
BOARD CHAIRPERSON RESPONSIBILITY POLICY

RESPONSIBLE FOR REVIEW: Board of Trustees

DEPARTMENT RESPONSIBLE: Board of Trustees

DATE LAST REVIEWED: August 2016

NEXT REVIEW: August 2019

The Chairperson will work with the Principal to ensure the smooth running of the school. The Chairperson assures the integrity of the Board's process and occasionally represents the Board.

1. The Board will elect a Chairperson at its first meeting each year.
2. The Chairperson of the Board of Trustees is responsible for ensuring the smooth running of the Board and chairing Board and the Board's Disciplinary Committee meetings. Deliberation will be fair, open and thorough but also timely, orderly and kept to the point.
3. The Chairperson will ensure that the Board functions within its own rules and those legitimately required from outside the organization.
4. The Chairperson is authorized to make decisions that fall within topics covered by Board policies, and within the delegations specified in the policies to the Chairperson, except where the Board specifically delegates to others. The Chairperson is authorized to use any reasonable interpretation of the provisions in these policies.
5. The Chairperson may represent the Board to outside parties on Board policy, agreed positions on issues or matters and Board decisions.
6. With the agreement of the Chairperson, community individuals or groups will be permitted to address the Board on matters which are placed on the meetings' agenda. The Chairperson has the discretion to set clear ground rules appropriate to the circumstances.
7. This policy also applies to the Deputy Chairperson or another Board member when acting in the capacity of Acting Chairperson under delegation.

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Signature (BOT Chairperson)

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Date Ratified