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3 **THE BOARD OF TRUSTEES**

4
5 Duties of Individual Trustees

6 The authority of individual trustees is limited to participating in actions taken by the Board as a whole
7 when legally in session. Trustees shall not assume responsibilities of administrators or other staff
8 members. The Board or staff shall not be bound by an action taken or statement made by an individual
9 trustee, except when such statement or action is pursuant to specific instructions and official action
10 taken by the Board.

11
12 Each trustee shall review the agenda and attendant materials in advance of a meeting and shall be
13 prepared to participate in discussion and decision making for each agenda item. Each trustee shall visit
14 every school (except in 1st class districts) at least once per year to examine its management, conditions,
15 and needs.

16
17 All trustees are obligated to attend Board meetings regularly. Whenever possible, a trustee shall give
18 advance notice to the Chairperson or Superintendent, of the trustee’s inability to attend a Board
19 meeting. A majority of the Board may excuse a trustee’s absence from a meeting if requested to do so.

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21 Board members, as individuals, have no authority over school affairs, except as provided by law or as
22 authorized by the Board.

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24 Cross Reference: 1113 Vacancies

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26 Legal References: § 20-3-301, MCA Election and term of office
27 § 20-3-308, MCA Vacancy of trustee position
28 § 20-3-324(22), MCA Powers and duties
29 § 20-3-332, MCA Personal immunity and liability of trustees

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31 Policy History:

32 Adopted on: 01/04/2000

33 Reviewed on:

34 Revised on: 04/25/2006; 04/15/14