



The Foundation of the American School

How does it all work?



Associates General Assembly - Foundation

The American School Foundation, A.C.

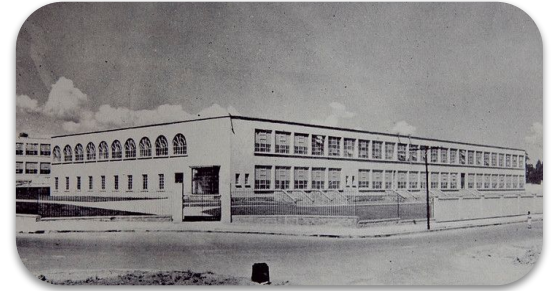
What is The American School Foundation?

The Foundation is a private non-profit association, authorized by the Mexican authorities to receive donations, and dedicated to providing educational services based on the best of American independent education. The Associates General Assembly is the supreme body of the Foundation.



History of the Foundation

- In 1888, The American School opened its doors as a kindergarten to nine students.
- In 1921, The American School Foundation was formally incorporated as a non-profit school.
- Today, the School has 2,546 students and continues to educate students to be empathetic, responsible, and contributing citizens in an increasingly interconnected world.



Role of the Foundation

The American School Foundation, incorporated as a non-profit civil organization under Mexican law, is the legal entity that holds the assets of the school in trust according to the Foundation's bylaws. While legally, the Foundation and the school are the same organization, conceptually, the Foundation may be seen as the umbrella organization under which the school exists, with clearly delineated responsibilities for each.



Composition of the Foundation

The Foundation comprises US passport holders who have a connection with the school (ASF parents, faculty, and alumni, among others). Currently, the Foundation has 48 members and this number depends on the acceptance of new members, resignations, or removals.



ASF Corporate Governance Structure

The General Assembly has an auxiliary body called the Board of Trustees whose functions and responsibilities are established in the ASF By-laws. The Board, in turn, has Advisory Committees whose purpose is to advise the Head of School on technical matters, as well as to advise the Board of Trustees or to carry out specific tasks entrusted to them.

Additionally, the Foundation has an Independent Corporate Governance and Accountability Body that provides an independent review of ASF's internal management and governance, as well as policies and procedures to confirm that ASF is making efficient and high-quality efforts to be legally compliant and mitigate risk in corporate governance, risk, and audit areas.







Activities of the Associates General Assembly

- The Foundation normally meets once a year, on the third Thursday in May, to review at a high level the operations of the school, as presented by the Board Chair, the Head of School, and the Chair of the Independent Corporate Governance and Accountability Body.
- The general governance and oversight of the school is entrusted to the fifteen members of the Board of Trustees.



Activities of the Associates General Assembly, Continued

1. At the annual meeting, members of the Foundation undertake several specific duties, including the following:
 - a. Approve applications for membership to the Foundation 
 - b. Receive a report on the operations of the school 
 - c. Approve the composition of the independent corporate governance and accountability body 
 - d. Elect or reelect school trustees 
2. Special meetings may be called according to the bylaws, although these are not common.



So, what does the Board of Trustees Do?

- The Board of Trustees of The American School Foundation is elected annually by the General Assembly of the Foundation.
- The Board comprises 15 members, 10 of whom must be US passport holders, and 5 of whom may be of other nationalities.
- US Board members must be members of the Foundation.



So, what does the Board of Trustees Do? - continued

- The Board is responsible for the general governance of the school. Specific responsibilities include:
 - The adoption and assurance of compliance with the Mission, Vision, and Values of the school
 - The approval of the Strategic Plan and accountability for its faithful implementation
 - The hiring, supervision, support, and if necessary termination of the Head of School



So, what does the Board of Trustees Do? - continued

- The Board is not involved in the day-to-day operations of the school, nor does the Board or its individual members become involved in administrative matters, which are formally delegated to the Head of School, who in turn delegates responsibilities to various administrators at the school.



Foundation's assets

The Foundation's assets include both financial and fixed assets. Financial assets are generated from revenues from the educational services it offers and generous philanthropic contributions. Revenues are reinvested every year in financial aid, facilities, equipment, and the best international and local faculty, among other things, in support of the Mission.

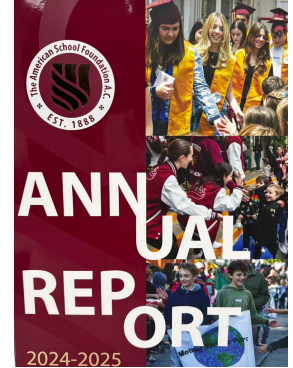


JENKINS FOUNDATION
WELLNESS CENTER



Foundation's Annual Meeting

The annual Foundation meeting shall be held, without a call, on the third Thursday of May at 6 p.m. at the Foundation's registered address. Additionally, an Annual Report is delivered to all Foundation members and includes relevant information about the Foundation, such as the Foundation meeting agenda, applicants for Foundation membership, reports from i) the Chair of the Board, ii) the Head of School, and iii) the Independent Committee; financial statements; and the nominees for Board membership, among others.



Benefits of Foundation Membership

- Share in the honor of ensuring the continuity of the Foundation and the School.
- Support the education of the next generation of world leaders.
- Have an insider's view of the governance of the school.
- Meet and network with other Foundation members.
- Receive invitations to special events.



How to become a Foundation member

According to article Twenty Fourth of the ASF bylaws, to apply for admission as a Foundation member, the applicant must meet the following requirements:

- i) Be a U.S. citizen,
- ii) Be over 21 years old, and
- iii) Fall into one or more of the following categories:
 - a) Be the parent or guardian of a student who is or has been registered in the School,
 - b) Be an alumnus/alumna of the school,
 - c) Be an employee of the School, or
 - d) Be a person whose participation may be important for the School.



How to become a Foundation member, continued

The application form is sent in January of every year to US passport holders in the ASF Community. After reviewing the applications, the Board will propose for Foundation membership the individuals that, in their judgment, satisfy the requirements as listed on the previous slide. Nominations and elections take place at the Foundation's Annual meeting in May of each year.





Questions?