

### High Schools—Warrants—Meetings—Salaries—Claims— School Boards.

All claims presented to a county high school board must be acted upon by the board at either a regular or special meeting. Special meetings must be called as provided by general school law.

R. N. Hawkins, Esq.,  
Assistant State Examiner,  
Helena, Montana.

July 19, 1927.

My dear Mr. Hawkins:

You have submitted to this office the following questions:

“1. Please advise if all salary and other claims should be approved prior to the issuance of the warrant. If so, should salary claims be approved in a different manner than other claims, and who should approve them, and who should approve all other claims?”

“2. As section 1269 provides for only four regular meetings, is it lawful for salary and all other claims to be approved at special meetings?”

Subdivision 1 of section 1271 provides that the board of trustees shall have power and it shall be their duty to keep a record of all official acts done by said board, and to keep a full record of all warrants issued against moneys belonging to said county high school. **Payment** of money can only be made on warrants drawn against said funds belonging to said high school, and each warrant so drawn must specify on its face the purpose for which it is drawn.

Answering your first question, you are advised that all claims presented to the board must be acted upon by the board at either a regular or a special meeting. There is no authority of law for approving claims except by the board when regularly convened and in this regard there is no difference between claims for salaries and other claims.

Answering your second question, section 1269 provides for four regular meetings of the board each year, on the third Saturday of April, July, October and January and such special meetings not to exceed two in any one month as they shall deem necessary. The provisions of the general school law as to notice, time and place of meetings shall govern all county high school boards. Section 1006 provides that a special meeting of the school board may be held upon the call of the

chairman or any two members of the board; at least 48 hours written notice shall be given to each member of the board of any special meetings, and no business transacted by the board shall be valid unless transacted at a regular or special meeting thereof.

It is therefore my opinion that salaries and other claims may be approved by the county high school board at a special meeting where regularly called.

Very truly yours,

L. A. FOOT,  
Attorney General.