

1 **Great Falls School District**

2  
3 **THE BOARD OF TRUSTEES**

1240

4  
5 Duties of Individual Trustees

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

12  
13 Board members, as individuals, have no authority over school affairs, except as provided by law  
14 or as authorized by the Board.

15  
16 Each Trustee shall review the agenda and any study materials distributed prior to the meeting  
17 and be prepared to participate in the discussion and decision-making for each agenda item.

18  
19 Unless exempt under Montana law, Trustees shall visit every school at least once per year to  
20 examine its management, conditions, and needs in accordance with the procedures adopted at  
21 Policy 1520.

22  
23 All Trustees are obligated to attend Board meetings regularly. Whenever possible, each Trustee  
24 shall give advance notice to the Chairperson or Superintendent of the Trustee's inability to attend  
25 a Board meeting. The Chairperson will determine whether the absence is excused or unexcused.  
26 A majority of the Board may confirm or overturn the Chairperson's determination to excuse a  
27 Trustee's absence from a meeting if requested to do so. The Board shall declare a position vacant  
28 after three (3) consecutive unexcused absences from regular Board meetings or if the trustee has  
29 been absent from the District for sixty (60) consecutive days.

30  
31 Cross Reference:

32 Policy 1113                      Vacancies  
33 Policy 1520                      Board/Staff Communications

34  
35 Legal References:

36 § 20-3-301, MCA                      Election and Term of Office  
37 § 20-3-308, MCA                      Vacancy of Trustee Position  
38 § 20-3-324 (22), MCA                      Powers and Duties  
39 § 20-3-332, MCA                      Personal Immunity and Liability of Trustees.

40  
41 Policy History:

42 Adopted on:                      July 1, 2000  
43 Revised on:                      November 25, 2013  
44 Revised on:                      November 10, 2014  
45 Revised on:                      March 11, 2024