

**SUBJECT: REGULAR MEETINGS OF THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

The Board shall regularly meet on the dates and at the time chosen at the annual organizational meeting. All meetings shall be held within the boundaries of the Supervisory District. Regular and special meetings of the Board will normally adjourn no later than 11:00 p.m.

Each meeting is presided over by the Board President or in his/her absence, the Vice-President, or in the absence of both officers, the Board member present with the longest term of service on the Board. In the event of a tie in length of Board service, alphabetical order shall prevail. (See Policy 1110)

The agenda for each regular or special Board meeting shall be distributed to each Board member prior to the meeting.

**Public Notice**

Public notice of the time and place of a meeting shall be given to the news media and shall be conspicuously posted in the BOCES administrative offices at least seventy-two hours before each meeting.

**Adjourned Meeting**

Any meeting may be adjourned to a specific future date, time, and place when so voted by the Board of Education.

All Board members shall be notified at least twenty-four hours (24) in advance of the call-to-order of an adjourned meeting, reconvened.

The only business which can be transacted is the business which was on the agenda of the meeting that was adjourned.

Public Officers Law, Article 7

**Adopted: January 9, 2002**  
**Reviewed: March 29, 2017**