

BFEF's Mission Statement



The BFEF supports the development of every student by identifying needs and raising funds to support evidence-based programs that promote engagement, creativity, educational excellence, environmental citizenship, and language & cultural enrichment.

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The BFEF Intern Program: How it Works and Why We Do It

For over 10 years, the [BFEF has funded international teaching interns](#) to come assist in our dual immersion program. These are young people in their 20s who are studying to be teachers in their home countries. The BFEF and Franklin work in good faith to vet and match interns and host families. We are constrained by people's schedules, the profiles we are sent by the sponsoring organizations, and what information is provided. *Interns are cultural ambassadors whose primary job is to work 37 hours a week as interns/trainees alongside our teachers.* Interns directly support the BFEF's mission to provide language enrichment to all students.

A key component that makes the interns cost-effective is our reliance on host families. Host families provide a private bedroom for the intern, as well as most meals. BFEF volunteers and Franklin staff do multiple Zoom interviews with each intern, receive a fact sheet, and visit host families virtually or in person. **For the sake of stability, we ask host families to commit to at least 8 weeks of hosting initially, with the option to continue hosting as long as both the intern and host family agree to the arrangement.**

Intern supervision

The BFEF intern coordinator is a *volunteer position*. **The Franklin principal and Dual Immersion Director as well as the classroom teachers are each intern's direct supervisor.** Parent volunteers for the BFEF run this program in our free time because we value it. Please know that we have every intention of making excellent matches, but there is always a chance that we make an imperfect match. When that happens, we fix it.

If possible, we try to match a host family in need of a native speaker at the beginning of the school year when an intern is still getting acclimated. Host families that live close to Franklin, or in walkable areas with good public transportation to/from school are a priority. By second semester, interns have established their relationships/friendships and are traveling more frequently on the weekends.

Host Families and Interns: Communication is key!

A successful host family-intern relationship begins with setting clear expectations about family time and private time. **An intern's primary reason for being in the U.S. - per their official visa document - is to work at Franklin 37 hours per week as an intern.**

IF YOU NEED HELP/ADVICE: If you are having concerns or need help communicating with your intern, **please come to the BFEF intern coordinator or principal ONLY.** The BFEF expects host families to respect the confidentiality of the intern and avoid expressing your concerns to other Franklin families, staff, or students. Interns sign agreements respecting the privacy of your child and your family, and we expect host families to respect the privacy of the intern.

Please use ONLY these contacts for intern concerns/questions:

skully@gusd.net (Sherry Kully, Franklin Elementary principal)

bfeфинterns@gmail.com (Jessica Vo, BFEF intern host coordinator volunteer)

nhong@gusd.net (Nancy Hong, GUSD Dual Immersion Programs Director)

We suggest discussing as many, if not all, of the following concerns with your intern and your family prior to hosting and the intern arriving. We will also host an intern and host family orientation and info session near the start of the school year to address questions for everyone.

Covid safety

- What time does your family generally arrive at school? Is your family on a very precise schedule? Can you be on time? The intern must be in school for the required hours per their visa agreement.
- What will your COVID safety protocols be? Interns are required to be fully vaccinated (2 shots + booster).
- Should they avoid risky behavior that could result in a quarantine of either the intern, the host family, or both. What policies will you put into place? Interns currently have access to free daily covid testing at Franklin.*

Family set-up, boundaries and adherence to visa requirements:

- Does your family have a strict budget? How would that be impacted by housing and feeding another person in your home? Can you afford the additional expense of groceries, transportation, etc.?
- Are you comfortable asking the intern to explicitly create a budget for their stay with you?
- Does the host parent travel frequently for professional reasons? What is the intern's expected role in such cases? (The intern is not required to act as a caregiver).
- If your family travels for fun on weekends or breaks, or goes out to eat, will you bring the intern along or not? Will you pay their way or not? If they are not invited, how will you communicate this?

- What family activities will you include the intern in? If so, will they be expected to pay (For example, it's fine to go to the movies or Disneyland or out to dinner and expect the intern to pay their own way. It is also fine to treat them. **But you should make that decision before you invite the intern out to avoid confusion.**)
- Are both you and the intern comfortable with them being alone in your home?
- Are interns allowed to invite friends over? When and how late may they stay?
- If an intern goes out on the weekend and comes home late, is that okay?
- What hours does your family need for yourselves, for work, or anything else?
- What time does the intern need to be alone?
- How do you do mealtimes and grocery shopping in your home? How often will you expect the intern to eat meals with you? Can you set a schedule for cleaning up dishes? Or do you just want to give the intern a reasonable allowance for food each week and put them in charge of feeding themselves?
- If the intern will not be eating dinner with you, when should they let you know?
- If the intern enjoys cooking, can they help you with meal prep? How many days a week?
- What chores is the intern expected to do? (Clearing the table, keeping their room and bathroom clean?)
- Do your kids do a lot of extra curricular activities? If so, when will family time with the intern happen? NOTE: The intern is NOT expected to go to sports/piano/etc. practice with your child(ren).
- What is your family's policy about alcohol and cannabis, both of which are legal in California but which may not be something you want in your home?

Language use and enrichment

While having a native speaker in the home is one of the major perks of hosting, it is important to also set clear expectations and have reasonable boundaries with this aspect as well. Consider how you want to set up "intern time" with your family.

Appropriate request: "Can we do reading time or conversation time after dinner 3 times a week? Whenever it's just you and kids having a conversation, can you please speak only in the target language?"

Inappropriate request: "Speak only the target language with the kids" is not a good rule, because it is not enforceable in a family where parents may only speak English and the child must therefore use English to communicate with parents or siblings.

Interns are NOT nannies or free childcare.

If you are using your intern as you would a babysitter, this creates resentment and frustration. Consider offering a stipend if your intern does agree to watch the children in a babysitting capacity: a gift card, for example, or some spending money. **This should be agreed upon at the time of the request.**

Reasonable request: “I’m running to the store for dinner, can you please watch the kids and make sure they get started on homework.”

Reasonable request: “We’re going to dinner and a movie on Friday - do you want to have another intern over, and we’ll give you money to order in dinner/movie tickets for another day/an Uber credit in exchange for watching the kids.”

Unreasonable request: “We’re going to dinner and a movie, can you please watch the kids for free.”

Interns are not live-in tutors: Interns can and do offer to tutor on the side for in-kind donations (dinner/gift cards). It’s a great way for them to meet other Franklin families outside of school. It is important to set expectations about homework/school help for your family. Host families should know that part of an intern’s official Training Plan requires that they go out and explore Los Angeles. Their free time for going out and exploring is after school and on the weekends. **Per the terms of their visa, interns are officially NOT permitted to be working/earning money in any other capacity than as an intern.**

Reasonable request: “Two days a week, can we find time for you to sit quietly with the kids while they do homework, and you can help them if needed?”

Unreasonable request: “I expect you to do homework every night with the kids.”

Reasonable request: “Can we find a time to read for 20 minutes, where either you read to my child, or she reads to you?”

Unreasonable request: “My child’s teacher said she needs help with reading/math. Can you teach her to read and do math?”

Questions? Please ask!

Please reach out to the intern coordinator with any questions or clarifications. Thank you for hosting an intern and supporting dual immersion for all students!

I have read and understand the expectations for intern hosting.

*Host family representative:*_____

Intern: _____