

DUTIES OF THE CHAIRPERSON & VICE-CHAIRPERSON

The Chairperson of the Board shall perform all duties imposed by the Public Schools Act and other duties as may be prescribed by law or by action of the Board.

Some of the main duties are:

1. to preside at meetings of the Board and to decide questions of order
2. to preserve order at all times and to endeavour to have business before the Board conducted with propriety and dispatch
3. to appoint committees required by the Board, except when the Board may decide otherwise, and to be an exofficio member of such committees
4. to call special meetings of the Board
5. to sign official Division documents that require the signature of the Chairperson's Office.
6. to exercise his right to vote on all motions before the Board. (In cases of tie votes the motion is considered to be defeated).

The Vice-Chairperson shall have the powers and duties of the Chairperson in his absence or during his disability, and such other powers and duties as the Board may from time to time decide.

Revised October 4, 1988
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