

 <p>ANGLOPHONE WEST SCHOOL DISTRICT</p>	<h2>GOVERNANCE POLICIES</h2>
Policy Type	Governance Process
Policy Name	Role of Council Chairperson
Policy Number	ASD-W-GP3
Effective Date: September 20, 2012	Revised: November 16, 2023

<p><u>Policy:</u></p> <p>The Chairperson of the Council ensures the integrity of the Council’s processes and serves as the Council’s official spokesperson.</p>
<p>Accordingly, the Chairperson has the following authority and duties:</p> <ol style="list-style-type: none"> 1. Monitor the Council’s behavior to ensure that it is consistent with its own rules and policies and those legitimately imposed upon it from outside the organization. <ul style="list-style-type: none"> • Conduct and monitor Council meeting deliberations to ensure that only Council issues, as defined in Council policies, are discussed. • Chairperson District Education Council meetings in an impartial manner, facilitating deliberation and resolution, and with respect shown for all viewpoints. Meetings should also be efficient, timely, orderly and to the point. • Chairperson District Education Council meetings with all the commonly accepted power of that position as described in Robert’s Rules of Order and in accordance with law. • Conduct timely Council meeting debriefings and periodic self-assessments to ensure process improvement. 2. Develop, together with the Superintendent, the agenda for District Education Council meetings. <ul style="list-style-type: none"> • Schedule delegations and presentations • Follow-up on District Education Council directions • Speak with the media. 3. Make all interpretive decisions that fall within the topics covered by Council policies on Governance Process and Council-Staff Relations, except where the Council specifically delegates such authority to others, using any reasonable interpretation of the provisions in those policies:

- Refrain from making any interpretive decision about policies created by the Council in the End Results and Superintendent Limitations policy areas.
- Refrain from exercising any authority as an individual to supervise or direct the Superintendent.

4. Represent the Council:

- To outside parties in announcing Council-stated positions:
 - In stating decisions and interpretation within the areas assigned to the Chairperson (delegating this authority to other Council members when appropriate)
 - At school/community events
 - At meetings of Chairpersons (Council of DEC Chairpersons - CDC) with the Minister of Education and Early Childhood Development.

5. Be well-informed and prepared by:

- Attending workshops
- Consulting regularly with other Council members and members of the community.

6. Organize, in consultation with representatives and staff, the District Education Council committee structure and representation on committees.

7. The Chairperson will delegate authority to the Vice-Chairperson on an as needed or requested basis. In the absence or inability of the Chairperson, the Vice-Chairperson shall have all of the powers and duties of the Chairperson. In the event that neither the Chairperson nor the Vice-Chairperson is available, the Council shall appoint an interim Chairperson.

MONITORING:

Method(s)	Frequency	Month
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<ul style="list-style-type: none">• Council Self-evaluation	<ul style="list-style-type: none">• 1 time per year	<ul style="list-style-type: none">• December
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