
Policy 6

ROLE OF THE VICE-CHAIR

The Board of Education shall elect a Vice-Chair at the inaugural and each annual meeting to serve as Vice-Chair, to hold office at the pleasure of the Board.

Specific Responsibilities

1. The Vice-Chair shall act on behalf of the Board Chair, in the latter's absence and shall have all the duties and responsibilities of the Board Chair.
2. The Vice-Chair shall assist the Board Chair in ensuring that the Board operates in accordance with its own policies and procedures and in providing leadership and guidance to the Board.
3. Prior to each Board meeting, the Vice-Chair will confer with the Chair, the Superintendent and the Secretary-Treasurer on the items included on the agenda and will become thoroughly familiar with items included on the agenda.
4. The Vice-Chair shall be an alternate signing officer for the District and may serve as an officer of the Board authorized to witness the use of the Board's corporate seal when the Chair is unavailable.

Legal Reference: Sections 65, 67, 85 School Act

Adopted: Sept 24, 2018