

- () Required
- (X) Local**
- (X) Notice

BOARD MEETING PROCEDURES

Each BOCES Board meeting shall be conducted in an orderly manner which provides time for and encourages community involvement. The order of business at each regular meeting shall be as follows:

1. Approval of Agenda
2. Approval of Proposed Minutes
3. Privilege of the Floor
4. Reports and Comments
5. Executive Session
6. Personnel Items
7. Business Items
8. Other Items
9. Adjournment

The regular order of business may be changed at any meeting (and for that meeting only) by an affirmative vote of a majority and voting for the proposed change in the regular order of business.

Except in emergencies, the BOCES Board shall not attempt to decide upon any question under consideration before examining and evaluating relevant information. The District Superintendent shall be given an opportunity to examine and to evaluate all such information, and to recommend action before the Board attempts to make a decision.

The Board may adjourn a regular or special meeting at any place in the agenda providing that arrangements are made to complete the items of business on the agenda at a future meeting. The minutes shall make notice of the adjournment, and the reconvened session shall be considered an addition to these minutes.

Adoption date: June 15, 2009