

GETTING STARTED

The first step in any successful program's implementation at the school level is to have the approval and support of your administration from the very start.

What administrative approval will you need to implement S.A.V.E. at your school?

How will you present the information you have received on S.A.V.E. to your administration?

Once approval has been obtained, a core planning group needs to be formed to aid you in establishing the program. Members of this core planning group should include: administration, key staff including those interested in being advisors, possibly parents, and most importantly students.

Name 3-5 people you think may be interested in establishing S.A.V.E. and may be part of your core planning group.

1.

4.

2.

5.

3.

How do you plan to implement S.A.V.E. into your school? (answer beside the one that is applicable)

Will you establish your chapter as a club at your school?

Will S.A.V.E. be integrated school-wide in every classroom?

Will S.A.V.E. be integrated at a specific grade level? If so, which?

Will S.A.V.E. be a part of the curriculum in a specific class? If so, which class and what grade level?

How and when will your club or chapter meet? (If not a club/chapter skip to next question)

What class topics or subjects will you integrate the S.A.V.E. curriculum? (i.e. health, social studies, etc.)

What community resources are available to your S.A.V.E. program and/or school that might be interested in assisting with your efforts or that you could use as an educational resource? (police officers, businesses, etc.)

What are some initial thoughts you have about:

- 1) Recruiting people to take active roles in your core planning group.

- 2) Informing the entire school of the S.A.V.E. program. (Marketing campaign, informational or promotional strategy)

Suggestions for Consideration to be Addressed By Your S.A.V.E. Program Core Planning Group

What type of kick-off activity can your chapter/school legitimately provide for your S.A.V.E. program. When, where, and what content/activities will be held? What resources will you need for the event?

Membership requirements. How will your chapter handle requirements for membership? Will there be guidelines or requirements to be considered an "active" member? Will you establish limitations on in-active members?

How will you elect or appoint your first slate of officers? How and when will elections be held for these offices in years to follow?

How often will your chapter meet?

When will your chapter meet?

Where will your chapter meet?

Will your chapter establish a point system for member efforts?

What service projects do you wish to undertake? How many projects will you plan to work on? When will you complete the project work?

How, when, and where will you hold fund-raising activities; or how will you establish your operating budget?

Formulate goals and objectives for your specific chapter. (Ex: "Our chapters goal is to reduce fights at our school. Our objective for accomplishing this goal is to work with our administration to provide a reward to the grade level(s) that go 100 days fight-free.")

How will you evaluate successes with your S.A.V.E. program? (Ex: In the 2002-2003 school year, physical fights or altercations where reduced by 40%.)

How will you provide recognition to individuals, chapter successes, or community support within your S.A.V.E. program? How will you share this success? (i.e. newspaper articles, photos, information sent to the National Association of S.A.V.E. for newsletter articles.)

Identify obstacles to your program's success and plan ideas for overcoming these obstacles for greater success.

How do you plan to keep the program from declining in growth or involvement? How do you plan to keep members motivated, enthused, and interested in the chapter's growth?

Establish a monthly time-line of the work to accomplish in the first year of implementation. Follow-up each year with a similar time-line to accomplish chapter success gradually.