

Addison Central School District

Policy: Chair's Role
File Code: A9
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Policy

The Chair of the Board oversees the integrity of the Board's processes and serves as the Board's official spokesperson. The Chair has the following authority and duties and shall:

- chair Board meetings following Robert's Rules of Order;
- appoint committee members to standing and *ad hoc* committees and initiate *ad hoc* committees to accomplish specific tasks;
- oversee the development of Board meeting agendas;
- ensure Board meeting deliberations are fair and open as well as efficient, timely, and orderly;
- ensure that only Board issues are discussed in Board meeting deliberations;
- participate in the orientation of new Board members;
- ensure that Board behavior is consistent with the Board's rules and policies;
- sign all contracts authorized by the Board;
- lead and coordinate the evaluation process for the Superintendent; and,
- unless specifically directed by the Board, the Chair shall refrain from exercising any authority to supervise or direct the Superintendent.

The Chair shall make all interpretive decisions that fall within the topics covered by Board policies on Governance Process and Board/Superintendent Relationship unless the Board specifically delegates such authority to others.

The Chair shall represent the Board to outside parties in announcing Board-stated positions and in stating decisions and interpretations within the areas assigned to the Chair and may delegate this authority to other Board members as appropriate.

In the absence or inability of the Chair to act, the Vice Chair shall have all of the powers and duties of the Chair. In the absence or inability of the Chair and Vice Chair, the Secretary shall have all the powers and duties of the Chair. In the absence of all Executive officers, the Superintendent will designate a Chair until a temporary presiding officer is elected.