

ROLE OF THE VICE-CHAIR

Background

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

Guidelines

1. Specific responsibilities

- 1.1. The Board Vice-Chair shall act on behalf of the Board Chair, in the latter's inability to act or absence and shall have all the duties and responsibilities of the Board Chair.
- 1.2. The Board Vice-Chair may be assigned other duties and responsibilities by the Board Chair.
- 1.3. The Board Vice-Chair shall assist the Board Chair in ensuring the Board operates in accordance with its own policies and procedures and in providing leadership and guidance to the Board.
- 1.4. Before each Board meeting, the Board Vice-Chair shall confer with the Board Chair, designated trustee and Superintendent on items to be included on the agenda, the order of these items and become thoroughly familiar with them.
- 1.5. The Board Vice-Chair shall serve as the Chair of the Audit Committee.

References

Sections 33, 51, 52, 53, 64, 67 *Education Act*

Last reviewed:	Last updated:
Sept. 17, 2015	
Dec. 4, 2017	Jan 25, 2018
Feb. 19, 2019	
Dec. 11, 2019	
March 10, 2020	
Feb. 9, 2021	
Feb. 8, 2022	
Feb. 14, 2023	
Dec. 5, 2023	
Jan. 13, 2025	