

# See a Social Security Number? Say Something! Report Privacy Problems to https://public.resource.org/privacy Or call the IRS Identity Theft Hotline at 1-800-908-4490



Department of the Treasury Internal Revenue Sevice

**Return of Organization Exempt From Income Tax** 

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter Social Security numbers on this form as it may be made public. For the 2013 calendar year, or tax year beginning 07/01/13, and ending 06/30/14

OMB No 1545-0047 2013

Open to Public Inspection

	1,01 Life 2010	calcitati year, or ta	x year beginning 0 // 0 =	Z = 0 , and ending 0	<del>0, 00, 2</del>			
В	Check if applicable	C Name of organization		HOOL OF PUERTO R	ICO,	r	) Emplo	yer identification number
	Address change		INC.	<del></del> _				000000
	Name change	Doing Business As	P 0 box if mail is not delivered to street		<del>.</del>	Doom/outo 5		-0272821
	Initial return			at address)		Room/suite E		none number
$\Box$	Terminated	P.O. BOX	province, country, and ZIP or foreign po	stal code				7-720-2421
	Amended return	BAYAMON		00960				eipts\$ 11,911,448
		F Name and address of		00300		<u></u> 9	Gross rec	
	Application pending	DOUGLAS	W. PENNOCK			H(a) Is this a group	return for s	ubordinates? Yes X No
			CISCO 1657 PLAY	ERA ST.		H(b) Are all subore	dinates incl	uded? Yes No
		SAN JUAN		PR 00927		If "No," at	tach a list	(see instructions)
<u></u>	Tax-exempt status	<b>X</b> 501(c)(3)	501(c) ( ) ◀ (insert no	) 4947(a)(1) or	527	1		
J	Website.	www.baldwin	n-school.org		-	H(c) Group exemp	tion numbe	er 📐
	Form of organization	Corporation	Trust Association Other	<b>•</b>	L Ye	ear of formation 19	68	M State of legal domicile PR
F	Part I S	ummary	· · · · ·					
		_	ion's mission or most significal	nt activities				
ë	See	Schedule O						
nan								
の						_		
ore> 6	2 Check tl	_	rganization discontinued its op		re than 25%	of its net assets	1 1	10
2069 ties & C	3 Number		f the governing body (Part VI, I				3	12 12
ii 🥙	4 Number		g members of the governing b				4	146
£ @	5 Total nu		mployed in calendar year 2013	β (Paπ V, line Za)			5	4-10
			estimate if necessary)	line 40			6	
			enue from Part VIII, column (C)				7a	0
		ialeu business laxab	le income from Form 990-T, lir	<u>le 34</u>		Prior Year	7b	Current Year
SCANNED !	8 Contribu	itions and grants (Pai	t VIII, line 1h)				,244	361,680
32	9 Program	service revenue (Pa				10,617		11,151,110
	10 Investme		column (A), lines 3, 4, and 7d)	)			,830	261,994
<b>3</b>	11 Other re		mn (A), lines 5, 6d, 8c, 9c, 10c				,913	130,357
<b>©</b>	12 Total rev		rough 11 (must equal Part VII		Γ	11,452		11,905,141
	13 Grants a	ind similar amounts p	aid (Part IX, column (A), lines	1–3)				0
	14 Benefits	paid to or for member	ers (Part IX, column (A), line 4)					0
S	15 Salaries	, other compensation	, employee benêfits (Part IX, c	olumn (A), lines 5-10)		5,783	,766	6,254,724
Expenses	16a Professi	onal fundraising fees	(Part IX, column (A), line (116)	4				0
ž Ž	b Total fur	idraising expenses (F	Part IX, column (D) line 25)	0	) [	*		<b>.</b>
ш	17 Other ex	penses (Part IX, colu	mn (A), hries 11a-11d-11f-24	(e) (a)	<u></u>	5,194	, 690	5,039,533
	18 Total exp	penses Add lines 13-	-17 (must equal Part IX≝colum	in (A), line 25)		10,978		11,294,257
- 0	19 Revenue	e less expenses Sub	tract line 18 from line 12				,150	610,884
Net Assets or		. (5 .)( ) . (6)			<u> </u>	Beginning of Currer		End of Year
SSe Rala	20 Total as	sets (Part X, line 16)			-	23,121 13,785		23,449,449
et/	21 Total llai	oilities (Part X, line 26			-	9,336		13,502,531 9,946,918
		gnature Block	Subtract line 21 from line 20/		<u>.l.</u> .	9,330	, 034	3,340,310
		<del></del>	have examined this return, includii	accompanying schedules an	d statement	and to the best of	f my kno	uladae and ballet it is
			preparer (ether than officer) is ba				i iliy Kilo	wiedge and belief, it is
		(9/			<u> </u>		ाप	JAN 2015
Sig	an P	Signature of officer		<del></del>			Date	<u> </u>
He		HOAD O	FSCHOOL.	TAMES 1.	ALE	محاال.	. 1	
	1 -	Type or print name and title						
	Print/Typ	e preparer's name	Preparer	's signature		Date	Check	If PTIN
Pậi	d JIDA L	. ROSA	1 J	daktha		1/13/1	self-em	ployed P00195964
_	parer Firm's na		ane Grant Thorn			<del></del>	s EIN	66-0563256
Uşe	- Only		Bolivia St Ste					
	Firm's ac	sdress San	Juan, PR 0091	7-2000		Phor	ne no	787-754-1915
May			preparer shown above? (see i	nstructions)		,	-	Yes No
For	Paperwork Red		the separate instructions.	<u> </u>				Form <b>990</b> (2013)
DAA						$M_{\text{eff}}$		5
						()		

			0272821	Page <b>2</b>
	Statement of Program Ser Check if Schedule O contain	vice Accomplishments s a response or note to any line in this l	Part III	X
1 Briefly desc	cribe the organization's mission	s a respective or more to any mile in time		<u></u>
See \$ch	edule O			
	· -	program services during the year which were not	listed on the	
•	990 or 990-EZ? scribe these new services on Sche	dula O		Yes X No
•		dule O ke significant changes in how it conducts, any pro	oram	
services?	<b>3</b> ,	,, , , , , , , , , , , , , , , ,	<b>3</b>	Yes X No
	scribe these changes on Schedule			
	_	ccomplishments for each of its three largest progi anizations are required to report the amount of gi	-	
	penses, and revenue, if any, for ea		ants and anocations to others,	
4a (Code		398,714 including grants of \$		11,905,141)
		related to the education		
	der through Twelv as 833.	e Grade. Total enrollmen	it for the Academia	c rear
		ne 30, 2014, the School	received funds fr	om: Title
II-A Pr	ogram "Teacher an	d Principal Training and	Recruiting Fund"	. The
		s program (\$83,168) and		
	<ul><li>style="list-style-type: square;"&gt;(5)</li><li>are included included</li></ul>	n the \$11,905,141 of rev	renues and \$8,898,	714 of
expense	s, respectivery.			
4b (Code	\/Evpanses \$	uncluding grants of C	) (Payanya f	
4b (Code	) (Expenses \$	including grants of \$	) (Revenue \$	,
4c (Code	) (Expenses \$	including grants of \$	) (Revenue \$	)
	am services (Describe in Schedule	•		
(Expenses			Revenue \$	
4e i otai progra	am service expenses >	8,898,714		

P	artiv Checklist of Required Schedules			
			Yes	N
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes,"			
	complete Schedule A	1	X	
2	Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	2	X	T
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to			Г
	candidates for public office? If "Yes," complete Schedule C, Part I	3		K
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h)			
	election in effect during the tax year? If "Yes," complete Schedule C, Part II	4	j	x
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues,			
	assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C,	-	İ	
	Part III	5		X
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors			Г
	have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If			
	"Yes," complete Schedule D, Part I	6	ļ	X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space,			
	the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	7	ĺ	X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes,"			
	complete Schedule D, Part III	8		X
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a			
	custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or			
	debt negotiation services? If "Yes," complete Schedule D, Part IV	9	X	
0	Did the organization, directly or through a related organization, hold assets in temporarily restricted			
	endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	10	X	
1	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI,		4	
	VII, VIII, IX, or X as applicable			
а	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes,"			ĺ
	complete Schedule D, Part VI	11a	X	<u> </u>
b	Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more	ŀ		i
	of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	11b		X
С	Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more	ŀ		
	of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	11c		X
d	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets			
	reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	11d	X	
e	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	11e	X	
f	Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses		<b>.</b>	
٥-	the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	11f	X	
2d	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete	420	x	
<b>.</b>	Schedule D, Parts XI and XII	12a		—-
þ	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	126	1	X
3	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	12b	x	
u 4a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		x
b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking,	140	$\dashv$	
	fundraising, business, investment, and program service activities outside the United States, or aggregate		1	
	foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV	14b		x
5	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or	145		
•	for any foreign organization? If "Yes," complete Schedule F, Parts II and IV	15		x
6	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other			
•	assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV	16		x
7	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on			_==
	Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)	17	1	x
8	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on		$\neg \uparrow$	
	Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	18		X
9	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a?			<del></del>

20a

20b

If "Yes," complete Schedule G, Part III

20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H

b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?

Page	4
, auc	_

Part IV Checklist of Required Schedules	(continued)
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	1		Yes	No
21	Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or		103	1.00
	government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II	21		X
22	Did the organization report more than \$5,000 of grants or other assistance to individuals in the United States			
	on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III	22		X
23	Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the			
	organization's current and former officers, directors, trustees, key employees, and highest compensated			ĺ
	employees? If "Yes," complete Schedule J	23	х	1
24a	randa di kacamatan d			
	\$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b			
		24a		x
b		24b		
С	Did the organization maintain an escrow account other than a refunding escrow at any time during the year			
		24c		
d		24d		
25a	Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction			
		25a		х
b	Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior			<u> </u>
_	year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ?			
		25b		X
26	Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any			
	current or former officers, directors, trustees, key employees, highest compensated employees, or	j		
		26		X
27	Did the organization provide a grant or other assistance to an officer, director, trustee, key employee,			
	substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled	ŀ		
		27		X
28			, Militar	
	Part IV instructions for applicable filing thresholds, conditions, and exceptions)			**
а		28a	X	
b	A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete			
		28b	x	
c	An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof)			
	was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV	28c	X	
29	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M	29	X	
30	Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified			
	conservation contributions? If "Yes," complete Schedule M	30		X
31	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N,			
	Part I	31		X
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes,"	Į	ļ	
	complete Schedule N, Part II	32		X
33	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations		l	
	sections 301 7701-2 and 301 7701-3? If "Yes," complete Schedule R, Part I	33		X
34	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III,	- 1	Ì	
	or IV, and Part V, line 1	34	X	
35a	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	5a		X
b	If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a	- 1	ĺ	
	controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2	5b		
36	Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable	- 1	ļ	
	programme to the contract of t	36		<u>_X</u>
37	Did the organization conduct more than 5% of its activities through an entity that is not a related organization	- {	-	
	and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R,			
	Part VI	37		X
88	Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and		1	
	19? Note. All Form 990 filers are required to complete Schedule O	38	X	

_	n 990 (2013) THE BALDWIN SCHOOL OF PUERTO RICO, 66-0272821	<del></del>		Page
L	Statements Regarding Other IRS Filings and Tax Compliance			[
	Check if Schedule O contains a response or note to any line in this Part V		TV	
12	Enter the number reported in Box 3 of Form 1096 Enter -0- if not applicable		Yes	s No
1a	Enter the number reported in Box 3 of Form 1096 Enter -0- if not applicable  Enter the number of Forms W-2G included in line 1a Enter -0- if not applicable  1b 0			
b	——————————————————————————————————————			
С	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	10	\$6.724	X
20		<u>1c</u>	Si Musik	
2a				
h				
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2b		
22	Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)  Did the organization have unrelated business gross income of \$1,000 or more during the year?	<del></del>	-	X
3a b		3a 3b	<del></del>	╁╌
_	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	30	+-	+
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority		1	
	over, a financial account in a foreign country (such as a bank account, securities account, or other financial	1		x
	account)?	4 <u>a</u>	+-	+-
þ	If "Yes," enter the name of the foreign country	]		7,
-	See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts			X
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5a	<del> </del>	$+\hat{\mathbf{x}}$
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5b 5c	+	+-
C	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?  Does the organization have annual gross receipts that are normally greater than \$100,000, and did the	50	┼	+-
6a	·	ا م	1	x
<b>h</b>	organization solicit any contributions that were not tax deductible as charitable contributions?  If "Yes," did the organization include with every solicitation an express statement that such contributions or	<u>6a</u>	+-	+^
b	gifts were not tax deductible?	6b		1
7	Organizations that may receive deductible contributions under section 170(c).		12-62-	4.3
	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods	*, e* * * · · · · · · · · · · · · · · · ·		
а	and services provided to the payor?	7a		- -si
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7a 7b	+	+-
C	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was	10	<del> </del>	+-
·	required to file Form 8282?	7c	1	1
d	If "Yes," indicate the number of Forms 8282 filed during the year 7d	· · ·		31
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7e	-	-
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7f	+	+-
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as requir	<del></del>	1	+
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 10		+	+
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting	<u>                                   </u>	1.2.	133
•	organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring		-	
	organization, have excess business holdings at any time during the year?	8		
9	Sponsoring organizations maintaining donor advised funds.		13.0	
а	Did the organization make any taxable distributions under section 4966?	9a	عصدا	
b	Did the organization make a distribution to a donor, donor advisor, or related person?	9b	† —	1
10	Section 501(c)(7) organizations. Enter		. 4 %	1.3
a	Initiation fees and capital contributions included on Part VIII, line 12	10 A		1.7
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities  10b		1,000	1
11	Section 501(c)(12) organizations. Enter		17.	1
а	Gross income from members or shareholders	14	1 2 Pr	
b	Gross income from other sources (Do not net amounts due or paid to other sources	1	1 2	
-	against amounts due or received from them )	2 4		444
2a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	1	1
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year		1980	P.S.
3	Section 501(c)(29) qualified nonprofit health insurance issuers.			1
а	Is the organization licensed to issue qualified health plans in more than one state?	13a	1	1
_	Note. See the instructions for additional information the organization must report on Schedule O	1.54	. 7.	200
ь	Enter the amount of reserves the organization is required to maintain by the states in which			1775

14a

13b 13c

14a

C

the organization is licensed to issue qualified health plans

Did the organization receive any payments for indoor tanning services during the tax year?

