

Parents



School



COMMUNICATION
**UNDERSTANDING
 COMMUNITY**

At Interamerican Academy Guayaquil we believe that clear communication facilitates understanding and a strong sense of belonging within our community. In an effort to clarify the appropriate channels of communication at IAA, we have developed a simple flowchart to guide you through the process. This flowchart will allow you to determine the appropriate person or office to contact in order to resolve your issue. We hope you find this helpful and useful in resolving school related questions and issues.

	Issue Related to →	1st level →	2nd level →	3rd level →	4th level
ACADEMIC	Attendance →	Registrar →	n/a →		
	Classroom/Student	Teacher	Section Principal	Executive Director	
	Counseling	Counselor	Section Principal	Executive Director	
	Athletics	Coach	Athletic Director	Secondary Principal	Executive Director
	ASA	ASA Coordinator	Secondary Principal	Executive Director	
	Field Trip	Teacher in Charge	Section Principal	Executive Director	
	Learning Support	Learning Support Teacher	Section Principal	Executive Director	
	Health	Doctor	Executive Director		
ADMINISTRATIVE	Cafeteria →	Cafeteria Manager →	Executive Director →		
	Invoice/Billing	Business Office	Business Manager	Executive Director	
	Maintenance	Business Office	Business Manager	Executive Director	
	Admissions	Admissions Secretary	Business Manager	Executive Director	
	Matriculation	Registrar	Business Office	Executive Director	
	Security	Security Chief	Executive Director		
GENERAL	Transcripts →	Registrar →	Business Manager →	Executive Director →	
	School Program	Section Principal	Executive Director	Board of Directors	
	School Policy	Section Principal	Executive Director	Board of Directors	
	Tuition or Scholarships	Business Manager	Executive Director	Board of Directors	

Useful Contact Information

Main Switchboard—371-3360

Registrar—ext 205
 Admissions—ext 201
 Business Office—ext 210
 School Doctor—ext 208
 Security Chief—ext 202

Athletic Director—ext 246
 ASA Coordinator ext 236
 Elem. Principal—ext 213
 Elem. Counselor—ext 212
 Cafeteria—ext 304

MS/HS Principal—ext 211
 MS/HS Counselor—ext 203
 Learning Support—ext 236
 Executive Director—ext 207
 Marketing—ext 226

PTO
pto@interamerican.edu.ec
 Board of Directors
board@interamerican.edu.ec



PARENT INVOLVEMENT

Parents are an essential part of the IAA community. Parents are responsible for supporting the school's mission, values, and philosophy and to meet all of their financial responsibilities. It is their responsibility to cooperate with the school in the education of their children by supporting them in their learning processes and ensuring they abide by all academic and disciplinary rules, regulations, and procedures established by IAA.

BOARD OF DIRECTORS

The Parents, in General Assembly, elect a seven-member board of directors from the members of the association for three-year terms. An eighth non-voting member is appointed by the senior ranking officer of the US consulate in Guayaquil. The Board meets a minimum of once a month.

PTO

The Parent Teacher Organization is an active organization whose members join voluntarily to carry out various projects for the improvement of the school.

School Improvement Task Forces

From time to time in the school year IAA invites parents to participate in school improvement task forces such as, AdvancED accreditation teams, STEM Accreditation teams, and Strategic Planning.

Open House

At the beginning of each academic year. Each section at IAA hosts an open house where the principal of the section introduces families to the overall education processes and philosophy of that section. Parents are then invited to visit classrooms and learn about the specific approaches to each class.

Parent Teacher Conferences

Parent Teacher Conferences are held two times per year, once in the fall and once in the spring. Parents are requested to meet with teachers to ensure they are aware of their student's progress, successes, and challenges.

Principals' and Director's Coffees

Periodically parents are invited to meet with their section principals and/or the Executive Director.



Why Parents Choose IAA



▶ BEST ENGLISH

We are not a bilingual school, we are English speaking (except for world languages).

▶ BEST UNIVERSITY ACCESS

100% of our students are accepted at Universities, most in the US and Europe.

▶ BEST CHANCE TO GET A SCHOLARSHIP

Last year, IAA graduated 10 students who received 58 offers of admission from 40 different universities and were offered over \$1,900,000.00 in scholarships and financial aid

▶ NORTH AMERICAN INTERNATIONAL EDUCATION

Only K-12 AdvancED Accredited school in Guayaquil which grants a US high school diploma.

▶ STANDARD INTERNATIONAL CALENDAR

Only K - 12 school in Guayaquil on August to June Calendar.

▶ SAFETY, INCLUSION AND HAPPINESS

Inclusive Multicultural setting with over 26 nationalities represented.

▶ PERSONALIZED ATTENTION

Small class size with average of 13 students per section.

▶ INNOVATIVE CURRICULUM

Only school in Ecuador with STEM (Science, Technology, Engineering and Math) initiative as well as a complete fine arts program.

▶ EXPERIENTIAL LEARNING

Through Education without Frontiers students learn about the world through real-life hands-on experiences.