



To nurture curiosity, resilience and joy in all

POLICY 122 ROLE OF THE BOARD CHAIR

When Trustees elect the Board Chair, they entrust to that individual primary responsibility for safeguarding the integrity of the Board's processes and representing the Board to the broader community.

The Board Chair is an equal, with no more power or authority than any other Trustee. Although the Chair assumes a leadership role, they must adhere to the Board's directions and may not act unilaterally.

The Chair works closely with the Superintendent to ensure that the direction of the Board is understood and works with the Board to present and clarify any concerns of the administration.

The Board delegates to the Chair the following powers and duties:

1. In conjunction with the Board, annually review and establish Board Committees
2. In discussion with Trustees, appoint liaison and representation assignments for positions not accommodated through the procedural bylaw.
3. Prior to each Board meeting, confer with the Superintendent, Vice-Chair and Secretary Treasurer regarding items to be included on the Board agenda, and become thoroughly familiar with them.
4. Encourage the Board's attention to policy rather than operational matters.
5. Preside over all Board meetings and ensure that such meetings are conducted in accordance with the School Act, the procedures as established by the Board, and Robert's Rules of Order.
6. Perform the following duties during Board meetings:
 - 6.1. Ensure that all issues before the Board are well stated and clearly expressed.
 - 6.2. Ensure that each Trustee has a full and fair opportunity to be heard and understood by the other members of the Board in order that collective opinion can be developed, and a corporate decision reached.
 - 6.3. Direct the discussion by Trustees to the topic being considered by the Board.
 - 6.4. Ensure that each Trustee present votes on all issues before the Board.
 - 6.5. Extend hospitality to Trustees, officials of the Board, the press, and members of the public.



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7. Expel from the meeting a person, other than a Trustee, who the Chair considers to be acting improperly.
8. Keep informed of significant developments within the District, locally, regionally and provincially.
9. Keep the Superintendent and the Board informed of all matters coming to their attention that might affect the District.
10. Be in regular contact with the Superintendent to maintain a working knowledge of current issues and events.
11. Convey directly to the Superintendent concerns or questions which may significantly affect the administration of the District.
12. Bring to the Board all matters requiring a corporate decision of the Board.
13. Act as the spokesperson for the Board by stating positions consistent with Board direction and policies (except for those instances where the Board has delegated this role to another individual or group).
14. Act as ex-officio member of all committees appointed by the Board.
15. Act as a signing officer for all Ministry documents, authorized to witness the use of the Board's corporate seal.
16. Represent the Board, or arrange alternative representation, at official meetings or other public functions.
17. Ensure that the Board engages in regular assessments of its effectiveness as a Board.