If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O

Enter the amount of reserves on hand

Form 990 (2013) THE BALDWIN SCHOOL OF PUERTO RICO, 66-0272821			age <b>6</b>								
Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b be											
response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedu	ıle O. See ıı	nstruc	tions.								
Check if Schedule O contains a response or note to any line in this Part VI			_X_								
Section A. Governing Body and Management											
	EX.	Yes	No								
1a Enter the number of voting members of the governing body at the end of the tax year 1a 12			Na.								
If there are material differences in voting rights among members of the governing body, or											
If the governing body delegated broad authority to an executive committee or similar											
committee, explain in Schedule O.											
b Enter the number of voting members included in line 1a, above, who are independent											
Did any officer, director, trustee, or key employee have a family relationship or a business relationship with											
any other officer, director, trustee, or key employee?	. 2	X									
3 Did the organization delegate control over management duties customarily performed by or under the direct											
supervision of officers, directors, or trustees, or key employees to a management company or other person?	.   3		X								
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4_		X								
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5	<del></del>	X								
6 Did the organization have members or stockholders?	6	X									
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint	ļ										
one or more members of the governing body?	. <u>7a</u>	X									
<b>b</b> Are any governance decisions of the organization reserved to (or subject to approval by) members,											
stockholders, or persons other than the governing body?	7b	X	. vo. \ m # . /								
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the fo	7		er								
a The governing body?	8a	X									
b Each committee with authority to act on behalf of the governing body?	<u>8b</u>	X									
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at											
the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9	ا حا	<u>x</u>								
Section B. Policies (This Section B requests information about policies not required by the Internal Re	venue Co		<del></del>								
40. Data and Carlos I also be to be a first of	40	Yes	No X								
10a Did the organization have local chapters, branches, or affiliates?	. 10a										
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters,	405										
affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b	x									
Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?			<u> </u>								
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.	13-	X	ž, 3 <sub>2</sub> 5. *								
<ul> <li>12a Did the organization have a written conflict of interest policy? If "No," go to line 13</li> <li>b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflict.</li> </ul>	12a ts? 12b	X									
	120	^									
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	120	x									
13 Did the organization have a written whistleblower policy?	12c	-	x								
14 Did the organization have a written document retention and destruction policy?	14		X								
15 Did the process for determining compensation of the following persons include a review and approval by	70,50	(A	15.88								
independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?	\$ ************************************										
a The organization's CEO, Executive Director, or top management official	15a	y + ".	ARINI X								
b Other officers or key employees of the organization	15b		X								
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions)	- 100 - 100 - 100	, , , , ; ,	<u></u>								
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement	)		in a								
with a taxable entity during the year?	16a	_ ^ ^ ^	X								
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its	, , , ,	rs 0 6									
participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the	ۣ ؙؙۯڲۯؿ	1277									
organization's exempt status with respect to such arrangements?	. 16b										
Section C. Disclosure											
17 List the states with which a copy of this Form 990 is required to be filed ▶ PR											
18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s or	nly)										
available for public inspection. Indicate how you made these available. Check all that apply.	• •										
Own website Another's website X Upon request Other (explain in Schedule O)											
19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, a	and										
financial statements available to the public during the tax year.											
20 State the name, physical address, and telephone number of the person who possesses the books and records of the											
organization: ▶ JAMES NELLIGAN CARR. 833 KM 13.1 LOS FIL	<b>IROS</b>										
GUAYNABO PR 00969	787-72	0-2	421								
			(2013)								

orm 990 (2013) T	HE BA	LDWIN	SCHOOL	OF'	PUERTO	RICO.	66-0272821

Page 7

Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

- 1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year
- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation Enter -0- in columns (D), (E), and (F) if no compensation was paid
  - List all of the organization's current key employees, if any. See instructions for definition of "key employee"
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations. List persons in the following order: individual trustees or directors; institutional trustees, officers, key employees, highest compensated employees; and former such persons

Check this box if neither the organization nor any related organizations compensated any current officer, director, or trustee

	<del></del>	<u> </u>					<del>-</del>	<del></del>	<del></del>	<del></del>
(A) Name and Title	(B) Average				C) sition		- {	(D) Reportable	(E) Reportable	(F) Estimated
Name and The	hours per			check	тоге	than one		compensation	compensation from	amount of
	week (list any					is both an or/trustee)		from the	related organizations	other
	hours for		<del></del>					organization	(W-2/1099-MISC)	compensation from the
	related	d M	State	Officer	ey e	Highest employe		(W-2/1099-MISC)		organization
	organizations below dotted	og E	ğ	٦	Key employee	yee St Co	۱ ۹	ļ		and related organizations
	line)	Individual trustee or director	함	1	уее	륁	-			
	ţ	8	nstitutional trustee	1		Highest compensated employee	-	ļ		
(1) MIGUEL SOTO CLAS	  S	+-	$\vdash$	├	├	<del>                                     </del>	+		<del></del>	
(:)	2.00	ł		1	}	1 1	- }			
DIRECTOR	0.00	X		}	1	1 1	1	o	0	0
(2) JOSE A. FAGOT DI		+==		1			7	<del></del>		
(2, 0 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	2.00			1		1 1				
SECRETARY	0.00	x			1		-	o	0	0
(3) JOAQUIN BACARDI	<del> </del>	+==	_	<del>                                     </del>			$\dashv$			
(0,000020000000000000000000000000000000	2.00	1	İ	{		[ [	1			
DIRECTOR	0.00	x	ĺ			1 1		o	0	0
(4) FEDERICO SANCHEZ		==	_	<del>                                     </del>			$\top$		<del></del>	
(,, = = =	2.00					[	ļ			
DIRECTOR	0.00	X				! !	ł	o	0	0
(5) ENRIQUE N. ARZUA					_		7			<u></u>
(0)	2.00			(		1 1		Į.		
VICE-PRES.	0.00	x		[ ]		1 1		ol	0	0
(6) DOUGLAS W. PENNO							1			<del></del>
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PRESIDENT	0.00	x					- [	o	0	0
(7) CARMEN S. MELERO			_				1			
•	2.00	1 1					1	l		
DIRECTOR	0.00	x			i		-	o	ol	0
(8) ANTONIO CASELLAS		$\Box$					1			<del></del>
,,	2.00	1 1		l						
TREASURER	0.00	$ \mathbf{x} $					1	ol	ol	0
(9) ALBERTO LEDESMA,	P.E.						十			<del></del>
(.,	2.00	1 1		j			1	ì		
DIRECTOR	0.00	x		1			1	ol	o	0
(10) ALEXANDRA CALDER							╅			<del></del>
(,	2.00	1	ł	1	1	- 1	1	j		
DIRECTOR	0.00	$ \mathbf{x} $	[	- i	Í	ì	1	o	o	0
(11) ALEIDA L. ARBONA					_	_	$\top$	<del></del>	<del></del>	<u>`</u>
, , , , = = = = = = = = = = = = = = = =	2.00	} }	İ	- 1	j		1	1		
DIRECTOR	0.00	$\mathbf{x}$	}	1	}	- 1	1	o	o	0
DAA								<u>~_</u>	<u>-</u>	Form 990 (2013)

Part VII Section A. Officer	s, Directors, Tru	iste	s, K	ey E	mpl	oyee	es, a	nd Highest Compensated	Employees (continued)	
(A) Name and title	(B) Average hours per week (list any hours for	bo	x, un!	Pos check ess pe and a c	erson	than o	ee)	(D) Reportable compensation from the organization	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the
	related organizations below dotted line)	or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former	(W-2/1099-MISC)	(44-21095-MISC)	organization and related organizations
(12) JAMES NELLIGAN	40.00									
HEADMASTER	0.00					x		211,438	o	80,830
(13)										
(14)	-				-					
(15)		-	-							
(16)	2	-								
(17)		_								
(18)										
(19)										
1b Sub-total	<u> </u>			اا		L	<b>&gt;</b>	211,438		80,830
c Total from continuation she	ets to Part VII, S	ecti	on A	١.			<b>&gt;</b>	211,438		00.020
d Total (add lines 1b and 1c)  Total number of individuals (in	cluding but not lii	nited	to t	hose	e liste	ed ab	ove)		100,000 in	80,830
reportable compensation from  3 Did the organization list any for employee on line 1a? If "Yes,"  4 For any individual listed on line organization and related organization and related organization and person listed on line 1.	rmer officer, dire complete Schedi e 1a, is the sum o lizations greater to a receive or accr	ector, ule J of rep than ue co	or to for soortal \$150	such ble c 0,000 ensa	indivomp 02 If	vidua ensa "Yes from	l ition ," co any	and other compensation fr mplete Schedule J for such unrelated organization or ir	om the	Yes No 3 X
for services rendered to the organical Relation Relationships		es," c	omp	lete	Sche	edule	J fo	or such person	<u> </u>	5 X
Complete this table for your five compensation from the organization.	e highest compe	nsate mpe	ed in	depe	ende or the	nt co	ntra enda	ctors that received more that year ending with or within	an \$100,000 of the organization's tax year	·
	(A) business address								(B) on of services	(C) Compensation
				<u> </u>				····		
				<del></del> ··				and reside		
2 Total number of independent of received more than \$100,000 of								listed above) who	0	Form <b>990</b> (2013)
DAA										rorm <b>33U</b> (2013)

Part VIII Statement of Revenue Check if Schedule O contains a response or note to any line in this Part VIII (D) Revenue (C) Unrelated Total revenue excluded from tax exempt function business under sections revenue revenue 512-514 Grants mounts 1a Federated campaigns 1a b Membership dues 1b c Fundraising events 1c d Related organizations 1d 35,386 Program Service Revenue Contributions, e Government grants (contributions) 1e f All other contributions, gifts, grants, and similar amounts not included above 326,294 45,053 g Noncash contributions included in lines 1a-1f 361,680 h Total. Add lines 1a-1f Busn. Code 900099 9,089,384 9,089,384 STUDENT TUITION 2a 900099 966,450 966,450 b BUILDING FEE 611710 338,000 338,000 C ENROLLMENT FEE 611710 263,418 263,418 SUMMER CAMP 258,300 258,300 480000 TECHNOLOGY FEE 900099 235,558 235,558 f All other program service revenue 11,151,110 4, ▶ Total. Add lines 2a-2f Investment income (including dividends, interest, 92,774 92,774 and other similar amounts) Income from investment of tax-exempt bond proceeds Royalties (ı) Real (II) Personal 6a Gross rents b Less rental exps Rental inc or (loss) Net rental income or (loss) Gross amount from (i) Securities (ii) Other sales of assets 169,220 other than inventor Less cost or other basis & sales exps 169,220 Gain or (loss) 169,220 169,220 d Net gain or (loss) 8a Gross income from fundraising events Other Revenue (not including \$ of contributions reported on line 1c) See Part IV, line 18 b Less direct expenses Net income or (loss) from fundraising events 9a Gross income from gaming activities See Part IV, line 19 Less direct expenses c Net income or (loss) from gaming activities 10a Gross sales of inventory, less returns and allowances 6,307 b Less cost of goods sold -6,307 -6,307 Net income or (loss) from sales of inventory Miscellaneous Revenue Busn. Code 900099 107,127 107,127 11a OTHER INCOME 29,537 29,537 532420 RENTAL INCOME b C All other revenue 136,664 Total, Add lines 11a-11d ▶ 11,905,141 11,450,687 92,774 Total revenue. See instructions

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A) Check if Schedule O contains a response or note to any line in this Part IX X (A) (B) (C) (D) Do not include amounts reported on lines 6b, Total expenses Program service Management and Fundraising 7b, 8b, 9b, and 10b of Part VIII. expenses general expenses expenses Grants and other assistance to governments and organizations in the U.S. See Part IV, line 21 Grants and other assistance to individuals in the US See Part IV, line 22 Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16 Benefits paid to or for members Compensation of current officers, directors, trustees, and key employees Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) 5,480,304 3,890,595 1,589,709 Other salaries and wages Pension plan accruals and contributions (include 303,367 303,367 section 401(k) and 403(b) employer contributions) Other employee benefits 471,053 471,053 Payroll taxes Fees for services (non-employees): Management Legal Accounting Lobbying Professional fundraising services See Part IV, line 17 Investment management fees Other (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O) 60,213 60,213 12 Advertising and promotion 13 Office expenses 169,790 169,790 14 Information technology 15 Royalties 16 Occupancy 17 Travel 18 Payments of travel or entertainment expenses for any federal, state, or local public officials 19 Conferences, conventions, and meetings 173,725 173,725 20 Interest 21 Payments to affiliates 073,742 1,073,742 22 Depreciation, depletion, and amortization 106,125 106,125 23 Insurance 24 Other expenses Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.) 766,565 766,565 STAFF & FAMILY TUITION DI 537,123 537,123 PROFESSIONAL FEES ь 444,962 444,962 GENERAL INSURANCE 219,155 219,155 MATERIALS EXPENSE 268,529 1,488,133 1,219,604 All other expenses 11,294,257 8,898,714 2,395,543 ō 25 Total functional expenses. Add lines 1 through 24e Joint costs. Complete this line only if the 26 organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation Check here following SOP 98-2 (ASC 958-720)

Form 990 (2013)

Part X **Balance Sheet** Check if Schedule O contains a response or note to any line in this Part X (A) (B) Beginning of year End of year 5,940,120 6,116,405 Cash—non-interest bearing 2 Savings and temporary cash investments Pledges and grants receivable, net 82,002 88,939 Accounts receivable, net Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions) Complete Part II of Schedule L Notes and loans receivable, net 7 3,394 Inventories for sale or use 71,227 159,642 Prepaid expenses and deferred charges 9 10a Land, buildings, and equipment cost or 24,028,946 other basis Complete Part VI of Schedule D 10a 9,760,102 14,283,808 10b 14,268,844 b Less: accumulated depreciation 10c 11 Investments—publicly traded securities 11 12 Investments-other securities. See Part IV, line 11 12 13 Investments—program-related See Part IV, line 11 13 14 14 Intangible assets 2,741,398 2,815,619 15 15 Other assets See Part IV, line 11 23,121,949 23,449,449 Total assets. Add lines 1 through 15 (must equal line 34) 16 16 34,282 5,491 17 Accounts payable and accrued expenses 17 18 Grants payable 18 19 19 Deferred revenue 20 Tax-exempt bond liabilities 20 157,675 168,612 21 21 Escrow or custodial account liability Complete Part IV of Schedule D 22 Loans and other payables to current and former officers, directors, Liabilities trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L 22 6,975,858 6,823,895 23 23 Secured mortgages and notes payable to unrelated third parties Unsecured notes and loans payable to unrelated third parties 24 24 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X 6,618,100 6,504,533 of Schedule D 13,785,915 13,502,531 26 Total liabilities. Add lines 17 through 25 Organizations that follow SFAS 117 (ASC 958), check here X and Net Assets or Fund Balances complete lines 27 through 29, and lines 33 and 34. 8,965,847 9,496,989 Unrestricted net assets 370,187 28 28 449,929 Temporarily restricted net assets 29 Permanently restricted net assets 29 Organizations that do not follow SFAS 117 (ASC 958), check here and complete lines 30 through 34. 30 Capital stock or trust principal, or current funds 30 Paid-in or capital surplus, or land, building, or equipment fund 31 31 32 Retained earnings, endowment, accumulated income, or other funds 32 9,336,034 9,946,918 33 Total net assets or fund balances 33 23,121,949 23,449,449 Total liabilities and net assets/fund balances

-orn	1990 (2013) THE BALDWIN SCHOOL OF PUERTO RICO, 66-0272821			ļ	⊃age	12
Pa	rt XI Reconciliation of Net Assets					
	Check if Schedule O contains a response or note to any line in this Part XI				Γ	$\neg$
1	Total revenue (must equal Part VIII, column (A), line 12)	1	11,	905	,14	41
2	Total expenses (must equal Part IX, column (A), line 25)	2	11,	294	,2!	<del>57</del>
3	Revenue less expenses Subtract line 2 from line 1	3		610		
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4		336		
5	Net unrealized gains (losses) on investments	5	•			_
6	Donated services and use of facilities	6				
7	Investment expenses	7				
8	Prior period adjustments	8				
9	Other changes in net assets or fund balances (explain in Schedule O)	9				_
10	Net assets or fund balances at end of year Combine lines 3 through 9 (must equal Part X, line					_
	33, column (B))	10	9,	946	, 91	T8
Pa	rt XII Financial Statements and Reporting					
	Check if Schedule O contains a response or note to any line in this Part XII				[	
1	Accounting method used to prepare the Form 990			Ye	s N	10
	Schedule O					
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?		2a	1	] 3	X
	If "Yes," check a box below to indicate whether the financial statements for the year were compiled or		1		# F	<u>\$</u> -4
	reviewed on a separate basis, consolidated basis, or both  Separate basis  Consolidated basis  Both consolidated and separate basis					
b	Were the organization's financial statements audited by an independent accountant?		2t			
	If "Yes," check a box below to indicate whether the financial statements for the year were audited on a		,	1 .3	*, '	-
	separate basis, consolidated basis, or both		* ·	İ		
	Separate basis Consolidated basis Both consolidated and separate basis			ئــا ھ		i
С	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight					
	of the audit, review, or compilation of its financial statements and selection of an independent accountant?		20	<del></del>		
	If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O		, <u>**</u>	i		*
3a	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in					
	the Single Audit Act and OMB Circular A-133?		3a	$\bot$	_   3	<u>X</u>
b	If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the			-		
	required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits		36	. 1	1	

Form **990** (2013)

## SCHEDULE A (Form,990 or 990-EZ)

**Public Charity Status and Public Support** 

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

4947(a)(1) Hollexempt Chartable trust

▶ Attach to Form 990 or Form 990-EZ.

▶ Information about Schedule A (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No 1545-0047 **2013** 

Open to Public

Department of the Treasury Internal Revenue Service Name of the organization

THE BALDWIN SCHOOL OF PUERTO RICO, INC.

Employer identification number 66-0272821

P	artil	Reas	on for Public Charity	Status (All organizations	must c	omplete	this p	art.) Se	ee inst	ruction	ns.		
				e it is (For lines 1 through 11, c				<u>,, </u>					
1				ociation of churches described i	_								
2	X	•	cribed in section 170(b)(1)(				//\-/-						
3				ce organization described in sec	tion 170	(b)(1)(A)(i	ii).						
4	H	•		in conjunction with a hospital of			•	(1)(A)(ii	i) Ente	r the hos	nital's name		
7	Ш	city, and state		on conjunction with a neephane	100011004	0001101			.,. L		pitaro riarrio,		
5		•	nization operated for the benefit of a college or university owned or operated by a governmental unit described in										
3	Ш				or operate	su by a go	verillie	illai uiik	describ	eu III			
	$\Box$			A)(iv). (Complete Part II )									
6	$\mathbb{H}$	•	, ,	e, or local government or governmental unit described in section 170(b)(1)(A)(v).									
7		An organization that normally receives a substantial part of its support from a governmental unit or from the general public											
_		described in section 170(b)(1)(A)(vi). (Complete Part II)											
8	$\square$	•		70(b)(1)(A)(vi). (Complete Part	•				_				
9	ٺــا	•	•	) more than 33 1/3% of its supp				-		-	i		
		•		pt functions—subject to certain									
		٠.	•	d unrelated business taxable in	•		•	from bu	Isinesse	es			
			<del>-</del>	0, 1975 See <b>section 509(a)(2)</b> .									
10	Ш	•	•	exclusively to test for public safe	•								
11		•	-	exclusively for the benefit of, to p									
				ed organizations described in se						ection			
			r1	ne type of supporting organization			es 11e t						
		a Type		c Type III–Function			d				onally integra	ted	
е		By checking t	this box, I certify that the orga	anization is not controlled directl	y or indire	ectly by on	e or mo	re disqu	alified p	ersons			
		other than for	undation managers and othe	r than one or more publicly supp	ported org	anızatıon	s descrit	oed in se	ection 5	09(a)(1)			
		or section 50	9(a)(2)										
f		If the organiz	ation received a written dete	rmination from the IRS that it is	a Type I, ˈ	Type II, or	Type ill	support	ing				
		organization,	check this box										
g		Since August	t 17, 2006, has the organizat	ion accepted any gift or contribu	ition from	any of the	•						
		following per	rsons?										
		(i) A persor	n who directly or indirectly co	ntrols, either alone or together v	vith perso	ns descrit	oed ın (ıı	) and				Yes	No
		(III) below	w, the governing body of the	supported organization?							11g(ı)		
		(ii) A family	member of a person describ	ed ın (ı) above?							11g(ıi)		
		(iii) A 35% c	ontrolled entity of a person d	escribed in (i) or (ii) above?							11g(iii)		Τ
h		Provide the f	following information about th	ne supported organization(s)									
	) Name	e of supported	(ii) EIN	(III) Type of organization	(iv) Is the	organization	(v) Did )	ou notify	(vi)	s the	(vii) Amount	of mone	tary
	org	anization		(described on lines 1–9	1 ''	isted in your		nization in	organizat		supp	ort	
				above or IRC section (see instructions))	governing	document?		of your port?		zed in the			
				(See Manachonay)	Yes	No	Yes	No	Yes	No			
(A)													
• •													
(B)	•												
<b>(</b> -,					1	ļ							
(C)		· · · · · ·			1								
(-)									İ				
(D)													
(E)											_		
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									<b>,</b>	* * * * * * * * * * * * * * * * * * * *			
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For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule A (Form 990 or 990-EZ) 2013

THE BALDWIN SCHOOL OF PUERTO RICO, 66-0272821 Schedule A (Form 990 or 990-EZ) 2013 Page 2 Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi) (Complete only if you checked the box on line 5, 7, or 8 of Part I or If the organization failed to qualify under Part III If the organization fails to qualify under the tests listed below, please complete Part III) Section A. Public Support Calendar year (or fiscal year beginning in) (a) 2009 (b) 2010 (c) 2011 (d) 2012 (e) 2013 (f) Total Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants") Tax revenues levied for the organization's benefit and either paid to or expended on its behalf The value of services or facilities furnished by a governmental unit to the organization without charge Total. Add lines 1 through 3 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) Public support. Subtract line 5 from line 4 Section B. Total Support Calendar year (or fiscal year beginning in) (b) 2010 (c) 2011 (d) 2012 (e) 2013 (a) 2009 (f) Total Amounts from line 4 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources Net income from unrelated business activities, whether or not the business is regularly carried on Other income Do not include gain or loss from the sale of capital assets (Explain in Part IV) 83 ,1 **/ / / /** , ; \* Total support. Add lines 7 through 10 11 12 Gross receipts from related activities, etc. (see instructions) 12 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) 13 organization, check this box and stop here Section C. Computation of Public Support Percentage Public support percentage for 2013 (line 6, column (f) divided by line 11, column (f)) 14 15 Public support percentage from 2012 Schedule A, Part II, line 14 16a 33 1/3% support test—2013. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this

box and stop here. The organization qualifies as a publicly supported organization 33 1/3% support test—2012. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more,

check this box and stop here. The organization qualifies as a publicly supported organization

10%-facts-and-circumstances test—2013. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization

10%-facts-and-circumstances test-2012. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization

Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions

Schedule A	(Form	990 or	990-EZ)	2013

Page 3

Part III. Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II.

If the organization fails to qualify under the tests listed below, please complete Part II.)

Calendar year (or fiscal year beginning in) ► (a) 2009 (b) 2010 (c) 2011 (d) 2012 (e) 2013 (f) Total of Clas, pages, combutions, and membersh feet released (Ch ord include any "unusual grant")  2. Ghoss receipts from admissions, mechanides sold or services performed, or feetings or comparations face exemply purpose or commendations for the comparations face exemply purpose or commendations for the comparations face exemply purpose or commendations for the comparations face exemply purpose or commendation for the comparation face exemply purpose or commendation face or bisenses under section 513  3. Tax revenues leviced for the organization without change or comparation without change for the comparation without change for Total. Add lines 1 through 5  7. Tax late of services or face/test furnished by a governmental unit to the organization without change for Total. Add lines 1 through 5  7. Tax late of services or face/test furnished by a governmental unit to the organization without change for the comparation of the services of the services of the comparation of the services of the s	Sec	tion A: Public Support	quality under the	ile tests listed i	below, please c	ompiete i art i	<u>'</u>		<del> </del>
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organization, check this box and stop here  Section C. Computation of Public Support Percentage  15 Public support percentage for 2013 (line 8, column (f) divided by line 13, column (f))  16 Public support percentage from 2012 Schedule A, Part III, line 15  Section D. Computation of Investment Income Percentage  17 Investment income percentage for 2013 (line 10c, column (f) divided by line 13, column (f))  18 Investment income percentage from 2012 Schedule A, Part III, line 17  19 33 1/3% support tests—2013. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line  17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  10 Investment income percentage from 2012 Schedule A, Part III, line 17  10 Investment income percentage from 2012 Schedule A, Part III, line 17  11 Investment income percentage from 2012 Schedule A, Part III, line 17  12 Investment income percentage from 2012 Schedule A, Part III, line 17  13 Investment income percentage from 2012 Schedule A, Part III, line 17  14 Investment income percentage from 2012 Schedule A, Part III, line 17  15 Investment income percentage from 2012 Schedule A, Part III, line 17  16 Investment income percentage from 2012 Schedule A, Part III, line 17  17 Investment income percentage from 2012 Schedule A, Part III, line 17  18 Investment income percentage from 2012 Schedule A, Part III, line 17  18 Investment income percentage from 2012 Schedule A, Part III, line 17  18 Investment income percentage from 2012 Schedule A, Part III, line 19  18 Investment income percentage from 2012 Schedule A, Part III, line 19  19 Investment income percentage from 2012 Schedule A, Part III, line 19  10 Investment income percentage from 2012 Schedule A, Part III, line 19  10 Investment income percentage from 2012 Schedule A, Part III, line 19  10 Investment income percentage from 2012 Schedule A, Part III, line 19  10 Investment income percentage from 2012 Schedule A, Part III, line	14	,	organization's first	, second, third, fou	rth, or fifth tax year	as a section 501(	(c)(3)		
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Public support percentage from 2012 Schedule A, Part III, line 15  Section D. Computation of Investment Income Percentage  Investment income percentage for 2013 (line 10c, column (f) divided by line 13, column (f))  Investment income percentage from 2012 Schedule A, Part III, line 17  18  33 1/3% support tests—2013. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization    Investment income percentage from 2012 Schedule A, Part III, line 17	Sec	tion C. Computation of Public Su	ipport Percen	tage					
Investment income percentage for 2013 (line 10c, column (f) divided by line 13, column (f))  Investment income percentage from 2012 Schedule A, Part III, line 17  18  33 1/3% support tests—2013. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization    Investment income percentage for 2013 (line 10c, column (f) divided by line 13, column (f))    17   18   96   18   17   18   97   18   97   19   19   19   19   19   19   19   19	15				n (f))				%
Investment income percentage for 2013 (line 10c, column (f) divided by line 13, column (f))  Investment income percentage from 2012 Schedule A, Part III, line 17  18  33 1/3% support tests—2013. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization								16	%%
Investment income percentage from 2012 Schedule A, Part III, line 17  33 1/3% support tests—2013. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization							<del></del>	4	
33 1/3% support tests—2013. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization		· -			column (f))				<u>%</u>
17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization  b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization		· -			14 and line 15 :-	mara tha= 22 4 (20	/ and !:==	<u> 18  </u>	%_
b 33 1/3% support tests—2012. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization	ıya								
line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization	h								
in the second of	IJ							,,,	<b>•</b>
	20			-					<b>.</b>

Schedule A (Form 990 or 990-EZ) 2013 THE BALDWIN SCHOOL OF PUERTO RICO,

66-0272821

Page 4

**Supplemental Information.** Provide the explanations required by Part II, line 10, Part II, line 17a or 17b; and Part III, line 12. Also complete this part for any additional information. (See instructions).

## **SCHEDULE D** (Form 990)

Department of the Treasury Internal Revenue Service

Supplemental Financial Statements

► Complete if the organization answered "Yes," to Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.

► Attach to Form 990.

