

Lewistown School District

THE BOARD OF TRUSTEES

1240

Duties of Individual Trustees

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

Each trustee shall review the agenda and any study materials distributed prior to the meeting and be prepared to participate in the discussion and decision-making for each agenda item. Each trustee shall visit each school (except in 1st class districts) not less than once per year to examine its management, conditions, and needs.

Each member is obligated to attend Board meetings regularly. Whenever possible, each trustee shall give advance notice to the Chairman or Superintendent, of the trustee's inability to attend a Board meeting. A majority of the Board may excuse a trustee's absence from a meeting if requested to do so. The Board shall declare a position vacant after three (3) consecutive unexcused absences from regular Board meetings or if the trustee has been absent from the District for sixty (60) consecutive days.

Cross Reference: 1113 Vacancies

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| Legal References: | 20-3-301, MCA | Election and term of office |
| | 20-3-308, MCA | Vacancy of trustee position |
| | 20-3-324(21), MCA | Powers and duties |
| | 20-3-332, MCA | Personal immunity and liability of trustees |

Policy History:

Adopted on: June 28, 2004

Revised on: