



# Policy No. 114

## ROLE OF THE BOARD VICE CHAIRPERSON

### POLICY STATEMENT

The Board of Education of School District 87 (Stikine) shall elect one of its members to serve as Board Vice Chairperson immediately following the election of the Chairperson during its inaugural meeting and annually thereafter at a regular meeting. The Vice Chairperson serves at the discretion of the Board and holds no individual authority to act unilaterally.

### GUIDING LEGISLATION/REGULATIONS

- *School Act, Sections 65, 67, 69, 70, 85*

### REGULATION

The Board delegates and assigns to the Vice Chairperson the following powers and duties:

#### **1. Succession and Acting Leadership**

- a. Assume all roles, powers, legal authorities, and duties of the Chairperson during their temporary absence, illness, or disability.
- b. Serve as Acting Chairperson in the event of a sudden vacancy in the Chair position, until such time as the Board can hold a formal election for a new Chairperson.
- c. Execute legal documents and act as a signing officer for the district when the Chairperson is unavailable or incapacitated.

#### **2. Governance and Board Support**

- a. Assist the Chairperson in ensuring that all board operations, trustee conduct, and meetings strictly adhere to the *School Act*, board bylaws, and established policies.
- b. Provide ongoing leadership, guidance, and governance support to fellow trustees, aiding in the development of a positive working culture.
- c. Assist the Chairperson with strategic agenda planning and preparation prior to regular, in-camera and special board meetings.

#### **3. Delegated Responsibilities**

- a. Undertake specific projects, committee leadership, or external representational duties as assigned by the Chairperson or through a formal motion of the Board.
- b. Serve as a secondary liaison to the Superintendent when requested by the Chairperson, ensuring continuity of district oversight.

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