▶ Information about Schedule D (Form 990) and its instructions is at www.irs.gov/form990.

OMB No 1545-0047

	of the organization		Employer	dentification number
	HE BALDWIN SCHOOL OF PUERTO RICO,			000001
_	NC.			272821
P	Organizations Maintaining Donor Advised Fu Complete if the organization answered "Yes" to F	Inds or Other Similar Funds or A	ccount	S.
	Complete if the organization answered 100 to 1	(a) Donor advised funds		) Funds and other accounts
1	Total number at end of year	(4) 251.61 241.625 (2.142		, , , and and and accounts
2	Aggregate contributions to (during year)			<del></del>
3	Aggregate grants from (during year)			
4	Aggregate value at end of year		<del></del>	<del> </del>
5	Did the organization inform all donors and donor advisors in writing that	the assets held in donor advised		
-	funds are the organization's property, subject to the organization's excli			Yes No
6	Did the organization inform all grantees, donors, and donor advisors in	<del>-</del>		
	only for charitable purposes and not for the benefit of the donor or dono			
	conferring impermissible private benefit?			Yes No
P	rtill Conservation Easements.			
	Complete if the organization answered "Yes" to F	Form 990, Part IV, line 7		
1	Purpose(s) of conservation easements held by the organization (check	all that apply)		
	Preservation of land for public use (e g , recreation or education)	Preservation of an historically impo		d area
	Protection of natural habitat	Preservation of a certified historic	structure	
	Preservation of open space			
2	Complete lines 2a through 2d if the organization held a qualified conse	vation contribution in the form of a conserv	ation	·
	easement on the last day of the tax year		3	Held at the End of the Tax Year
а	Total number of conservation easements		2a	
b			2b	·-
С	Number of conservation easements on a certified historic structure incli	, ,	2c	
d	Number of conservation easements included in (c) acquired after 8/17/	D6, and not on a		
_	historic structure listed in the National Register	and the state of t	2d	
3	Number of conservation easements modified, transferred, released, ext	linguished, or terminated by the organization	n during t	ne
	tax year >	t-d <b>N</b>		
4	Number of states where property subject to conservation easement is to			
5	Does the organization have a written policy regarding the periodic moni	toring, inspection, nandling of		Yes No
6	violations, and enforcement of the conservation easements it holds?	ing consequation eacoments during the year	-	res No
0	Staff and volunteer hours devoted to monitoring, inspecting, and enforce	ing conservation easements during the year	•	
7	Amount of expenses incurred in monitoring, inspecting, and enforcing of	onservation easements during the year		
•	S	onsorvation casements during the year		
8	Does each conservation easement reported on line 2(d) above satisfy t	he requirements of section 170(h)(4)(B)		
	(i) and section 170(h)(4)(B)(ii)?			Yes No
9	In Part XIII, describe how the organization reports conservation easeme	ents in its revenue and expense statement,	and	
	balance sheet, and include, if applicable, the text of the footnote to the	organization's financial statements that desc	cribes the	)
	organization's accounting for conservation easements.			<del></del>
Pa	ort III Organizations Maintaining Collections of Art,		imilar A	Assets.
	Complete if the organization answered "Yes" to F	orm 990, Part IV, line 8		
1a	If the organization elected, as permitted under SFAS 116 (ASC 958), no			et
	works of art, historical treasures, or other similar assets held for public of		ance of	
	public service, provide, in Part XIII, the text of the footnote to its financial			
Þ	If the organization elected, as permitted under SFAS 116 (ASC 958), to			
	works of art, historical treasures, or other similar assets held for public e	exnibition, education, or research in furthera	ance of	
	public service, provide the following amounts relating to these items			Φ.
	(i) Revenues included in Form 990, Part VIII, line 1		<b>&gt;</b>	Þ
•	(ii) Assets included in Form 990, Part X	other similar essets for financial access	<b>+</b>	Ф
2	If the organization received or held works of art, historical treasures, or	<u> </u>	ue ine	
_	following amounts required to be reported under SFAS 116 (ASC 958)	relating to these items		¢
a L	Revenues included in Form 990, Part VIII, line 1			\$ \$
<u> </u>	Assets included in Form 990, Part X			Ψ

Schedule D (Fo	rm 990) 2013 THE	BALDW:	IN SCHOOL	OF PUERTO	RICO,	66-0	2728	21			Page 2
Part III	Organizations Ma	aintaining	Collections of	Art, Historical	Treasure	s, or Othe	er Simi	lar As	sets	(continu	ied)
3 Using the collection	organization's acquisiti items (check all that ap	ion, accession	n, and other records	s, check any of the fo	llowing that	are a signific	ant use	of its			
a Public	c exhibition		d 🗍	Loan or exchange p	rograms						
<del> </del>	larly research		e	Other							
<del> </del>											
	description of the organ		ections and explain	how they further the	organization	ı'c eyemnt n	umasa u	n Part			
XIII	description of the organ	nzation 3 con	collons and explain	mon they further the	organization	i a evenibi b	uipose ii	III ail			
<del>-</del>	e year, did the organizat										_
	be sold to raise funds ra			art of the organizatio	n's collection	?				Yes	No No
Part IV	Escrow and Cust		_	U		_				_	
	Complete if the org	-	answered "Yes	" to Form 990, P	art IV, line	9, or repo	orted a	n amo	ount or	n Form	
	990, Part X, line 2										
~	anization an agent, trust	tee, custodian	or other intermedi	ary for contributions	or other asse	ts not					
included o	on Form 990, Part X?									Yes	X No
b If "Yes," e	xplain the arrangement	ın Part XIII ar	nd complete the foll	owing table.							
							]	L		Amount	
c Beginning	balance						Ì	1c			
	during the year						Ì	1d			
	ns during the year						j	1e			
f Ending ba							ł	1f			<del></del>
_	ganization include an ar	nount on For	m 990 Part X line	212			·			X Yes	No
	xplain the arrangement		•		rouded in Di	ort YIII				163	X
24 1 (Martine 1 40 41 1	Endowment Fund		neck here it the ex	planation has been p	iovided iii Fa	311 1/11					
	Complete if the org		ancurated "Vac"	to Form OOD D	art IV Lina	10					
	Complete it the org	Janization a								<del></del>	
		ļ	(a) Current year	(b) Prior year	<del></del>	ears back		ee years		(e) Four y	
= :	of year balance	<u> </u>	2,037,812	1,785,56	B 1,0	665,160			,869		49,168
<b>b</b> Contribution		ļ				90,830		128	,206		38,631
c Net investi	ment earnings, gaıns, aı	nd				į			- 1		
losses		<u> </u>	211,067	255,23	9	29,578		311	,085	1.	38,070
d Grants or s	scholarships										
e Other expe	enditures for facilities an	nd			1	}			- [		
programs		L_	-2,248,879		5				- 1		
f Administra	tive expenses						_				
g End of yea	ir balance			2,037,81	2 1,7	85,568	1	, 665	,160	1,22	25,869
-	e estimated percentage	of the current	t vear end balance					·			
a Board desi	ignated or quasi-endowi	ment ▶ 10	0.00%	( (-),							
	t endowment ▶	%									
	ly restricted endowment		%								
	ntages in lines 2a, 2b, a										
•	endowment funds not in		•	on that are held and	administaras	l for the					
		tite possessio	on or the organizati	on that are nero and	aummistered	i ior the				Γv	
organizatio	-										es No
	ed organizations									3a(i)	X
• •	organizations			<b>.</b>						3a(ii)	X
	Ba(II), are the related org									3b	
1 0 A 147 W	Part XIII the intended u			ment funds							
	_and, Buildings, a										
	Complete if the orga	<u>anization a</u>	nswered "Yes"	to Form 990, Pa	rt IV, line	11a. See I	Form 9	90, P	art X,	<u>line 10.</u>	
	Description of property	i	(a) Cost or other ba	isis (b) Cost or	other basis	(c) Ac	cumulated		!	(d) Book valu	Je .
			(investment)	(ott	ner)	dep	reciation				
1a Land				9	68,539	\$5,000		1 × 1		968	3,539
<b>b</b> Buildings		Ī			64,583	<del></del>	177,	564	1	1,587	
c Leasehold	improvements	ľ	<del></del>			1					
d Equipment	p.oromonio	}				<del>                                     </del>					
e Other		}		7 7	95,824		582,	230		1,713	206
	a through 1e. (Column	(d) must saw	al Form 900 Dart V				JUZ ,		1		
Cai. Add IIIES 1	a unough re. (Column	(a) musi equi	ar i Offir 990, Fall A	, column (b), line 10	( <i>v</i> ). <i>j</i>					4,268	
								•	annadul.	n D /Form	GOO! 2042

(H)

Schedule D (Form 990) 2013

4 / Table	 Investments-	^	A

	Complete if the organization answered "Yes" to F	orm 990, Part IV, line	11b. See Form 990, Part X, line 12.
	(a) Description of security or category	(b) Book value	(c) Method of valuation
	(including name of security)		Cost or end-of-year market value
(1)	Financial derivatives		
(2)	Closely-held equity interests		
(3)	Other		
	(A)		
	(B)		
	(C)		
	(D)		
	(E)		
	(F)		
	(G)		

Part VIII Investments—Program Related.

Total. (Column (b) must equal Form 990, Part X, col. (B) line 12 ) ▶

Complete if the organization answered "Yes" to Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation Cost or end-of-year market value
		Cost of end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Column (b) must equal Form 990, Part X, col. (B) line 13 )		

otal. (Column (b) must equal Form 990, Part X, col. (B) I

Part IX Other Assets.

Complete if the organization answered "Yes" to Form 990, Part IV, line 11d See Form 990, Part X, line 15.

	(a) Description		(b) Book value
(1)	DESIGNATED CASH AND INVESTMENT HELD		2,643,150
(2)	RECEIVABLE FROM SCIENCE TECHNOLOGY		150,033
(3)	DEFERRED LOAN COSTS		20,082
(4)	DEPOSITS		2,354
(5)	DESIGNATED INVESTMENTS		
(6)			
(7)			
(8)			
(9)			
Total. (Column (b	) must equal Form 990, Part X, col (B) line 15.)	<b>&gt;</b>	2,815,619

Part X Other Liabilities.

Complete if the organization answered "Yes" to Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25

1. (a) Description of liability	(b) Book value	135	- 🖧	*,	Signary	
(1) Federal income taxes			w.		133	
(2) ADVANCED TUITION PAYMENTS	6,018,784	[] ** \$\frac{1}{2}" =	, , , , , , , , , , , , , , , , , , ,		2003	
(3) ACCRUED EXPENSES	485,749		. , .			
(4)						
(5)					. 77.3	
(6)		ے کی ڈے	\$	ž.		
(7)		1.5	182 1897	-1.		
(8)			1	<sub>و</sub> وُ	1.4	
(9)				. د	* 34	
Total. (Column (b) must equal Form 990, Part X, col (B) line 25 ) ▶	6,504,533		1.86		- 6肇	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII

X

	•				
Sche	edule D (Form 990) 2013 THE BALDWIN SCHOOL OF PUERTO	RICO,	66-027282	1	Page 4
Pa	irt XI Reconciliation of Revenue per Audited Financial Statem	ents Wit	h Revenue per Re	turn.	
	Complete if the organization answered "Yes" to Form 990, P	art IV, lin	e 12a.		
1	Total revenue, gains, and other support per audited financial statements	· · · · · · · · · · · · · · · · · · ·		1	11,911,448
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12			13.1	<u> </u>
а	Net unrealized gains on investments	2a		44.	
b	Donated services and use of facilities	2b			
С	Recoveries of prior year grants	2c			
d	Other (Describe in Part XIII.)	2d	6,307		
е	Add lines 2a through 2d		•	2e	6,307
3	Subtract line 2e from line 1			3	6,307 11,905,141
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			(300	
а	Investment expenses not included on Form 990, Part VIII, line 7b	4a			
b	Other (Describe in Part XIII )	4b			
С	Add lines 4a and 4b			4c	
5	Total revenue Add lines 3 and 4c. (This must equal Form 990, Part I, line 12)			5	11,905,141
Pa	rt XIII Reconciliation of Expenses per Audited Financial Staten	nents Wi	th Expenses per R	eturn	
	Complete if the organization answered "Yes" to Form 990, Page 1	art IV, lin	e 12a.		
1	Total expenses and losses per audited financial statements			1	11,300,564
2	Amounts included on line 1 but not on Form 990, Part IX, line 25				
а	Donated services and use of facilities	2a			
b	Prior year adjustments	2b			
С	Other losses	2c			
d	Other (Describe in Part XIII )	2d	6,307	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
е	Add lines 2a through 2d	<u> </u>		2e	6,307
3	Subtract line 2e from line 1			3	11,294,257
4	Amounts included on Form 990. Part IX, line 25, but not on line 1			78.1	

Part XIII Supplemental Information

b Other (Describe in Part XIII )c Add lines 4a and 4b

a Investment expenses not included on Form 990, Part VIII, line 7b

5 Total expenses Add lines 3 and 4c. (This must equal Form 990, Part I, line 18)

Provide the descriptions required for Part II, lines 3, 5, and 9, Part III, lines 1a and 4, Part IV, lines 1b and 2b, Part V, line 4, Part X, line

2, Part XI, lines 2d and 4b, and Part XII, lines 2d and 4b Also complete this part to provide any additional information

Part IV, Line 2b - Escrow Liability Arrangement Explanation

The School acts as custodian for cash held for student groups, which is restricted for the specific use of graduation classes and other student groups.

### Part X - FIN 48 Footnote

The Baldwin School of Puerto Rico, Inc. is eligible for exemption from Puerto Rico income taxes under section 1101(4) of the Puerto Rico Internal Revenue Code of 1994, as amended. In addition, it has been classified as a not-for-profit entity under section 501(a) of the US Internal Revenue Code and exempt from US income taxes. Accordingly, no provision or liability for Puerto Rico or federal income taxes has been recorded.

The School follows accounting standards relating to accounting for uncertainty in income taxes. As a result of this guidance, management

4c

11,294,257

Part XIII : Supplemental Information (continued)

assessed whether there were any uncertain tax positions which may give rise to income tax liabilities and determined that there were no such matters requiring recognition in the accompanying financial statements. The School filed income tax returns only in the Commonwealth of Puerto Rico, With few exceptions the School is no longer subject to income tax examinations by tax authorities for years before 2010.

