



Board Policy 6

ROLE OF THE VICE-CHAIR

The Vice-Chair shall be elected by the Board at its Organizational Meeting, and thereafter at any time determined by the Board, to hold office at the pleasure of the Board.

Specific Areas of Responsibility

The Vice-Chair shall:

1. 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. 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. Be assigned other duties and responsibilities by the Board and/or Board Chair.
4. Act as an alternate signing officer for the Division for all documents required by law or as authorized by actions of the Board.
5. Be assigned the duty of reviewing and approving Trustee compensation claims.

Reference: Education Act, Section 33, 51, 52, 53, 64, 67
Revised: April 22, 2020, October 2004