



La Escuela Argentina
De Los Angeles

Information Handbook for Parents

**“MORE THAN 40 YEARS AS A PRESTIGIOUS
INSTITUTION, EDUCATING CHILDREN AND YOUNG
ADULTS OF SOUTHERN CALIFORNIA, ACHIEVING
EXCELLENCE IN ACADEMICS AND TRADITIONS IN
OUR CASTILLIAN LANGUAGE. HOLDING ONTO THE
VALUES OF OUR CULTURAL HERITAGE”**

LEALA

Dear Parents and Students:

The Directors, Administrative and Teaching Staff of La Escuela Argentina of Los Angeles, would like to welcome you to our school. The main objective of our dedicated and credentialed staff is to promote and provide excellence in education.

Use this manual to familiarize yourself with the policies and procedures, which allows our school to run effectively and efficiently. It is our desire to work along with you to provide your children with a better future.

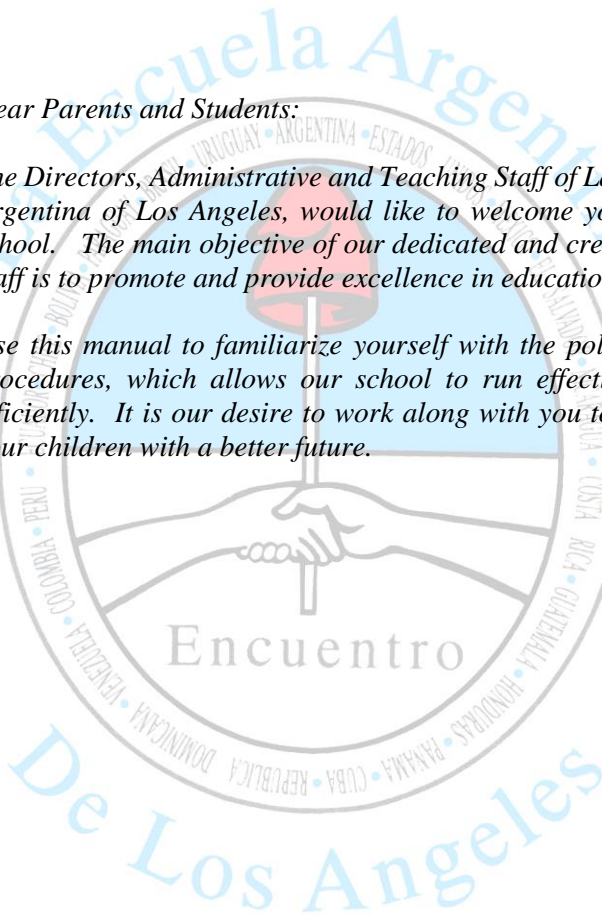


TABLE OF CONTENT

- I. Goals and Objectives
- II. Official Recognition
- III. School's History
- IV. Board of Directors
- V. Internal Organization
- VI. Enrollment
- VII. Class Schedule
- VIII. Tuition/Payment Schedule/Scholarships
- IX. Exams
- X. Attendance
- XI. Discipline
- XII. Dress Code
- XIII. Staying within School Grounds
- XIV. Meeting with the Principal and Teachers
- XV. Medical Insurance
- XVI. Grade Advancement
- XVII. Report Cards & Exams
- XVIII. Class Materials
- XIX. Care of School Grounds
- XX. Emergency Telephone Number
- XXI. Homework
- XXII. Objects Not Allowed During Class Time
- XXIII. Students Behavior
- XXIV. Flag Bearers and Escorts
- XXV. Extracurricular and Social Events

I – GOALS AND OBJECTIVES

1. To provide education with the primary focus on the Latin American culture, including language and literature, history, geography.
2. To provide a foundation with knowledge of Latin America.
3. To grant certificates of completion from our institution.

II - OFFICIAL RECOGNITION

Recognized by the Ministry of Education of the Republic of Argentina. As of 2016, we follow resolution #2530-15 established by the Ministry of Education.

It is the official school of the Republic of Argentina in the County of Los Angeles.

Established in 1989 as a private non-profit entity in the State of California.

III – SCHOOL’S HISTORY

La Escuela Argentina de Los Angeles was officially inaugurated on April 9, 1983 at San Marino High School.

In September of 1985 the school moved to the University of Southern California.

On May 18, 1986 the Ministry of Education of the Republic of Argentina officially accredited the school.

In November 1989, LEALA of California Inc., a non-profit organization, was recognized by the State of California and the Internal Revenue Service 501(c) (3) organization.

On April 27, 2013, the school celebrated its 30th Anniversary, and on June 17, 2023, celebrated its 40th Anniversary.

IV – BOARD OF DIRECTORS

L.E.A.L.A. of California, Inc. is a non-profit corporation made up of a Board of Directors. Among other activities, the Board is responsible for organizing and carrying out events with the purpose of raising funds to support the school.

V - INTERNAL STRUCTURE

The internal structure of La Escuela Argentina de Los Angeles is as follows:

1. Principal and Vice-Principal
2. Teaching Staff: Professors, Teachers and Teacher's Aide.
3. Administration: Secretary, Administrative Assistant and Custodians.