Part XI, Line 2d - Revenue Amounts Included in Financials - Other

Cost of Goods Sold reported as a reduction of gross revenu \$ 6,307

Part XII, Line 2d - Expense Amounts Included in Financials - Other

Cost of Good Sold reported as a reduction of Gross Revenue \$ 6,307

### SCHEDULE &

(Form 990 or 990-EZ)

**Schools** 

▶ Complete if the organization answered "Yes" to Form 990, Part IV, line 13, or Form 990-EZ, Part VI, line 48.

► Attach to Form 990 or Form 990-EZ.

▶ Information about Schedule E (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No 1545-0047

Open to Public Inspection

NO

X

X

X

X

X

Department of the Treasury Internal Revenue Service Name of the organization

THE BALDWIN SCHOOL OF PUERTO RICO,

Employer identification number

	INC.	66-0272821	
įΡ	ant I		
		<del></del>	Y
1	Does the organization have a racially nondiscriminatory policy toward students by statement in its charter, bylaws, other governing instrument, or in a resolution of its governing body?	1	;
2	Does the organization include a statement of its racially nondiscriminatory policy toward students in all its brochures, catalogues, and other written communications with the public dealing with student admissions, programs, and scholarships?	2	
3	Has the organization publicized its racially nondiscriminatory policy through newspaper or broadcast media during the period of solicitation for students, or during the registration period if it has no solicitation program, in a way that makes the policy known to all parts of the general community it serves? If "Yes," please describe If "No," please explain If you need more space, use Part II  The School publicized it's racially non-discriminatory	policy 3	
	through the employment applications, school brochures, manuals, and during the admission process.		
4	Does the organization maintain the following?		
а	Records indicating the racial composition of the student body, faculty, and administrative staff?	<u>4</u> a	1
b	Records documenting that scholarships and other financial assistance are awarded on a racially nondiscriminatory basis?	45	, 3
С	Copies of all catalogues, brochures, announcements, and other written communications to the public dealing with student admissions, programs, and scholarships?	40	
d 5 a	Copies of all material used by the organization or on its behalf to solicit contributions? If you answered "No" to any of the above, please explain If you need more space, use Part II The records are not used for the decision making process the National Association of Middle School request the rethe School make surveys to get the information.  Does the organization discriminate by race in any way with respect to Students' rights or privileges?		
b	Admissions policies?	5b	<u>.</u>
С	Employment of faculty or administrative staff?	5c	-
đ	Scholarships or other financial assistance?	5d	╬
е	Educational policies?	<u>5e</u>	+
f	Use of facilities?	<u>5f</u>	+
g	Athletic programs?		+
h	Other extracurricular activities? If you answered "Yes" to any of the above, please explain. If you need more space, use Part II	5h	
6a b	Does the organization receive any financial aid or assistance from a governmental agency?  Has the organization's right to such aid ever been revoked or suspended?	6a 6b	X

Does the organization certify that it has complied with the applicable requirements of sections 4 01 through 4 05 of Rev. Proc 75-50, 1975-2 C B 587, covering racial nondiscrimination? If "No," explain on Part II

If you answered "Yes" to either line 6a or line 6b, explain on Part II

Schedule E (Form 990 or 990-EZ) (2013)

THE BALDWIN SCHOOL OF PUERTO RICO,

Page 2

'Supplemental Information. Provide the explanations required by Part I, lines 3, 4d, 5h, 6b, and 7, as applicable. Also complete this part to provide any other additional information (see instructions).

Sch E'- Financial Aid or Government Assistance Explanation Organization received funds under Tittle II-A: "Teacher and Principal Trainning and Recruiting Fund".

# **SCHEDULE J**

(Form 990)

Department of the Treasury Internal Revenue Service Name of the organization

## **Compensation Information**

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

▶ Complete if the organization answered "Yes" to Form 990, Part IV, line 23.

▶Information about Schedule J (Form 990) and its instructions is at www.irs.gov/form990. THE BALDWIN SCHOOL OF PUERTO RICO,

➤ Attach to Form 990. ➤ See separate instructions.

Open to Public Inspection

Employer identification number

OMB No 1545-0047

INC no Degarding Companyation

66-0272821

<b>P</b> a	art I Questions Regarding Compensation				
				Yes	No
1a	Check the appropriate box(es) if the organization provided any o	f the following to or for a person listed in Form	13, 4,	- Mari	200
	990, Part VII, Section A, line 1a Complete Part III to provide any	relevant information regarding these items	. 199	16 9	
	First-class or charter travel	X Housing allowance or residence for personal use	3.9	1.30	5 . 12az
	Travel for companions	Payments for business use of personal residence			
	Tax indemnification and gross-up payments	X Health or social club dues or initiation fees		350	
	Discretionary spending account	Personal services (e.g., maid, chauffeur, chef)	1 5 1		
b	If any of the boxes on line 1a are checked, did the organization for	ollow a written policy regarding payment			
	or reimbursement or provision of all of the expenses described a	bove? If "No," complete Part III to			ļ
	explain		1b	X	
					الإياء
2	Did the organization require substantiation prior to reimbursing of	r allowing expenses incurred by all			
	directors, trustees, and officers, including the CEO/Executive Dir				
	1a?	•	2	x	
			ŧ	. #	Kene
3	Indicate which, if any, of the following the filing organization uses	s to establish the compensation of the	1:11	, ,	
	organization's CEO/Executive Director Check all that apply Do			wa.	1. 32.
	related organization to establish compensation of the CEO/Exec		13.1.18		. ·
		Written employment contract	1		
	Independent compensation consultant	Compensation survey or study	3.8 1	١,	
		Approval by the board or compensation committee		2 j	
	L. Territoria de la constanta				*: !
4	During the year, did any person listed in Form 990, Part VII, Sect	tion A. line 1a, with respect to the filing		3.7	
•	organization or a related organization	······································	14.		11.53
а	Receive a severance payment or change-of-control payment?		4a	************ *	X
	Participate in, or receive payment from, a supplemental nonquali	fied retirement plan?	4b		x
	Participate in, or receive payment from, an equity-based compen		4c		X
_	If "Yes" to any of lines 4a-c, list the persons and provide the app		K XX		136:
	, , , , , , , , , , , , , , , , , , , ,			**	1
	Only section 501(c)(3) and 501(c)(4) organizations must con	nplete lines 5–9.			~
5	For persons listed in Form 990, Part VII, Section A, line 1a, did th		*	8.1	
	compensation contingent on the revenues of	,		¥ }	51
а	The organization?		5a		X
	Any related organization?		5b		X
	If "Yes" to line 5a or 5b, describe in Part III		14.2.	-3°	
	·				
6	For persons listed in Form 990, Part VII, Section A, line 1a, did th	ne organization pay or accrue any	lik		
	compensation contingent on the net earnings of		6a		X
а	The organization?		6b		X
	Any related organization?			3	
	If "Yes" to line 6a or 6b, describe in Part III			3	
_	Formanda Interior Form 000 Port VIII Control A line 4 - 4-44	an arganization provide any non-five-d			
1	For persons listed in Form 990, Part VII, Section A, line 1a, did the	•	_		- T
_	payments not described in lines 5 and 6? If "Yes," describe in Pa		7	<del> </del>	X_
8	Were any amounts reported in Form 990, Part VII, paid or accrue	·			
	to the initial contract exception described in Regulations section	33 4830-4(8)(3)/II Yes, describe	_		<b></b>
	ın Part III		8_	7.7	X
	TERRAL BALL CO. AND AND AND AND AND AND AND AND AND AND	socionation proportion doscribed to			ا_ تندا
9	If "Yes" to line 8, did the organization also follow the rebuttable p	resumption procedure described in	_		
	Regulations section 53 4958-6(c)?		, 9	1	i

-Page 2

Schedule J (Form 990) 2013

960

. Part []

66-0272821 THE BALDWIN SCHOOL OF PUERTO RICO,

Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed. For each individual whose compensation must be reported in Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that are not listed on Form 990, Part VII.

Note. The sum of columns (B)(i)—(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

	(B) Breakdown of	(B) Breakdown of IA, 2 and/or 1000 MISC	ii, occion o, iiie ie	o Miss control of the individual column (D) and (E) amounts for that individual	U) and (E) amounts	for that individual.	
A Nome of the Party of the Part	O IMODINATION (C)	- v - z aliu/U   1099-IWI	oc compensation	(C) Retirement and	(D) Nontaxable	(E) Total of columns	(F) Compensation
(A) Name and little	(I) Base compensation	(II) Bonus & incentive compensation	(III) Other reportable compensation	other deferred compensation	benefits		reported as deferred in prior Form 990
JAMES NELLIGAN	197,93	13,50	0	18,000	62,830	292,268	0
	0 (11)	0	0	0	0	0	0
2	· (E)			•	•		
	(0)						
3	(II)			•	•		
4	€ €						
\$	(C) (E)						
9	<b>E</b>				•		
7	<u>.</u>						
8	(0)						
6	€ €						
10	(0)						
11	<b>8</b>						
	3						
	3						
	(E) (S						
14	E						
15	(B)						
16	(B)						

Schedule J (Form 990) 2013 THE BALDWIN SCHOOL OF PUERTO RICO, Rarfillia Supplemental Information

960

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information

Schedule J (Form 990) 2013

# SCHEDULE L (Form 990 or 990-EZ)

Department of the Treasury Internal Revenue Service

## **Transactions With Interested Persons**

Complete if the organization answered "Yes" on Form 990, Part IV, line 25a, 25b, 26, 27, 28a, 28b, or 28c, or Form 990-EZ, Part V, line 38a or 40b.

Attach to Form 990 or Form 990-EZ

► See separate instructions

▶Information about Schedule L (Form 990 or 990-EZ) and its instructions is at www irs.gov/form990

OMB No 1545-0047 2013

Name of the organ	1112 2111211111 2011002	OF PUERTO R	ico,					yer luer		on nun	iber		
***************************************	INC.			_				02728	21				
Part I	Excess Benefit Transaction							401					
	Complete if the organization answer						990-EZ, Part V, II	ne 4UC	<u>.                                    </u>		Т		
1	(a) Name of disqualified person	(b) Relatio	nship between disq		a per:	son and	(c) Description of tra	ansactio	n		<del></del>	Correc	
			organizatio	1							Yes	+	No
(1)											$\vdash$	+	
(2)											$\vdash$		
(3)											┼	$\dashv$	
(4)						<del></del>					$\vdash$	$\dashv$	
(5)		<del></del>					<del> </del>				$\vdash$	$\dashv$	
(6)	e amount of tax incurred by the organ	uzation managers	or dequalified	l ner		during the year					<del></del>		
under s	ection 4958 e amount of tax, if any, on line 2, above				50115	during the year		<b>▶</b> \$	=				
Pärt II	Loans to and/or From Inte						Doct IV June 26 o	f th a					
	organization reported an amount or				ле з	ooa or Form 990,	Part IV, line 26, c	n II the	•				
	(a) Name of interested person	(b) Relationship	(c) Purpose of		oan to	(e) Original	(f) Balance due	(g) In (	default?	(h) Ap	proved	(i) W	/ritten
		with organization	loan		om the g ?	principal amount					oard or nittee?	agree	ement?
					From			Yes	No	Yes	No	Yes	No
				1.0	,,,,,,,					Ħ	<del>                                     </del>		
(1)													
											1		
(2)							<u></u>				]	1	
(3)									<u>.</u>				<u> </u>
(4)				ļ	<u> </u>			<u> </u>		Щ.			
(5)				╄	lacksquare			<b>-</b>	ļ	<u> </u>	L		Ļ
(6)				╄	-					—	<b></b> -		├—
_(7)				+	⊢		<del> </del>	+-		<del> </del>	├	-	├
(0)				ļ						ŀ			ł
_(8)		<del></del>		╁				+		$\vdash$	$\vdash$	<del> </del>	├
(9)				-				1					
(9)				1	-							-	
(10)							1	1					
Total		<b>-</b>				▶ \$	•		·	vi.	•	Ž, t	7
Part III	Grants or Assistance Bene	efiting Interes	sted Persor	าร.									
	Complete if the organization answer	red "Yes" on For	m 990, Part IV,	lıne	27								
	(a) Name of interested person	(b) Relations	ship between intere	sted	(c) A	mount of assistance	(d) Type of assistance		(e)	Purpos	e of assi	stance	
		person a	and the organization	1									
(1)								$\bot$					
_(2)								$\perp$					
_(3)					L_								
(4)					ļ								
(5)			<del></del>		<u> </u>		<del></del>						
(6)					<u> </u>			$\dashv$					
			<del></del>		<u> </u>			-					
(8)					$oldsymbol{ol}}}}}}}}}}}}}}}}}$								

(9) (10)

## SCHEDULE M (Form 990) ·

**Noncash Contributions** 

► Complete if the organizations answered "Yes" on Form 990, Part IV, lines 29 or 30.

Attach to Form 990.

Information about Schedule M (Form 990) and its instructions is at www.irs.gov/form990.

