

**ANGLOPHONE SOUTH SCHOOL DISTRICT EDUCATION COUNCIL**

**POLICY TYPE:** Governance Process

**POLICY NO:** 4.3

**POLICY TITLE:** Chair's Role

**PAGE:** 1 of 2

4.3 The Chair of the District Education Council (DEC) ensures the integrity of the Council's processes and will serve as the Council's official spokesperson.

4.3.1 Accordingly, the Chair has the following authority and duties:

1. Monitor Council behavior to ensure that it is consistent with its own rules and policies and those legitimately imposed upon it from outside the organization:
  - a. conduct and monitor Council meetings to ensure that only Council issues, as defined in Council policy, are discussed,
  - b. ensure that Council meetings are open and thorough,
  - c. ensure meetings are efficient, timely, orderly and to the point,
  - d. chair Council meetings with all the commonly accepted power of that position as described in *Robert's Rules of Order* and in accordance with law, and
  - e. conduct timely Council meeting debriefings and periodic self-assessments to ensure process improvement.
2. Make all interpretative decisions that fall within the topics covered by Council policies on Governance Process and Council/Staff Relationship, except where the Council specifically delegates such authority to others, using any reasonable interpretation of the provisions in those policies;
  - a. refrain from making any interpretative decisions about policies created by the Council in the End Results and Executive Limitations policy areas, and
  - b. refrain from exercising any authority as an individual to supervise or direct the Superintendent.
3. Compile and facilitate the summative evaluation of the Superintendent.
4. Represent the Council to outside parties in announcing Council-stated positions and in stating decisions and interpretations within the areas assigned to the Chair, delegating this authority to other Council members when appropriate, but remaining accountable for its use, and informing the Council on a regular basis of such interpretation.
5. Sign all contracts authorized by the Council.

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**Adopted: October 2012**  
**Revised: February 2018**  
**Review Method: Verbally**  
**Review Frequency: Annual**  
**Reviewed:**

6. Communicate appropriate information to fellow Council members in a timely fashion.
7. Appoint the members of all Council committees.
8. Liaise with the Department of Education & Early Childhood Development.

4.3.2 Interpretation and decisions assigned to the Chair are subject to motions of point of order and appeal in accordance with the procedure outlined in *Robert's Rules of Order*. A motion duly made and seconded provides the opportunity for the Council to determine if the decision of the Chair shall be sustained.

4.3.3 In the absence or inability of the Chair, the Vice-Chair shall have all of the powers and duties of the Chair.

Policy	Date of Self-Evaluation	DEC behaviour is fully compliant	DEC behaviour needing improvement or opportunity for continuous improvement	Commitment Made/ Action Taken	Completed (Yes/No)
4.3					
4.3.1					
4.3.1.1					
4.3.1.2					
4.3.1.3					
4.3.1.4					
4.3.1.5					
4.3.1.6					
4.3.1.7					
4.3.1.8					
4.3.2					
4.3.3					

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