VI - ENROLLMENT

La Escuela Argentina de Los Angeles makes no distinction of race, religion or national origin in the admission of students.

To register a student, you must complete and sign all of the registration and release forms available for printing at WWW.LEALA.ORG. Also, include a copy of the child's birth certificate or picture ID (i.e., copy of passport).

An annual registration fee and the first month's installment must be paid at time of registration.

No student will be accepted unless the parent or legal guardian has completed and signed a release form.

The registration forms together with your payment can be mailed to:

LEALA, Inc. - P.O. Box 5332, Whittier, CA 90607-3076

VII – CLASS SCHEDULE

Classes are held on Saturdays from 9:15 am to 2:15 pm with two breaks during each school day. At the end of each school day, parents are expected to pick up their children on time.

The students remaining on the school premises past 2:15 pm will be supervised by their teachers and staff, incurring a fine of \$1.00 for every minute thereafter.

The school year begins in September and ends in June. We observe major holidays.

The school is composed of the following grade levels: Pre-K (4 years of age); Kindergarten; Elementary; Jr. High and High School.

VIII – TUITION* / PAYMENT SCHEDULE

Registration Fee:	\$50.00* (Annually and Non-Refundable)
Tuition: 1 student	\$220.00*
2 siblings	\$345.00*
3 siblings	\$480.00*

The monthly tuition must be paid in advance by the 1st. Saturday of each month by check or money order. Payment will be considered late if not paid by the 7th of each month and a late charge of \$15.00 will be incurred.

There will be a \$15.00 charge for any returned check.

* Subject to change

IX – EXAMS

According to the directives given by the Ministry of Education, regular and academic acceleration exams are taken in the following months: January, June and September.

The students that are paying to take the supplementary exam(s) for the trimester(s) must take it on the date established by the school administration. All fees must be paid in full prior to taking the exam(s) for the period(s) owed equal to the annual tuition of 10 months and an additional \$40.00 for each subject.

Those interested in taking the academic acceleration examination should present their case to the Principal for review.

Those students taking the academic acceleration exams will not be permitted to take more than one academic subject per examination rotation.

The school will only provide the program for the academic subjects and the list of corresponding bibliographies to those students who take the exams.

The fees for the academic acceleration exams are as follows:

1 year \$2,200.00**

Fee per each subject: \$40.00 each**.

Regular students pay only for the exam fees of \$40.00/ subject.

****All fees must be paid before or on the day of the exam. The \$2,200.00 can be paid in installments and must be paid in full before the exam.**

X – ATTENDANCE

In order for a student to keep his/her regular status, the student must NOT miss more than (6) six days during the school year. Absences due to COVID will NOT be justified.

Attendance for High School Students will be taken in each period and for each of the three subjects.

The students in Elementary, Middle School and High School who exceed the maximum allowed absences (6), during the school year or in a given subject, will be reinstated only after taking a supplementary exam of the subject(s) missed during the period in which the absences occurred.

XI – DISCIPLINE

The Escuela Argentina of Los Angeles has an internal disciplinary policy & procedures for elementary, Jr. and High School Students. A copy is available at www.LEALA.ORG.

XII – DRESS CODE

All students are required to wear a uniform. The uniform consists of:

Girls: navy skirt or pants with the school's t-shirt, white or navy socks and closed toe shoes.

Boys: navy pants with the school's t-shirt, white or navy socks and closed toe shoes.

A white or navy sweater can be worn over the school's t-shirt on cold days. The cost for the school's t-shirt is \$15.00 and is available for purchase in the office.

XIII – STAYING WITHIN SCHOOL GROUNDS

By law, this school is responsible for the physical and moral integrity of the students during school hours. Students must remain within the school's boundaries. Failure to adhere to this rule will result in severe disciplinary action as it puts both the students and the school at risk.

There will be a sign-out book in the main office for those parents who need to take their children out of school before the end of the day.

XIV – MEETING WITH THE PRINCIPAL AND TEACHERS

Principal: Personally, during school hours (by appointment only)

Teachers: During school hours with a scheduled appointment.

The school office will not provide the staff's phone number without their knowledge.

XV – MEDICAL INSURANCE

Please make sure to notify the school of any special medical information regarding the health of your child. The school has personnel trained in first aid and earthquake procedures. In case of an accident, paramedics and parents will be notified immediately.

XVI – GRADE ADVANCEMENT

Pre-K and Kindergarten: Must have a Satisfactory (S) on their exam.

Elementary: An average of 6 points is considered Satisfactory (S). In the case where the desired grade level was not reached, the student will take an examination for the subject(s) failed.

Jr. & High School: A minimum average of 6 points must be achieved in order to pass a given subject. In the event that the student fails to achieve the minimum average, he/she will be given an exam of the corresponding subject.
You may only repeat a maximum of two subjects.

XVII – EXAMS & REPORT CARDS

The school year is divided as follows: Pre-K and Kindergarten into (2) semesters; 1st - 12th grade into (3) trimesters. At the end of each period, students will be evaluated with exams. A two-week advance notice will be given regarding date of exam and topics covered. A report card will follow. Report cards are documents and must be signed by the parents or legal guardian and returned to the school. A fee of \$10.00 will be charged for any lost report card.

