



Educational Services That Transform Lives

First Supervisory District of Suffolk County
201 Sunrise Highway
Patchogue, New York 11772

Board Policy

Mail and Delivery Services

A mail service system shall be maintained within Eastern Suffolk BOCES in order that interoffice communications and communications from outside sources will be delivered to the intended recipient in the most practicable way.

The use of ESBOCES mail facilities and employees for the distribution of materials within ESBOCES and to and from outside sources shall be restricted to those materials and communications determined by the Board to support its mission or to have educational value for students and constituents of its component districts. The District Superintendent, Chief Operating Officer, or designee may authorize certain exceptions.

First Adopted: 7/1/03
Readopted: 7/14/05
Readopted: 7/11/07