OMB No 1545-0047

2013

Open To Public Inspection

Department of the Treasury Internal Revenue Service Name of the organization

THE BALDWIN SCHOOL OF PUERTO RICO,

Employer Identification number

	art I Types of Property		<del>-</del>		66-021	Z0ZI		
	art I∰ Types of Property_	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on	(d) Method of dete noncash contribut	•		
	A.d. 18/	- приности		Form 990, Part VIII, line 1g	Tionasi contribut			
1	Art — Works of art	<u></u>						
2	Art — Historical treasures	<b></b>						
3	Art — Fractional interests						_	
4	Books and publications					· · · · · · · · · · · · · · · · · · ·		
5	Clothing and household goods		, , , , , , , , , , , , , , , , , , , ,					
6	Cars and other vehicles					-		
7	Boats and planes							
8	Intellectual property							
9	Securities — Publicly traded					-		
10	Securities Closely held stock							
11	Securities — Partnership, LLC,							
	or trust interests	l i						
12	Securities Miscellaneous							
13	Qualified conservation			· · · · · · · · · · · · · · · · · · ·				
	contribution — Historic	ļ						
	structures							
14	Qualified conservation							
	contribution — Other							
15	Real estate — Residential			-				
16	Real estate — Commercial							
17	Real estate — Other							
18	Collectibles					<del></del>		
19	Food inventory							
20	Drugs and medical supplies	-						
21	Taxidermy		<del></del>					
22	Historical artifacts					-		
23	Scientific specimens							
24	Archeological artifacts							_
25	Other ► ( SCULPTURE )	x	1	45,053	APPRAISAL	<del></del>		
26	Other ► (							
27	Other ► (				· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·		
28	Other ► (							
29	Number of Forms 8283 received by the	he organiza	ation during the tax year	for contributions for				<u>.</u>
	which the organization completed For		-	4	29			
		0200, .		.gomont	20		Yes	No
30a	During the year, did the organization	receive by	contribution any property	renorted in Part Llines 1.	- 28 that			\$
	it must hold for at least three years fro			•		, č,	, ,	
	used for exempt purposes for the ent			i, and which is not required	10 00	30a	<b>**</b>	X
b	If "Yes," describe the arrangement in	_	periou.					
31	Does the organization have a gift acc		nlicy that requires the row	new of any non-standard			,	, A 400 J
J1		epiance po	oncy that requires the rev	lew or any non-standard		- 1		
320	Contributions?	d nadica -	r rolated arganizations to	collect property and the		31		_X_
32a	Does the organization hire or use thir	u parties o	r related organizations to	Solicit, process, or sell no	icasn			**
L	contributions?					32a		_ <u>X</u> _
	If "Yes," describe in Part II		-1 (-) (					164
33	If the organization did not report an ai	mount in c	olumn (c) for a type of pro	opeπy for which column (a)	is checked,		4	
	describe in Part II							T: 6

Page 2

990) (2013) THE BALDWIN SCHOOL OF PUERTO RICO, 66-0272821

Supplemental Information. Provide the information required by Part I, lines 30b, 32b, and 33, and whether the organization is reporting in Part I, column (b), the number of contributions, the number of items received, or a combination of both. Also complete this part for any additional information

SCHEDULE O (Form 990 or 990-EZ) Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on Form 990 or 990-EZ or to provide any additional information.

► Attach to Form 990 or 990-EZ.

► Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

Open to Public .gov/form990. Inspection

OMB No 1545-0047

2013

Name of the organization

Department of the Treasury

THE BALDWIN SCHOOL OF PUERTO RICO, INC.

Employer identification number 66-0272821

Form 990 - Organization's Mission

or Most Significant Activities

Baldwin is an independent, not-for-profit, non-sectarian, college preparatory English languange school whose mission is to offer a rigorous curriculum in a nurturing environment, challenging students to be thoughtful learners and engaged, compassionate culturally aware citizens in a diverse world.

Form 990, Part VI, Line 2 - Related Party Information Among Officers

Douglas Pennock

Truddy Pennock

President

Director of advancement and

development

Married

Douglas Pennock

Sarah Loinaz

President

Elementary

Daugther in Law

Enrique Arzuaga

Nancy Vazquez

Vice P

Teacher

Married

Alberto Ledesma

Teresa Ledesma

Director

Teacher

Married

Name of the organization

THE BALDWIN SCHOOL OF PUERTO RICO,

Employer Identification number

66-0272821

Federico Sanchez

Elismari Sanchez

Director

Principal Middle Upper School

Sister

Antonio Casellas

Maita Jaunarena

Treasurer

Elementary

Sister in Law

Form 990, Part VI, Line 6 - Classes of Members or Stockholders

For the Classes of Members of Stockholders please see Exhibit A- By Laws of

The Baldwin School of Puerto Rico, Inc., Article III, Sections 1, 2 and 3.

Form 990, Part VI, Line 7a - Election of Members and Their Rights

For the Election of Members and Their Rights please see Exhibits A -By

Laws of The Baldwin School of Puerto Rico Article III, Section 4.

Form 990, Part VI, Line 7b - Decisions Subject to Approval of Members

The members of the Corporation have all the rights and privileges stated in

The Baldwin School of PR Inc. By-Laws, copy of which is attached

hereto. See Exhibit A - By Laws of The Baldwin School of Puerto Rico, Inc.

Article IV.

Form 990, Part VI, Line 11b - Organization's Process to Review Form 990

The return preparer emails a copy of a draft of the return, Form 990, to

the Business Manager of the corporation. She/He forwards a hard copy of the

form to the corporation's Treasurer. The Treasurer will discuss and review

Form 990 with all the members of the Board of Directors in their monthly

Board Meeting. Once all points are reviewed and cleared, the return will be sent in final form for proper signatures and filing procedures.

Form 990, Part VI, Line 12c - Enforcement of Conflicts Policy Please make reference to Exhibit B here attached.

Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation They are available to the public upon request.

Form 990, Part IX, Line 24e - Other Expenses

Description				Amount		
UTILITIES						
	\$	191,963	\$	0	\$	0
SECURITY GUA	RDS					
	\$	185,134	\$	0	\$	0
SUMMER CAMP						
	\$	165,490	\$	0	\$	0
PROFESSIONAL	DEVEL	OPMENT				
	\$	10,296	\$	155,066	\$	0
REPAIRS & MA	INTENA	NCE				
	\$	135,354	\$	0	\$	0
SCHOLARSHIP I	EXPENS	ES				
	\$	126,596	\$	0	\$	0
BANK CHARGES						
	\$	0	\$	83,019	\$	0
OTHER EXPENSE	ES					
	\$	53,668	\$	0	\$	0
REPAIRS & MA	DEVELO \$ INTENAI \$ EXPENSI \$ \$	OPMENT  10,296  NCE  135,354  ES  126,596	\$ \$ \$	155,066 0 0 83,019	\$ \$	0

e of the organization					Employer identificati	
· · ·	THE BA	LDWIN SCHOOL C	F PUERTO I	RICO,	66-0272	821
SPECIAL A	CTIVITIE	s				
	\$	49,551	\$	0	\$	0
FINANCIAL	AID					
	\$	47,600	\$	0	\$	0
FFICES S	UPPLIES					
	\$	40,642	\$	0	\$	0
GRANT- TI	TLE II					
	\$	39,693	\$	0	\$	0
ELEPHONE						
	\$	31,840	\$	0	\$	0
DMINISTR	ATION					
	\$	0	\$	30,398	\$	0
EARBOOK						
	\$	28,428	\$	0	\$	0
UMMER PA	YROLL					
	\$	15,550	\$	0	\$	0
UES & SU	BSCRIPTIO	ons				
	\$	15,189	\$	46	\$	0
RANSPORT	ATION					
	\$	14,778	\$	0	\$	0
ERSONAL I	DAY-FACUI	LTY				
	\$	12,085	\$	0	\$	0
OSTAGE						
	\$	12,068	\$	0	\$	0
EHICLE EX	KPENSES					
	\$	11,697	\$	0	\$	0
.T.O.						

me of the organization					Employer identif	Pag
<u> </u>	THE BA	LDWIN SCHOOL C	F PUERTO RIC	0,	66-027	2821
•	\$	11,410	\$	0	\$	0
FUND RAISI	ING DEVE	LOPMENT				
	\$	10,131	\$	0	\$	0
INFIRMARY						
	\$	6,698	\$	0	\$	0
WELLNESS F	PROGRAM					
	\$	2,400	\$	0	\$	0
SUMMER SCH	HOOL					
	\$	1,343	\$	0	\$	0
Form 990,	Part XI	, Line 9 - Rec	conciliation	of Changes	- Other	
Cost of Go	ods Sol	d reported as	a reduction	of gross re	venu \$	6,307
Cost of Go	ood Sold	reported as a	reduction o	f Gross Rev	enue \$	-6,307

960 THE BALDWIN SCHOOL OF PUERTO RICO,

66-0272821 FYE: 6/30/2014

Federal Statements

# Form 990, Part IX, Line 24e - All Other Expenses

	nt &	General Raising	8			155,066	•		83,019	1						30, 398	)		46										268,529 \$ 0	
oi.	Mana	9	\$																										φ.	
	Program	Service	91,96	85,13	5,49	10,296	35,35	6,59		3,66	9,55	7,60	0,64	39, 683	1,84		8,42	5,55	5, 18	4,77	12,085	2,06	$\frac{1}{1},69$	1,41	0, 13	69	, 40	, 34	1,219,604	
		ļ	ς																										sy.	
	Total	Expenses	91,96	85,13	65,49	5,36	35,35	26,59	3,01	3,66	9,55	7,60	0,64	9,69	1,84	0,39	8,42	5, 55	5, 23	4,77	12,085	2,06	1,69	1,41	0,13	69,	,40	, 34	1,488,133	
			თ																									į	ν, 	
•		Description	UTILITIES	SECURITY GUARDS	SUMMER CAMP	PROFESSIONAL DEVELOPMENT	REPAIRS & MAINTENANCE	SCHOLARSHIP EXPENSES	BANK CHARGES	OTHER EXPENSES	SPECIAL ACTIVITIES	FINANCIAL AID	$\vdash$	GRANT- TITLE II	TELEPHONE	ADMINISTRATION	YEARBOOK		DUES & SUBSCRIPTIONS	TRANSPORTATION	PERSONAL DAY-FACULTY		VEHICLE EXPENSES	P.T.O.	FUND RAISING DEVELOPMENT	INFIRMARY	WELLINESS PROGRAM	SUMMER SCHOOL	Total	

Form 4562

**Depreciation and Amortization** 

(Including Information on Listed Property)

OMB No 1545-0172

Department of the Treasury Internal Revenue Service

► See separate instructions.

► Attach to your tax return

Attachment Sequence No

THE BALDWIN SCHOOL OF PUERTO RICO, Name(s) shown on return

INC.

Identifying number 66-0272821

I	ess or activity to which this form relates  ndirect Depreciat	ion							
P	art l Election To Expe		-						
	Note: If you have		<u>, complete Par</u>	t V before you	comple	ete Par	<u>t I</u>		T
1	Maximum amount (see instruction	•						1	500,00
2	Total cost of section 179 property							2	
3	Threshold cost of section 179 pro		3	2,000,000					
4	Reduction in limitation. Subtract li							4_	<del> </del> -
	Dollar limitation for tax year Subtract li		less, enter -0- If marr						777 780 784 7 7 7 7 7 7 8 7 8 8 8 8 8 8 8 8 8 8
<u>6</u>	(a) Description	on of property		(b) Cost (business use	only)	(c)	Elected cost		
					<del>,  </del>				
7	Listed property. Enter the amount				7			т	
8	Total elected cost of section 179	property Add amounts	ın column (c), line	s 6 and 7				8	<del></del>
9	Tentative deduction Enter the sn							9	
10	Carryover of disallowed deduction	•						10	<u></u>
11	Business income limitation. Enter		· ·	•	see in	struction	s)	11	
12	Section 179 expense deduction /							12	
13	Carryover of disallowed deduction			<u> </u>	13				
. 74 . 11.	: Do not use Part II or Part III belov					<del></del>			<del></del>
	ift II Special Depreciat					<u>ude list</u>	ed prope	erty.)	(See instructions.)
14	Special depreciation allowance for		ner than listed prop	perty) placed in serv	vice				
	during the tax year (see instruction							14	
15	Property subject to section 168(f)							15	
16	Other depreciation (including ACF					<del></del>		16	1,073,742
9 H2	intill MACRS Deprecia	tion (Do not include			ictions	.)			
	***************************************		Section				<del></del>		<u> </u>
17 18	MACRS deductions for assets pla If you are electing to group any assets place	d in service during the tax yea	r into one or more gene	ral asset accounts, check			<b>▶</b> □	17	
	Section B—/	Assets Placed in Serv	rice During 2013	Tax Year Using th	e Gene	ral Depr	eciation S	vstem	1
								,	·
	(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreci (business/investmen only-see instruction	t use	(e) Co	onvention	(f) Meth		(g) Depreciation deduction
19a	(a) Classification of property  3-year property	placed in	(business/investmen	t use	(e) Co	privention	(f) Meth		
1 <u>9a</u> b		placed in	(business/investmen	t use	(e) Co	onvention	(f) Metho		
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Form 8868

# Application for Extension of Time To File an

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P.O. 8bx 1827, 8syamón, P.R. 00960-1827 - Tel.: (787) 720-2421 / Fax: (787) 790-0519 - baldwinw@caribe.net

## BY-LAWS OF

### THE BALDWIN SCHOOL OF PUERTO RICO

ARTICLE 1

MEETINGS

Section 1. Place of Meeting

Any or all meetings of the Members of the Corporation or the Board of Directors of the corporation may be held within or without the Commonwealth of Puerto Rico.

Section 2. Annual Meeting of Members of the Corporation

The annual meeting of the Members of the Corporation shall be held in each year during the month of May or June on such date and at such time as the Board of .

Directors may decide. One of the purposes of the meeting shall be the election of a Board of Directors for the academic year commencing in August following the annual meeting of the Members .

Section 3. Notice of Annual Meeting of Members of the Corporation

At least thirty (30) days prior to the date fixed by section 2 of this article for the holding of the annual meeting of Members of the Corporation, written notice of the time, place and purposes of such meeting shall be malled, as hereinafter provided, to each member entitled to vote at such meeting.

Section 4. Delayed Annual Meeting

If, for any reason, the annual meeting of the Members of the Corporation shall

not be held as designated above, such meeting shall be called and held no later than just prior to the organization meeting of the Board of Directors and the notice of such meeting shall be the same herein required for the annual meeting.

Section 5. Order of Business at the Annual Meeting.

The order of business at the annual meeting of the Members of the Corporation shall be as follows:

Roll call,

Reading notice and proof of mailing.

Reading of minutes of last preceding meeting.

Report of president,

Report of secretary

Report of treasurer,

Election of directors,

Transaction of other business mentioned in the notice

Adjournment,

provided that, in the absence of any objection, the presiding officer may vary the order of business at his or her discretion; provided, further, that any Member of the Corporation may move the members to include a new item in the agenda and upon second and approval of such motion by majority vote of the Members of the Corporation present, the agenda will be so amended.

