

ROLE OF THE BOARD CHAIR

In accordance with the [Board Procedures Regulation](#), a Regulation of the Alberta Education Act (Act) the Board of Trustees (Board) of Christ The Redeemer Catholic Separate School Division, at its annual organizational meeting, and at any other time as determined by the Board shall elect one of its members as Chair and another as Vice-chair to hold office at the pleasure of the Board. Consistent with Policy #2, Role of the Board, the following are the duties of the Chair:

1. The primary role of the Chair is to ensure that the Board functions consistently with its own policies and the Act.
2. The Chair shall chair Board meetings using *Robert's Rules of Order* and all the commonly accepted responsibilities of that position.
3. The Chair is responsible for making decisions that fall within the scope of Board policies on governance.
4. The Chair is the only Board member authorized to speak on behalf of the Board, except when the Board delegates such authority.
5. The Chair is authorized to use any reasonable interpretation of the Board policies on governance.
6. The Chair has no authority to make decisions with respect to Board policies.
7. The Chair has no authority or responsibility to supervise or direct the Superintendent or staff.
8. If the Chair, through illness or other cause, is unable to perform the duties of the Chair's office or is absent, the Vice-Chair has all the powers and shall perform all the duties of the Chair during the Chair's inability to act or absence.
9. If both the Chair and the Vice-Chair, through illness or other cause, are unable to perform the duties of the office, or are absent, the Board shall appoint from among its members an acting chair, who on being so appointed has all the powers and shall perform all the duties of the Chair.

Approved: February 29, 2020

Amended: November 28, 2024