XVIII – CLASS MATERIALS

Students use appropriate textbooks according to the grade level.

XIX – CARE OF SCHOOL GROUNDS

The school operates on the campus of New Life Assembly of God and Foothill Oaks Academy (FOA). Students should take care of the facilities and stay in the area designated to the school. In case of property damage, parents will be held responsible for payment of any damages inflicted to the school, New Life Assembly of God or FOA.

XX – EMERGENCY TELEPHONE NUMBERS

The following are the telephone numbers to be used during school hours:

(562)548-9528 ☎ (562) 324-1077

XXI – HOMEWORK

Teachers will assign homework to each student. It is recommended that parents review both class and homework weekly with their children to assure that sufficient time is dedicated to each subject as well as school projects and exams.

XXII - OBJECTS NOT ALLOWED DURING CLASS TIME

Computers or cell phones can ONLY be used in the classroom to work on an assignment indicated by the teacher and only under the supervision of the teacher or professor. During class time, it is not permitted to make any phone calls, send emails or text. There is no use of any electronics or any other objects that can endanger the integrity of the students. These objects will be confiscated and returned only to the parents after meeting with the administration.

XXIII – STUDENTS BEHAVIOR

Students are expected to be courteous and respectful towards school personnel and classmates. Students shall be responsible for their homework and obey school personnel. The use of foul and inappropriate language will not be tolerated at La Escuela Argentina.

Students whose behavior or attitude is not in accordance with the school policy and philosophy, or who maliciously damages a person, student, LEALA’s personnel or school facilities and elements, may be subject to reprimand, suspension and/or expulsion. The students and parents will be notified of the disciplinary action via a slip.

XXIV - FLAG BEARERS AND ESCORTS

Each year flag bearers and escorts are chosen to carry the flag of the Argentine Republic and the United States, respectively.

The students are selected based on grades, conduct, attendance and the teacher’s feedback.

If during the school year the selected students do not maintain exemplary levels of conduct, achievement and outstanding grades, they will not be permitted to continue to have the honor and privilege to carry or accompany the flags.

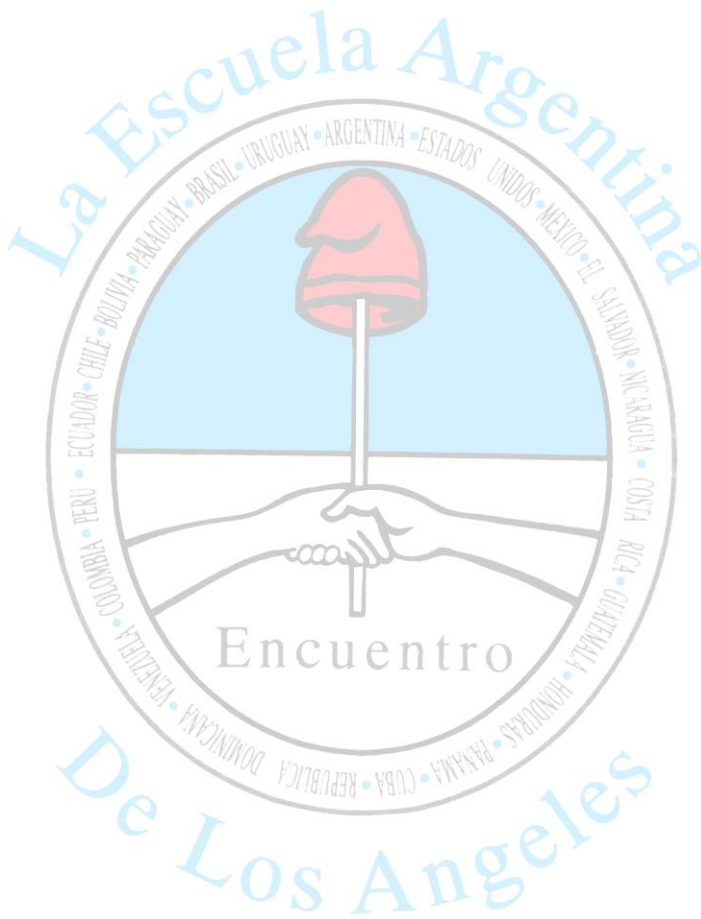
XXV – EXTRACURRICULAR AND SOCIAL EVENTS

In the course of the school year, the school will conduct various events and extracurricular activities such as Benefit Dinner, etc.

Parents will be notified in advance of these events.

1. First day of School – Welcome Back
2. Celebration Of an Annual Event
3. Open House
4. Last day of School - Closing Ceremony

NOTES



LEALA, Inc.
P.O. Box 5332
Whittier, CA 90607-5332

Secretary: (562) 548-9528

Principal's Office:
(562) 324-1077

Billing Office:
(562) 967-9698

www.leala.org

Secretary: laescuelaargentina@gmail.com

Principal: zavaglia.escuelaargentina@gmail.com

Billing Office:
billing.laescuelaargentina@gmail.com

e-mail: directorio@leala.org

Revised: August 2023