

# Board Chair Job Description

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The Chair of the Charter Academy Board of Trustees, a specifically empowered member of the board, ensures the integrity of the board's process and occasionally represents the board to outside entities.

1. The assigned result of the Chair's job is that the board behaves consistently with its own rules and those legitimately imposed upon it from outside the organization.
  - a. Meeting discussion and action content will consist solely of issues that clearly belong to the board to decide or monitor according to board policy.
  - b. Information that is neither for monitoring performance nor for board decisions will be avoided or minimized and always noted as such.
  - c. Deliberation will be fair, open, and thorough but also timely, orderly, and germane.
2. The authority of the Chair consists in making decisions that fall within topics covered by board policies on Governance Process and Board-Management delegation, with the exception of employment or termination of the director and areas where the board specifically delegates portions of this authority to others. The Chair is authorized to use any reasonable interpretation of the provisions in these policies.
  - a. The Chair is empowered to chair board meetings with all the commonly accepted powers of that position, such as ruling and recognizing.
  - b. The Chair has no authority to make decisions about policies created by the board within Ends and Executive Limitations policy areas. Therefore, the Chair has no authority to supervise or direct the School Director.
  - c. The Chair may represent the board to outside parties in communicating board positions and in stating Chair decisions and interpretations within the area delegated to that role.
  - d. The Chair may delegate this authority but remains accountable for its use.