



## **POLICY 121 ROLE OF THE CHAIRPERSON**

The Board of Education of School District No. 27 (Cariboo-Chilcotin) believes that the role of the Board Chairperson is critical both in ensuring effective meeting processes and in setting the tone of the Board.

The Chairperson is also most often the appointed public face of the Board, serving as its primary communicator. When trustees elect the Board chairperson, they are choosing not only the person who will conduct their official meetings, but the person who will represent them to their education partners and the general public.

Common responsibilities for this role include, but are not limited to:

- Presiding over meetings of the Board, enforcing appropriate procedures and parliamentary processes;
- Conducting the meetings in accordance with the Board's procedures and practices for the conduct of board meetings;
- Establishing agendas for board meetings, in consultation with the Superintendent and the Secretary-Treasurer;
- Ensuring that members of the Board have the information needed for informed discussion of the agenda items;
- Acting as the spokesperson to the public on behalf of the Board, unless otherwise determined by the Board;
- Conveying the decisions of the Board to the Superintendent;
- Providing leadership to the Board in maintaining the Board's focus on the strategic plan;
- Providing leadership to the Board in maintaining the Board's focus on the Board's mission and vision; and,
- Assuming such other responsibilities as may be specified by the Board.

The Board Chairperson is an equal, with no more power or authority than any other trustee; however, the Chairperson does have an additional function and responsibility to speak for and represent the positions and decisions of the Board. In this regard, the Board Chairperson may represent the Board at events, hearings and meetings with representatives from other governing bodies and organizations. In these activities, the Chairperson's role is limited to speaking only for what the Board has already decided, to receive input and to bring matters back to the Board for consideration.