

Policy 6 ROLE OF THE VICE-CHAIR

The Vice-Chair is elected at the annual organizational meeting of the Board. The Vice-Chair is accountable to the Board and maybe removed from office at any time by a simple majority vote of trustees at a regular or special meeting of the Board.

Specific Responsibilities include:

1. Assist the Board Chair so that the Board operates in accordance with its own policies and procedures.
2. Assist the Chair in providing governance and leadership to the Board.
3. Act on behalf of the Board Chair in his/her absence.

3.1 Assume duties of the Chair if the Chair through illness or other cause is unable to perform the duties of his office, or is absent.

4. Assist the Chair and Superintendent in the preparation of agendas for Board meetings.

Reviewed/Revised: February 2014

February 2019

Approved: June 23, 2014

April 22, 2021