate return to Mexico.

Immediate Dismissal:

- Abusing drugs and alcohol
- Sexual misconduct
- Arrest
- Stealing

Elevated issues:

- Accidents

- Travel to another state without authorization
- Natural disasters
- Emergency travel home
- Health issues
- Teacher requesting a new host family
- Teacher requesting to leave the program

For minor issues, work directly with your host family for a resolution. Connect with the Migrant Education Coordinator, when a resolution cannot be reached. Minor issues may include:

- Adjustment issues
- Miscommunication
- Little to no interest engaging with the host family
- Running out of money
- Medical emergencies
- Disrespectful behavior
- Issues with hygiene
- Not obeying house rules relating to expectations about chores
- Use of personal belongings

Participate in family activities throughout the week and on the weekends

Be respectful and considerate of the members of the host family

Do not ask host families to borrow, provide items, or cover personal expenses.

Attend all work related responsibilities and activities

Refrain from consuming alcohol, illegal drugs, or abusing prescription medication.