



DUTIES OF THE EXECUTIVE BOARD

BY-LAWS ARTICLE 9.7

The Executive Board is responsible for governing the Association/Verein in accordance with the applicable laws, the By-Laws of the Association/Verein and the decisions of the General Assembly. In particular, the Board:

1. Supervises the operation of the American International School, it being understood that the major executive and management responsibility is delegated to the Director;
2. Appoints and discharges of the Director of the school;
3. Develops long range plans to protect the viability of the school;
4. Administers the financial assets, real estate, property and buildings of the Verein (Verein statute) and Association;
5. Reviews and presents the annual budget, the annual report and the financial statements to the General Assembly;
6. Prepares the agenda and other preparatory work for the General Assembly;
7. Calls the ordinary and extraordinary meetings of the General Assembly;
8. Ensures the implementation of the decisions of the General Assembly;
9. Elects associate members of the Association/Verein, and terminates associate memberships;
10. Develops and approves "The American International School's Policy Guide" which shall amplify and interpret the By-Laws as necessary and codify, for easy reference, the policy decisions of the Executive Board.
11. Conducts all business that is not reserved to the General Assembly according to the By-laws.