

## **Section 11: DUTIES OF BOARD MEMBERS**

Several Wyoming statutes inform the duties of state board members including [§21-2-302](#), which defines a quorum, and majority vote (that requires eight affirmative votes to pass a motion); [§16-4-403](#) that defines meetings to be open, with participation by the public, and approved minutes; [§21-2-304](#) that lists duties of the State Board of Education; and, [§21-2-306](#) that specifies requirements for reports of the state superintendent and state board.

**Policy purpose:** The purpose of this policy is to enumerate the duties of state board members.

### **Policy statement:**

Duties of members of the State Board of Education shall include, but not be limited to, the following:

1. Regularly attend meetings of the board, enter into discussions, and participate in decision-making on items coming before the board.
2. Study and be familiar with materials related to the agenda items sent to board members prior to each meeting. Board members who need specific information from the Wyoming State Department of Education staff can contact the board staff or the department liaison.
3. Serve on committees when requested to do so by the chair.
4. Refer problems brought to the attention of the individual board member to the chair, and if necessary, engage the board for review, action, or submission to the board.
5. Recognize that each individual board member has no authority to act for the entire board except at the request of the board.