Section 6. Special Meetings of Members of the Corporation

A special meeting of the Members of the Corporation may be called at any time by the President of the Corporation or by a majority of the Board of Directors or a

majority of the Members of the Corporation. The method by which such meeting may be called is as follows: Upon receipt of a specification in writing setting forth the date, hour and objects of such proposed meeting, signed by the President, or by the majority of the Board of Directors or of the Members, the Secretary or an Assistant Secretary shall prepare, sign and mail the notices requisite to such meeting. Such notice may be signed by stamped, typewritten or printed signature of the Secretary or of an Assistant Secretary and sent to the Members.

Section 7. Consent in Lieu of Meeting, Notice of Special Meetings of the Members of the Corporation.

The members of the Corporation may take any action by execution of a written consent to said action in lieu of a meeting which consents will be delivered to the Secretary with proof of notice to all the voting Members as of the date of the resolution along with the executed consent forms and such consent shall constitute a valid act of the Members. At least seven days prior to the date fixed for the holding of any special meeting of the Members of the Corporation, written notice of the time, place and purposes of such meeting shall be provided to each Member entitled to vote at such meeting. No business not mentioned in the notice shall be transacted at such meeting without the consent of a majority of the voting Members.

Section 8. Organization Meeting of the Board of Directors.

The organization meeting of the Board of Directors shall be the monthly meeting scheduled for August.

Section 9. Regular Meetings of Board of Directors.

Unless otherwise consented to, the regular meetings of the Board of Directors

shall be held the second Wednesday of each month at 6:30 p.m. at the Baldwin School campus. There shall be no regularly schedules meeting in July. The dates for the regular meetings will appear on the school calendar and no further notice will be necessary.

Section 10. Special Meetings of the Board of Directors

Special meetings of the Board of Directors may be called by the President or a majority of the Board of Directors by delivery of notice as provided for herein.

Section 11. Notices and Mailing

All notices required to be given in writing by any provision of these by-laws shall state the authority pursuant to which they are issued (as, "by order of the President", or "by order of the Board of Directors", as the case may be) and shall bear the written, stamped, typewritten or printed signature of the Secretary of the persons authorized to give notice and will be effective when the same has been deposited in the United States mail, with postage fully prepaid, plainly addressed to the addressee at his, her or its last address or by or by a means that produces written confirmation of delivery or by electronic means at the address appearing upon the membership record of this Corporation. It shall be the responsibility of each Member of the Corporation and of each member of the Board of Directors to provide the Secretary with current address information for these purposes.

Section 12, Walver of Notice

Notice of the time, place and purpose of any meeting of the Members of the Corporation or of the Board of Directors shall be walved by presence at the meeting.

ARTICLE II - QUORUM

Section 1. Quorum. Meetings of the Members of the Corporation

Presence in person of at least fifty percent (50%) of all of the Members of the Corporation with the right to vote will constitute quorum at any meeting of the Members of the Corporation. A Member of the Corporation with the right to vote may provide any one other Member with a proxy which will be counted solely for purposes of quorum.

Section 2. Quorum. Meetings of the Board of Directors

Presence in person of at least fifty per cent (50%) of all of the directors will constitute quorum at any meeting of the Board of Directors.

### ARTICLE III - MEMBERSHIP

Section 1. Qualifications.

A person qualifies to be a member of the corporation by his or her election to that position by the Members of the Corporation and by having attained at least the age of twenty-one years.

Section 2. Election of Members of the Corporation

The Members of the Corporation may elect a person to be a member of the corporation at any annual or special meeting of the members or by written consent of the members providing that the person elected receives the affirmative vote of at least two thirds of the total Members of the corporation with the right to vote.

Section 3. Removal of Members of the Corporation,

Any member of the corporation may be removed by the affirmative vote of at least two thirds of the total members of the corporation at the annual meeting or a special meeting of the members of the corporation called for this purpose, for conduct deemed prejudicial to the corporation.

Section 4. Rights and Responsibilities of Members, of the Corporation.

a. The Members of the Corporation shall meet once a year to review the reports of the President, the Secretary and the Treasurer of the corporation, to elect persons to the Board of Directors as provided for herein, and to carry out such other business as may properly come before them. The Members of the Corporation shall attend and act at all special meetings properly called for such purposes as may be set forth in the notice. The Members of the Corporation shall amend the certificate of incorporation and after, smend or repeal any by-laws as they may determine necessary in the best interests of the corporation in accordance with the Certificate of Incorporation.

### ARTICLE IV - ACTS OF THE CORPORATION, VOTING

Section 1. Who Entitled to Vote.

Except as the articles or an amendment; or amendments thereto otherwise provide, each Member of the Corporation shall, by executed consent or at every meeting of the Members of the Corporation, be entitled to one vote in person on each subject properly submitted to vote and each member of the Board of Directors shall, by executed consent or, at every meeting of the Board of Directors, be entitled to one vote in person on each subject properly submitted to vote.

### Section 2. Manner of Acting

The Corporation shall act by the affirmative vote of its Members and/or the Board of Directors in accordance with the Certificate of Incorporation, the By-Laws and by delegation of authority to act in such officers as the Board of Directors may, from time to time, determine.

Section 3. Members, Limitation on Voting, Members Emeritus

Whenever a Member of the Corporation has not participated in the annual meetings of the Members for two consecutive years, that person will automatically be elected to the position of Member Emeritus of the Corporation, and will continue to enjoy the right to receive notice of and attend and participate in meetings and his or her presence will be counted for purposes of quorum, but that person shall not have the right to vote until the person attends two consecutive annual meetings of the Members. The reinstatement of the Member Emeritus to the status of Member of the Corporation with the right to vote shall occur at the commencement of the second consecutive annual meeting attended by that person.

Section 4. Head of School, Voting

The Head of School shall be a non-voting member of the Board of Directors.

### ARTICLE V

### BOARD OF DIRECTORS

- Section 1. Composition. Number and Election.
- 1.1. The business, property and affairs of the corporation will be managed by a board of directors composed of no less than ten (10) and no more than fourteen(14) natural persons four of whom will be elected from the parent community and one of whom will be the Head of School. A person qualifies as a member of the parent community if that person is a parent with patria potestas and/or custody or the legal guardian of one or more students enrolled for the next school year at the corporation's school and is not in breach of any obligation to the school as such including payment of any outstanding fees.
  - 1.2. At least ten (10) days prior to the date set for the annual meeting of the

Members of the Corporation, the Board of Directors will deliver to the Secretary of the Corporation the names and addresses of the persons nominated by the Board of Directors to serve as directors of the corporation for the next academic year commencing at the regular meeting of the board in August of each year. The Secretary will deliver the list of nominees to the Members prior to or at the annual meeting of the Members.

Section 2. Vacancies.

Vacancles in the board of directors, shall be filled by appointment made by the remaining directors. Each person so elected to fill a vacancy shall remain a director until his or her successor has been elected by the Members of the Corporation, as appropriate, at their next annual meeting.

Section 3. Action by Unanimous Written Consent.

If and when the directors shall severally or collectively consent in writing to any action to be taken by the Corporation, such action shall be as valid corporate action as thought it has been authorized at a meeting of the Board of Directors.

Section 4. Power to Make By-Laws.

The board of directors shall have power to make and alter by-law or by-laws, including the fixing and altering of the number of the directors.

Section 5. Power to Elect Officers:

The Board of Directors shall select a President, one or more Vice Presidents, a Secretary and a Treasurer. No officer except the President need be a member of the board, but a Vice President who is not a director shall not succeed to nor fill the office of President.

Section 6. Power to Appoint Other Officers and Agents.

The Board of Directors shall have power to appoint such other officers and agents as the board may deem necessary for transaction of the business of the corporation.

Section 7. Removal of Officers and Agents.

Any officer or agent may be removed by the Board of Directors whenever in the judgment of the board the business interest of the Corporation will be served thereby, Section 8. Power to Fill Vacancies.

The board shall have power to fill any vacancy in any office occurring for any reason whatsoever.

Section 9. Delegation of Powers.

For any reason deemed sufficient by the Board of Directors, whether occasioned by absence or otherwise, the board may delegate all or any of the powers and duties of any officer to any other officer or director.

Section 10. Power to Appoint Executive Committee.

The board of directors shall have power to appoint by resolution an executive committee composed of five or more directors who, to the extent provided in such resolution, shall have and exercise the authority of the board of directors in the management of the business of the corporation between meetings of the board.

Section 11. Annual Meeting of the Baldwin Parent Community

Each year, on the second Wednesday of May, or on such other date prior to the commencement of the final exam period at the end of the academic year as the Board of Directors may provide, an assembly of the Baldwin Parent Community will be held on

the school premises by the Board of Directors. The agenda for the annual parent assembly will include reports on the "State of the Baldwin School" by the President and the Treasurer of the corporation and by the Head of School. In the event the parent assembly is not to be held on the second Wednesday of May, the Board will provide for at least thirty days prior notice of the change of date by general announcement to the Baldwin Parent Community.

### ARTICLE VI

### OFFICERS

Section 1. President.

The president shall be selected by, and from the membership of, the board of directors. He or she shall preside over all meetings of the board and of the Members of the Corporation. He or she shall have general and active management of the business of the corporation and shall see that all orders and resolutions of the board are carried into effect. He or she shall be an ex officio member of all standing committees and shall have the general powers and duties of supervision and management usually vested in the office of president of a corporation.

Section 2. Vice Presidents.

At least one Vice President shall be chosen from the membership of the board. Such vice presidents as are directors of the Corporation, in the order of their seniority, shall perform the duties and exercise the powers of the President during the absence or disability of the President.

Section 3. Secretary.

The secretary shall attend all meetings of the Members and of the Board of

Directors, and of the Executive Committee, and shall preserve in books of the corporation true minutes of the proceedings of all such meetings. He or she shall safely keep in his or her custody the seal of the Corporation and shall have authority to affix the same to all instruments where its use is required. He or she shall perform such other duties as may be delegated to him or her by the Board of Directors or by the Executive Committee.

Section 4. Treasurer.

The Treasurer shall have custody of all corporate funds and securities and shall keep in books belonging to the Corporation full and accurate accounts of all receipts and disbursements. He or she shall deposit all monles, securities and other valuable effects in the name of the Corporation in such depositories as may be designated for that purpose by the Board of Directors. He or she shall disburse the funds of the Corporation as may be ordered by the board, taking proper vouchers for such disbursements, and shall render to the President and directors at the regular meetings of the board, and whenever requested by them, an account of all his or her transactions as Treasurer and of the financial condition of the Corporation. If required by the board, he or she shall deliver to the President of the corporation, and shall keep in force, a bond in form, amount and with a surety or sureties satisfactory to the board, conditioned for faithful performance of the duties of his or her office, and for restoration to the Corporation in case of his or her death, resignation, retirement or removal from office, of all books, papers, vouchers, money and property of whatever kind in his or her possession or under his or her control belonging to the Corporation.

Section 5. Assistant Secretary and Assistant Treasurer.

The Assistant Secretary, in the absence or disability of the Secretary, shall perform the duties and exercise the powers of the Secretary. The Assistant Treasurer, in the absence or disability of the Treasurer, shall perform the duties and exercise the powers of the Treasurer.

### ARTICLE VII

### **EXECUTION OF INSTRUMENTS**

Section 1. Checks, etc.

All checks, drafts and orders for payment of money shall be signed in the name of the Corporation and shall be countersigned, by such officers or agents as the Board of Directors shall from time to time designate for the purpose.

Section 2. Contracts, Conveyances, etc.

When the execution of any contract, conveyance or other instrument has been authorized without specification of the executing officers, the President, or any Vice President, and the Secretary, Treasurer or Assistant Secretary or Assistant Terasurer, may execute the same in the name and behalf of this Corporation and may affix the corporate seal thereto. The Board of Directors shall have power to designate the officers and agents who shall have authority to execute any instrument in behalf of this Corporation and may affix the corporate seal thereto. The Board of Directors shall have power to designate the officers and agents who shall have authority to execute any instrument in behalf of this Corporation.

### ARTICLE VIII

### POWER OF BOARD TO BORROW MONEY

The board of directors shall have full power and authority to borrow money and to

guarantee the payment of loans made to certain responsible individuals by financial institutions to pay for tuition and related educational expenses of duly registered students of the Corporation's school whenever in the discretion of the board the exercise of said power is required in the general interests of this corporation, and in such case the Board of Directors may authorize the proper officers of this corporation to make, execute and deliver in the name and behalf of this corporation such notes, bonds, agreements with financial institutions and other evidence of indebtedness as said board shall deem proper, and said board shall have full power to mortgage the property of this corporation, or any part thereof, as security for such indebtedness, and no action on the part of the membership of this corporation shall be requisite to the validity of any such note, bond, agreement or other evidence of indebtedness or mortgage.

### ARTICLE IX

### AMENDMENT OF BY-LAWS

Section 1. Amendments, how effected. These by-laws may be amended, altered, changed, added to or repealed by the affirmative vote of a majority of the Board of Directors, or by the affirmative vote of a majority of the Members of the Corporation, in accordance with the provisions of the certificate of incorporation.

### **ARTICLE X**

### MEMBERS, DIRECTORS, OFFICERS LIABILITY

No Member of the Corporation or the Board of Directors or officer of the corporation will be personally liable for the obligations of the corporation and, when acting in good faith in the corporation's behalf pursuant to existing guidelines, rules or

resolutions, will be held harmless from and defended against any and all claims, suits, judgments and other liability for which they may be held responsible.

### ARTICLE XI

### DISPUTE RESOLUTION, ARBITRATION

Any and all disputes arising out of these. By-Laws, or their application, or the application of any rule, regulation, policy, resolution or act or contract implemented or carried out pursuant to these By-Laws shall be resolved, in the first instance, by the person charged with the responsibility for the application or implementation of such. Any interested party affected adversely by the initial resolution of the controversy dissatisfied . with the initial determination must submit their position in writing to the Board of Directors, which, by itself or through such person or persons designated for such purposes and, after due process, will resolve the dispute and such determination will be final and binding. For purposes of this subsection, whenever the actions or ornissions of a teacher or the non-teaching employees or agents are involved, the initial resolution of the controversy will be the responsibility of the Head of School. Any and all disputes arising out of the actions or omissions of the Board of Directors, including such as may arise concerning the qualifications of votes, voters, elected members of the board or their election, the validity of elections and any other matters related to the application of the By-laws in matters other than those properly resolved in the first instance by the Head of School shall be resolved in the first instance by the Board of Directors or such officer or committee designated by the Board of Directors for such purposes. Any interested person adversely affected by such initial determination must submit their position in writing to the Members of the Corporation, who, amongst themselves or by

designation of a person or persons for such purposes and after due process, in accordance with such rules of practice and procedure as may be adopted by the Board of Directors from time to time, will resolve the dispute and such determination will be final and binding. Any written notice required under this article will be deemed effective by delivery to the Secretary of the written notice properly directed to the appropriate person or persons and it will be the responsibility of the Secretary to ensure those persons receive the written notification.

