



6.50.022-AD Travel-Study Committee – Sister City and Council of Great City Schools Programs

- (1) It is the responsibility of public schools to prepare their students to live and work successfully in our rapidly changing international society. For this reason student will need a solid base of understanding of the world's social, political, and ethnic diversity. An excellent and cost-effective teacher tool to pursue this goal is well-planned foreign travel-study. To control costs and expand opportunities, the district will benefit by an established system of mutual cooperation with private and governmental agencies involved in established relationships with foreign governments.
- (2) The City of Portland has formal Sister-City relationships with several cities in other countries. The Portland School District is a member of the National Council of Great City Schools. Both of these organizations encourage and support short-term foreign travel-study visits, the City of Portland through the Sister-City Associations and the Council of Great City Schools through the International Education - Student Ambassador Exchange Committee.
 - (a) Portland's Sister-City relationships exist with Sapporo, Japan (11-17-59); Guadalajara, Mexico (2-1-84); Corinto, Nicaragua (4-17-85); Ashkelon, Israel (10-12-87); Ulsan, South Korea (11-20-87); Suzhou, China (6-7-88); and Khabarovsk, USSR (6-10-88. A Sister-City Handbook and a list of criteria for Sister-City relationships adopted February 5, 1986, are available from the Mayor's Office of International Relations.
 - (b) The Council of Great City Schools has official travel-study exchange programs with Israel, the United Kingdom, and Canada.
 - (c) The Portland school district cooperates with these programs to provide access to educational benefits for individual students, their schools, and the district. Direct cultural contact promotes intercultural understanding and provides opportunities for foreign language learning and use. (See 6.50.020-P Foreign Study Programs.)
 - (d) To facilitate that cooperation the superintendent shall appoint by June 1 of each year a district Travel-Study Committee which will be responsible for presenting recommendations to the superintendent regarding these programs.
- (3) Travel-Study Committee
 - (a) Composition of the Committee

- (A) The district's Travel-Study Committee will include, but not be limited to, representation from the Curriculum and Public Information Departments, the Office of Enrollment Services, and a representative of the Directors of Student Achievement, the Portland Association of Public School Administrators, and Portland Association of Teachers, and the official Sister-City School Committees.
 - (B) The Board member responsible for Council of Great City Schools liaison will be an ex-officio member of that committee.
 - (b) Funding of Committee Activities. Each year the superintendent's budget will include an appropriate amount for funding the Portland School District travel-study activities established by this regulation.
- (4) Responsibilities of the Committee
- (a) The district's Travel-Study Committee will be chaired by the Director of Public Information/Communication or his designee.
 - (b) The Committee will receive all requests for official district sponsorship of events relating to Sister-City or Council of Great City Schools activities for the following fiscal year. Requests will be reviewed and evaluated, and recommendations will be forwarded to the superintendent.
 - (c) The Committee will be the official protocol advisory group to the superintendent and the Board in the arrangements for official international visitors.
 - (d) The Committee chair will be the district liaison to the Mayor's Office of International Relations.
 - (e) The Committee chair will be the district liaison to be Council of Great City Schools' Student Ambassador Exchange Program.
 - (f) The Committee will oversee the development of criteria for adult supervision for each activity selected and will be responsible for the selection process.
 - (g) The Committee will develop criteria for official Sister-City School committees based on the City's Sister-City criteria.
 - (h) The Committee will develop criteria to select up to 15 students to participate in the Council of Great City Schools' Student Ambassador Program.
 - (i) The Committee will develop a directory of local resources for foreign study.
 - (j) The Committee will keep an official record of all foreign travel-study activity in the Portland Public Schools. Principals must file foreign travel-

study plans with the Committee at least three months prior to the estimated date of departure.

- (k) The Committee will conduct an annual survey of staff to develop a list of host homes for visiting educators.
- (l) The Committee will review and recommend action to the superintendent on any requests for Teacher Exchange Programs.
- (m) The Committee will file an annual report with the superintendent's office by June 30 each year describing Committee activities and expenditures recommended and authorized.

(5) Criteria to be Considered in Selection

- (a) What is the benefit of the proposed activity to the Portland School District?
- (b) What is the benefit of the proposed activity to the student(s) selected?
- (c) Is the proposed activity appropriate to the targeted age group?
- (d) Does the proposed activity meet the procedures required for travel-study programs outlined in 6.50.021-AD?
- (e) What provisions have been proposed for adult supervision?

(6) Student Groups Visiting from Other Countries

- (a) All student travel requests from other countries seeking opportunities to officially visit Portland Public Schools must be submitted to the district Travel-Study Committee for review. Requests will be forwarded to the superintendent with recommendations for acceptance or denial. In cases of Committee recommendations, suggested schedules and budget amounts to accommodate the requests will be included.
- (b) Reciprocity shall be considered when evaluating and choosing a travel-study program for Portland students. Students in other countries are encouraged to visit the United States during the summer or vacation time, which in many cases will be during the Portland school year. Because of complexities involved in interpreting and complying with Immigration and Naturalization Service (INS) regulations, district enrollment and immunization requirements concerning visitors to the United States, and the limitations on school visits, all such requests for student visits should be referred to the Enrollment Services Office.

Policy Implemented: 6.50.020-P

History: Adpt. 1/89; Amd. 5/98

<p>Approved:</p>  <hr style="width: 80%; margin-left: 0;"/> <p>Superintendent</p>	<p>For official use only</p> <p style="text-align: center;"><u>9/01/02</u></p> <p style="text-align: center;">Date</p>
---	---