



GRIEVANCE POLICY AND PROCEDURES

Germantown Football League (the "GFL" or the "League") as a mission gives the youth in our community the opportunity to play organized football (both contact or otherwise), in order to promote the ideals of teamwork, good sportsmanship, good citizenship, and honorable character. The Board of Directors, League Commissioner, League Directors, Coaches, volunteers, players, parents/guardians, and any other participants engaged in, or present at, any Germantown Football League activity or function are expected through their individual and corporate conduct, to promote the missions and policies of the League, and abide by all of the behaviors traditionally associated with such ideals.

The GFL, as a legally recognized and properly formed corporate entity, takes a strong position against any conduct which its Board deems unbecoming of the ideals of teamwork, good sportsmanship, good citizenship, honorable character, as associated with the development of youth participants. To that end, upon any report to any member of the Board of Directors, League Commissioner, League Director, Coach, volunteer, or parent/guardian of a participant by an eye-witness of a personal misconduct demonstrated by any individual(s) participating in any GFL activity or function regarding any behavior which defies such ideals, will be subject to disciplinary action by the Board of Directors, in its sole discretion, including suspension, dismissal, or expulsion (whether temporary or permanent) from participation in the League in whatever capacity. All decisions of the Board of Directors shall be final and binding.

1. All Head Coaches participating in the GFL will be required to review this policy with their players, player's parents/guardians, all assistant coaches, and any person having contact or providing instruction to the team's players prior to any such individual participating in a team's practice. It is suggested that such review be held at the beginning of the team's first practice and upon any addition of such an individual intending to have contact with or provide instruction to any player.
2. Immediately upon witnessing or receiving an eye-witness report of improper conduct (**to include violation of Titles VI, Title IX and ADA**) of any of the aforementioned persons, the person taking the report shall contact the associated Coach(es) and/or the nearest League Commissioner, League Director or member of the Board of Directors.
3. The individual receiving the report will take immediate action to remedy the situation at hand (e.g. if there is improper conduct on the field or in the game that must be immediately addressed). Coaches and Directors have the right to require an individual to leave the premises if deemed necessary to gain immediate control of the situation. If the issue of concern involves a member of the Board of Directors, League Commissioner, League Director or Coach, the party should notify another one of the GFL's Board of Directors, League Commissioner or League Director immediately for follow-up.
4. Once there is assurance that the immediate situation is under control, a written report must be filed with the GFL Grievance Committee, within 3 days of the event. Reports should be completed on the GFL form labeled "Grievance Form". **The committee will consist of all Division Directors and the President of the GFL Board.**
5. Once in receipt of a written report, the GFL Grievance Committee will be required to take the following steps:
 - a. Personally interview the involved parties within one week of the report.
 - b. Upon reviewing the complaint and evidence, the Grievance Committee will determine the proper action to be taken.
 - c. Within the same week following the report, the GFL Grievance Committee must conduct a meeting with the Board of Directors. Such meeting shall be called and convened in accordance with the Germantown Football League By-laws.
 - d. For cases not involving termination/expulsion, the Grievance Committee will review the case with the Board and explain their disciplinary actions.
 - e. Where termination/expulsion is considered, the Committee will present the case to the Board and recommend the discipline with complete explanation/justification.



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- f. The Board will discuss and vote on the action to be taken. The Board vote must achieve a majority of the 2/3 quorum of all Board of Directors currently holding Board positions at the time the incident occurred. All such Board meetings will be closed to the public unless the Board agrees otherwise.
- g. If the Board is unable to achieve a majority vote, the Board will default to the action that is recommended by the Grievance Committee and this will be regarded as the Board's final decision and will be binding.
- h. For warnings or game suspensions, the Board will determine how the party involved will be notified and follow-up will occur within 24 hours of the Board's decision. For termination or expulsion, the member must be given written notice of the termination along with an effective termination date and the specific reasons for the termination. The member will have an opportunity to be heard by the Board, orally or in writing, not less than 5 days before the effective date of termination.

At no time should this policy or procedure and/or any associated decision of any kind be understood to conflict with the GFL's Bylaws, which are the foundation of the organization.

Failure of any member of the Board of Directors, League Commissioner, or League Director, to act on this procedure in a timely manner may result in immediate dismissal from their position within the association. Possible temporary suspension or permanent expulsion from the GFL, at the sole discretion of the Board of Directors, may be warranted.

Germantown Football League wants to be timely informed about any misconduct of all of its members, and participants, including but not limited to coaches, volunteers, parents/guardians, players, League Directors, League Commissioner, and members of its Board of Directors. If you are witness to an incident and do not want to file a grievance but still want to make the Board aware of the event, please call a member of the Board of Directors, League Commissioner, or League Directors so that a verbal report can be made.

GRIEVANCE ACKNOWLEDGMENT

By affixing my signature below, I hereby certify that I have read the Germantown Football League Grievance Policy and Procedures, and agree to abide by the policy as set forth in the mission - to promote the ideals of teamwork, good sportsmanship, good citizenship, and honorable character.

Parent / Guardian / Member Printed Name

Parent / Guardian / Member Signature

Date