### ARTICLE XII

### PERSONS SUBJECT TO THE BY-LAWS

Section 1. The following persons will be subject to and obliged by the By-Laws of the Corporation:

The Members of the Corporation. The members of the Board of Directors of the Corporation. The members of the Faculty The non-teaching employees of the Corporation. All persons acting as agents of the Corporation, including volunteers. All persons when present on the premises of the Corporation's school. All persons when participating in an activity which is entirely or partially sponsored by the Corporation's school or in which the school is a participant, including but not limited to, sports activities. All persons who have an employment contract or an enrollment contract with the Corporation, including the parents/guardians of students enrolled in the school and the enrolled students, with respect to the implementation of such contracts, or when acting pursuant thereto.

J. All invitees of the Corporation's school.

ARTICLE XIII

### GENERAL STANDARDS OF CONDUCT

Section 1. All persons subject to the By-laws of the Corporation are hereby forbidden from incurring in conduct that would otherwise constitute a violation of any Federal. Commonwealth or Municipal law, regulation or ordinance or any rule, regulation or policy adopted by the Corporation, as may be amended from time to time.

Section 2. All persons subject to the By-Laws of the Corporation, in their dealings with other persons, are forbidden from incurring in offensive, insulting, degrading, intimidating, discourteous disruptive; disorderly, abusive or violent conduct and are forbidden from incurring in conduct that is damaging to or destructive of property.

Section 3. All persons subject to the By-Laws of the Corporation, when acting in behalf of the Corporation or as its agent(s), are forbidden from discriminating against any other person on those grounds that would otherwise be forbidden by Federal; Commonwealth or Municipal laws, regulations or ordinances.

### ARTICLE XIV

### RIGHTS OF THE CORPORATION NOT DIMINISHED

Section 1 Notwithstariding the provisions of any employment or enrollment contract or any other article of these By-Laws, the Corporation shall have and exercise all the rights, powers and prerogatives permitted to a corporation of its class to manage its affairs with the highest degree of discretion possible consistent with the law and nothing in any contract or these By-Laws or any resolution of the Board of Directors or the Members of the Corporation shall be deemed to be a limitation on such powers or to limit the right of the Corporation to amend or repeal any portion of its Certificate of Incorporation or its By-Laws or any resolution, regulation or policy adopted pursuant

thereto at any time or to adopt such measures for the operation of the school as it may deem, in its sole discretion to be advisable and such decisions and/or changes shall not be deemed a breach of any employment or enrollment contract or to diminish the obligations assumed thereunder.

### **ARTICLE XV**

# SEXUAL CONDUCT BY, BETWEEN AND TOWARD STUDENTS AND OTHER PERSONS

All persons subject to the By-Laws of the Corporation are forbidden from incurring in any sexual conduct by, between and toward students enrolled in the school or students of any other institution while present on the school premises, including participants in activities sponsored or authorized by the Corporation; and all other persons which conduct would otherwise be a violation of any Federal, Commonwealth or Municipal law, regulation or ordinance or any other standard of conduct prohibiting such conduct under the By-Laws of the corporation or any rule, regulation or policy adopted pursuant thereto. All other conduct of a sexual nature will be governed by the rules governing personal conduct in other provisions of the By-Laws of the Corporation or any resolution, regulation or policy adopted pursuant thereto. Notwithstanding the provisions of the above paragraph, all conduct of a sexual nature between any member of the Corporation, member of the Board of Directors, managers, supervisors, members of the faculty, employees, agents, whether compensated or volunteer, or contractors and any student of the school irrespective of time and place, is forbidden.

Approved and adopted by the Board of Directors at the regular meeting held on September 19, 2007,

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Alberto Ledesma	
Antonio Cesellas	(Chill)
Carmen Melero	
Douglas Pennock	1 2 Jour 1
Enrique Arsuaga	I American
José G. Fagot	Jay 6 / hust
Sonia Caso	1. Carie Calo
Vivian Vallejo	MULANDA
Gunther Brandt	Morand
Federico Sánchez	
Ileana Schub	- Cana Shib
Miguel Soto	MS
Art Torno	(in 1. Fin
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# THE BALDWIN SCHOOL OF PUERTO RICO, INC. 66-0272821

# A STATEMENT ATTACHED TO AND MADE PART OF THE UNITED STATES RETURN OF ORGANIZATION EXEMPT FROM INCOME TAX YEAR ENDED: JUNE 30, 2012

Form 990, Schedule O. Part VI, Line 12c - Enforcement of Conflicts Policy

### Conflict of Interest Policy

### Section 1 Purpose

The purpose of this conflict of interest or third party transactions policy is to protect the Corporation's interest when it is contemplating entering into a transaction or other agreement that might benefit the interest of an interested person or entity. This policy is established pursuant to applicable Commonwealth of Puerto Rico law governing conflict of interest rules applicable to non-profit corporations.

### Section 1.1 - Definitions

For the purpose of this policy and all Corporation rules, regulations and policies which have been promulgated from time to time in the furtherance thereof, an interested person or entity shall be defined as any natural or juridical person who is or was during the previous five (5) years in a position to exercise substantial influence over the Corporation's affairs, including any Member of the Board of Directors, Member of the Corporation, any Trustee, Officer, substantial donor, Headmaster, Principal, or any member of a committee with Board-delegated authority (each hereinafter collectively referred to as a "Fiduciary").

A Fiduciary has a financial interest ("Financial Interest) if he or she has, directly or indirectly, through any member of his or her family, any business or professional associate or any entity with which he or she is connected:

- a) An ownership or investment interest in any entity which the Corporation has a transaction or financial arrangement; or
- b) A compensation agreement with the Corporation or any entity or individual with which the Corporation has a transaction or financial arrangement; or
- c) A potential ownership or investment in, or compensation arrangement with any entity or individual with which the Corporation is negotiating a transaction or financial arrangement.

The term "Compensation" includes direct and indirect remuneration as well as gifts or favors that are substantial in nature.

The term "family member" means a spouse, siblings, spouses of siblings, ancestors, children and other descendants and spouses of children and other descendants.

The term "entity" means any corporation in which the Fiduciary or a family member owns more than 25 percent of its combined voting power or assets, any partnership in which the Fiduciary or a family member owns more than 25 percent of the profits interest and a trust or estate in which the Fiduciary or a family member owns more than 25 percent of the beneficial interest.

The term "conflict of interest" means any situation in which a Fiduciary's interest may be adverse to the interests of the Corporation, and any situation in which a Fiduciary is in a position to influence a decision of the Corporation in such a way that it will, or might appear to benefit the Fiduciary, a family member of the Fiduciary, or an entity to which either the Fiduciary or a family member of the Fiduciary are related. A conflict of interest includes Financial Interests. The term "conflict of interest" shall not include any situation where prior to engaging in any conduct which might be considered a conflict of interest, a Fiduciary submits the proposed transaction or arrangement to the Board of Directors and it then decides if the proposed transaction or arrangement is in the best interest of the Corporation following the procedure herein established.

### Section 1.2 - Disclosure

In connection with any actual or possible conflicts of interest, any Fiduciary shall fully disclose in writing any and all material facts to the Board of Directors of the Corporation at the earliest possible time after the conflict of interest becomes known to the Fiduciary and shall be made a matter of corporate record through such annual or other reporting certification process as the Board of Directors shall require from time to time. It shall likewise constitute a fiduciary responsibility of any Member of the Corporation and Member of the Board of Directors of the Corporation to fully disclose any and all material facts of his or her knowledge when he or she understands that any Fiduciary has engaged in a conflict of interest.

### Section 1.3 - Determination and Procedure

After disclosure of an actual or possible conflict of interest and all material facts has been made to the Board of Directors, the Board of Directors or a committee appointed by the Board, shall summon the Fiduciary in order to give such Fiduciary an opportunity to be heard on this matter. If a committee has been appointed for this purpose by the Board, such committee shall render a written report for the Board of Directors consideration within 45 days after being appointed for such task. The Board of Directors shall finally decide whether any conflict of interest exists. The Fiduciary shall leave the Board appointed committee's meeting or the Board meeting, whatever the

case may be, while the determination of a conflict of interest is discussed and voted upon. If the Board of Directors ultimately determines that a conflict of interest exists with respect to a transaction or situation, the Board of Directors may take any of the following actions, and if a Financial Interest exists, the Board of Directors must take the following actions:

- a) Allow the Fiduciary to make a presentation to the Board of Directors, but after such presentation, the Fiduciary shall leave the meeting during the discussion of, and the vote on, the transaction or situation results in the conflict of interest;
- b) Appoint, if the Board of Directors deems it appropriate to do so, a disinterested person or committee to investigate alternatives to the transaction or situation:
- c) Determine, by a majority vote of the disinterested Members of the Board of Directors present, whether the transaction or situation is in the Corporation's best interest and for its own benefit; it is fair and reasonable for the Corporation; and after exercising due diligence, determine whether the Corporation could obtain a more advantageous transaction with reasonable efforts under the circumstances; and
- d) Take appropriate disciplinary action with respect to any violation of this conflict of interest policy.

### Section 1.4 – Record-Keeping Requirements

The minutes of the Board of Directors meetings and committees with board delegated powers shall include:

- a) The documentation, including comparability data, upon which the Directors based their decision that a transaction or situation is in the Corporation's best interest and is fair and reasonable for the Corporation;
- b) The names of the Directors who disclosed the conflict of interest, the nature of the conflict of interest and whether the Directors determined that there was indeed a conflict of interest; and
- c) The names of the persons who were present for discussions and votes relating to the transaction or situation and a record of any votes taken.

### Section 1.5 – Effective Date

This policy shall be effective immediately after its approval by the Board of Directors.



PO Box 1827, Bayamen, PR 00960-1827 - Tel. (787) 720-2421 / Fax. (787) 790-0619 - www.baldwin-school.org

VIVERSARY

### **Baldwin School of Puerto Rico**

Policy and Procedure for the Selection of Candidates to the Board of Directors:

Whereas the Board of Directors wishes to establish a policy and procedure by means of which individuals may become eligible for and considered for selection to the Board of Directors and election by the Members of the Corporation, and

Whereas The selection of potential Board Members is an ongoing process through which the Board Nominating Committee considers candidates based on the positions available and the fields of expertise required at the moment, in order to pursue a diversified composition;

Now, therefore, upon motion duly seconded and after discussion, the following resolution was unanimously adopted by the directors present

"RESOLVED: that the following be and is hereby adopted as the Policy and Procedure for the Consideration of Individuals for the Selection to the Board of Directors.

- 1. Any individual will be eligible for consideration to be selected to the Board of Directors
- 2 Any Baldwin parent interested in joining the Board of Directors of the Baldwin School of Puerto Rico maybe considered by means of a selection process
- 3. Interested Baldwin Parents or individual should write a brief statement of interest and submit it to the Head of School, with their resume enclosed

Policy and Procedure for the Selection of Candidates to the Board of Directors Page 2 of 2

- The Board Nominating Committee will review the application and maintain communication with the applicant through the Chairperson of the Nominating Committee.
- 5. In its review, the Nominating Committee will consider the candidates' areas of strength such as broad experience with education, construction, finance and fundraising, among others. Particular emphasis should be given to parent alumni. Eligible candidates will be expected to demonstrate commitment to Baldwin's mission, to be strategic thinkers, and to be willing to dedicate their time and capacities for the benefit of the school
- Chairperson of the Nominating Committee will report to the board the results of the committee's works with recommendations. The Board of Directors will include such recommendations as it deems appropriate in its recommendations to the Members of the Corporation at their annual meeting.



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### THE BALDWIN SCHOOL OF PR INC.

### PROCEDURE FOR THE SELECTION AND RECRUITMENT OF ITS HEAD OF SCHOOL

STEP I: The Baldwin School of PR, Inc. (here and after referred to as "Baldwin" or "the School") has the following procedure in place which regulates how its Head of School ("HOS") will be selected. Based on the contractual relationship between the School and the then existing HOS, he/she has to notify the Board of Directors with at least eleven (11) months prior notice to the Board of Directors that he/she will not be renewing the current contract. Or the BOD may terminate the HOS contract. Once such notice is made by the HOS, or to the HOS, the Board of Director's Search Committee is instructed to contact an experienced Search Professional who is experienced in obtaining HOS candidates for private independent schools. Based on the school's established requirements, such professional then performs the search process, which typically lasts for a three (3) to four (4) month period.

STEP II: Once the Search Professional has identified several candidates, such list of candidates along with their academic preparation and prior work experience, is provided to the Board of Directors Search Committee. Such Search Committee may be composed of up to seven (7) members four (4) members from the Board of Directors and the other three (3) may be members selected from parents of the Baldwin community. Typically, ten to fifteen candidates are pre-screened by the Search Professional and are interviewed via teleconference by the Search Committee. Three (3) to four (4) candidates are then selected from the pre-screened list of available candidates for a school visit and a finalist interview.

STEP III: The three (3) or four (4) candidates that have been selected for a finalist interview then go through a rigorous interview process whereby the Pre-School, Elementary, and MS/US principals, Department Heads, Students, Faculty and Staff as well as the Baldwin Parent Community are invited to participate in this interviewing process and provide their input Lastly, all the members of the School's Board of Directors participate in the interview process of the possible candidates for the Head of School position

STEP IV: After the previous step as has been undertaken, the Board of Directors Search Committee makes their recommendation to the Board of Directors. Then the full Board of Directors has the authority to vote upon the Search Committee's recommendation as to its recommended candidate, or to approve any other candidate so interviewed. If no specific candidate has been selected, then the Board of Directors has the authority to hire a temporary Head of School from a list that details names and qualifications of retired Head of School candidates, which are able to perform the duties assigned to the HOS on a temporary one year contract, until another candidate, following the above stated process, is finally selected and approved by the Board of Directors of the School.

February 9, 2011