

## **Conflict Resolution Policy for Daniel Boone Jr. Cheer League**

- I. Purpose:
  - A. To outline the organization's expectations that coaches, board members, cheerleaders, parents, and community members will conduct themselves in a professional manner. Our organization is committed to maintaining a positive and safe environment. This Conflict Resolution Policy aims to provide a fair and transparent process for addressing conflicts and resolving issues among all parties.
- II. Communication Channels
  - A. We encourage open communication through the board and coaches.
  - B. Conflicts will be discussed through the Individual squad TeamReach application and the league's email.
  - C. Board member meeting by request through the vice president.
- III. Confidentiality
  - A. The board and members of the conflict will maintain confidentiality throughout the resolution process.
  - B. Neither party will gossip or share sensitive information.
- IV. Informal Resolution
  - A. Parties involved are encouraged to resolve conflicts informally through open dialogue.
  - B. The Board will provide guidance on effective communication and active listening if requested.
- V. Formal Resolution Process
  - A. If informal resolution is unsuccessful, all parties will bring their concerns/conflict to the board.
  - B. Meeting with the board will take place within one week of the request.
  - C. The board will appoint a mediator for the resolution discussion.
  - D. The mediator will open the meeting allowing the outside party to explain their request, conflict or concern to the board.
  - E. The mediator will allow each Board member an opportunity to ask clarifying questions one by one.
  - F. The mediator will then allow the outside party to give a final statement.
  - G. The board will then vote individually. Per by-laws the president will not vote unless there is a tie.
- VI. Documentation
  - A. The mediator will take detailed/unbiased notes of the action and decision.
  - B. The board will keep all documentation on file for 1 year.
- VII. Review and Update
  - A. The Board will review and update the Conflict Resolution Policy to align with organizational changes or best practices annually.
- VIII. By adhering to this Conflict Resolution Policy, our organization aims to cultivate a healthy and respectful environment, ensuring that conflicts are addressed promptly, fairly, and in a manner consistent with our mission and values.