

**POLICY 137 ROLES AND RESPONSIBILITIES OF THE BOARD VICE-CHAIRPERSON**

The Board of Education shall elect a Vice-Chairperson at the inaugural and at each annual meeting to server as Vice-Chairperson, to hold office at the pleasure of the Board.

**Specific Responsibilities:**

1. The Vice-Chairperson shall act on behalf of the Board Chairperson, in the latter's absence and shall have all of the duties and responsibilities of the Board Chairperson. The Board Chairperson may, on an as-needed basis, delegate the presiding officer task to the Vice-Chairperson.
2. The Vice-Chairperson shall assist the Board Chairperson in ensuring that the Board operates in accordance with its own policies and procedures and in providing leadership and guidance to the Board.
3. The Vice-Chairperson shall be an alternate signing authority for the District.
4. The Vice-Chairperson may be assigned other duties and responsibilities by the Board Chairperson.