

1 **1240 THE BOARD OF TRUSTEES**

2 Duties of Individual Trustees

3 The authority of individual trustees is limited to participating in actions taken by the Board as a whole  
4 when legally in session. Trustees shall not assume responsibilities of administrators or other staff  
5 members. The Board or staff shall not be bound by an action taken or statement made by an individual  
6 trustee except when such statement or action is pursuant to specific instructions and official action taken  
7 by the Board. Board members, as individuals, have no authority over school affairs, except as provided by  
8 law or as authorized by the Board.

9 Each trustee shall review the agenda and any study materials distributed prior to the meeting and be  
10 prepared to participate in the discussion and decision-making for each agenda item.

11 All trustees are obligated to attend Board meetings regularly. Whenever possible, each trustee shall give  
12 advance notice to the Chairperson of the trustee's inability to attend a Board meeting. The Chairperson  
13 will determine whether the absence is excused or unexcused. A majority of the Board may confirm or  
14 overturn the Chairperson's determination if requested to do so. The Board shall declare a position vacant  
15 after three (3) consecutive unexcused absences from regular Board meetings or if the trustee has been  
16 absent from the District for sixty (60) consecutive days.

17 Cross Reference:

18 1113 Vacancies

19 Legal References:

20 § 20-3-301, MCA Election and term of office

21 § 20-3-308, MCA Vacancy of trustee position

22 § 20-3-324, MCA Powers and duties

23 § 20-3-332, MCA Personal liability of trustees.

24 Policy History:

25 Adopted on: July 1, 2000

26 Revised on: November 25, 2013

27 Revised on: November 10, 2014