

**ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD  
POLICIES AND PROCEDURES  
SECTION A: GOVERNANCE**

<b>CHAIRPERSON ROLE</b>	<b>POLICY</b>
<b>EFFECTIVE:</b> 2003 11 25 / 2006 11 21 / 2013 03 05	

**POLICY STATEMENT:**

The chairperson safeguards the integrity of the Board's process and represents the Board of Trustees to outside parties.

**POLICY GOALS:**

The authority of the Chair is found in legislation and is delineated accordingly:

1. The Chair's role is to assure that the Board is in compliance with its own rules and those legitimately imposed upon it from outside the organization.
  - a) Meeting discussion content will be only those issues which, according to Board policy, clearly belong to the Board to decide, not to the Director of Education.
  - b) Deliberation will be fair, open, and thorough but also timely, orderly, and kept to the point.
  
2. The Chair has authority to make decisions that fall within Board policies on Governance Process and Board: Director Relationship, except where the Board specifically delegates portions of this authority to another individual or committee(s). The Chair is authorized to use any reasonable interpretation of the provisions in these policies.
  - a) The Chair is empowered to chair Board meetings, with all the commonly accepted responsibility of that position, and in accordance with the Procedural By-laws of St. Clair Catholic District School Board.
  - b) The Chair has no individual authority to make decisions about policies created by the Board within policy areas.
  - c) The Chair, as well as the Director, are the designated spokespersons and shall represent the Board to all outside parties, including the media, in announcing Board-stated positions.
  - d) The Chair may delegate this authority but remains accountable for its use.
  - e) The Chair and/or Vice Chair, in consultation with the Director of Education, shall be responsible for the preparation of the meeting agendas, and may include other items identified by the Board.
  - f) The Chair will provide leadership to the Board in maintaining the Board's focus on its mission and vision; and assume such other responsibilities as may be specified by the Board.