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shall be given to the employee against whom the charges or complaints are directed. If the
complaint is not resolved at the administrative level, the matter shall be scheduled for a closed
session of the Board. The employee shall be given at least 24 hours written notice of the closed
session, and shall be given the opportunity to request that the complaints be heard in an open
meeting of the Board.

Approved by the Board of Trustees: December 5, 2017
Formerly BP 1040