## Sugar-Salem School District No. 322

## THE BOARD OF TRUSTEES

## **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. Neither the Board nor staff shall 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 Member is obligated to attend both regular and special Board meetings. Whenever possible, each Trustee shall give advance notice to the Chair 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.

Cross Reference:1140VacanciesLegal Reference:I.C. § 33-506Organization and Government of Board of TrusteesPolicy History:Adopted on: October 2006Revised on:Revised on: