

## **Role of the Vice-Chair**

At its inaugural meeting following a general local election, and for the following two years, at the regular December meeting, the board shall elect one of its members to serve as vice-chair, to hold office at the pleasure of the board.

Notwithstanding the above, in the event of emergent circumstances and in consultation with the incumbent, a majority of the Board may elect a new Vice-chair at any time.

### **Specific Responsibilities**

- The vice-chair shall act on behalf of the board chair, in the latter's absence and shall have all the duties and responsibilities of the board chair.
- The vice-chair shall 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.
- The vice-chair may be assigned other duties and responsibilities by the board chair.

**Date of Board Approval: February 2009**

*Legal Reference: School Act, Section 67*