

4 ROLE OF THE CHAIR

The Chair shall protect the integrity of Board process and Board cohesion, co-ordinate the business of the Board through agenda-setting, represent the Board to outside parties, and speak on behalf of the Board. Consequently, the Chair shall:

- 4.1 Maintain a strong understanding of the Board's policies, bylaws, rules of order and strategic plan, and hold the Board to its rules.
- 4.2 Ensure that meeting agendas and discussions are limited to those issues, which are clearly in Board jurisdiction.
- 4.3 Facilitate reasonable opportunity of every trustee to be heard and understood by the Board, and take responsibility for developing and articulating a collective Board position.
- 4.4 Chair Board meetings with all the commonly accepted powers (e.g. ruling, recognizing), and keep deliberation timely, fair, orderly, thorough and efficient.
- 4.5 Notwithstanding Policy 3.14, vote while presiding over a meeting only when it will change the outcome of the decision.
- 4.6 Make decisions and representations on behalf of the Board which fall within and are consistent with any reasonable interpretation of Board policy, motions and planning, and keep the Board informed of such decisions and representations.
- 4.7 Coordinate and encourage input, concerns, ideas and information from trustees and senior administration, and oversee either the placement of these items on Board agendas, or appropriate delegation of them to the Superintendent, Secretary-Treasurer or Board committee in accordance with Board policy.
- 4.8 Establish a professional, working relationship with the Superintendent that emphasizes the clarification of Board directives; the sharing of information and trustee/community concerns; and provision of accurate, thorough and up-to-date information to support Board decision-making.
- 4.9 Upon consultation with all trustees, appoint members and chairs of Board Standing Committees and Ad-hoc Committees, and representatives/liasons to external organizations and committees.
- 4.10 Delegate duties to the Vice-Chair, including facilitating the transfer of all duties when the Chair is to be absent.
- 4.11 Coordinate and provide oversight of trustee professional development activities and expenditures.

Board Policy: December 2010
Revised: March 2014, June 2014, November 2015