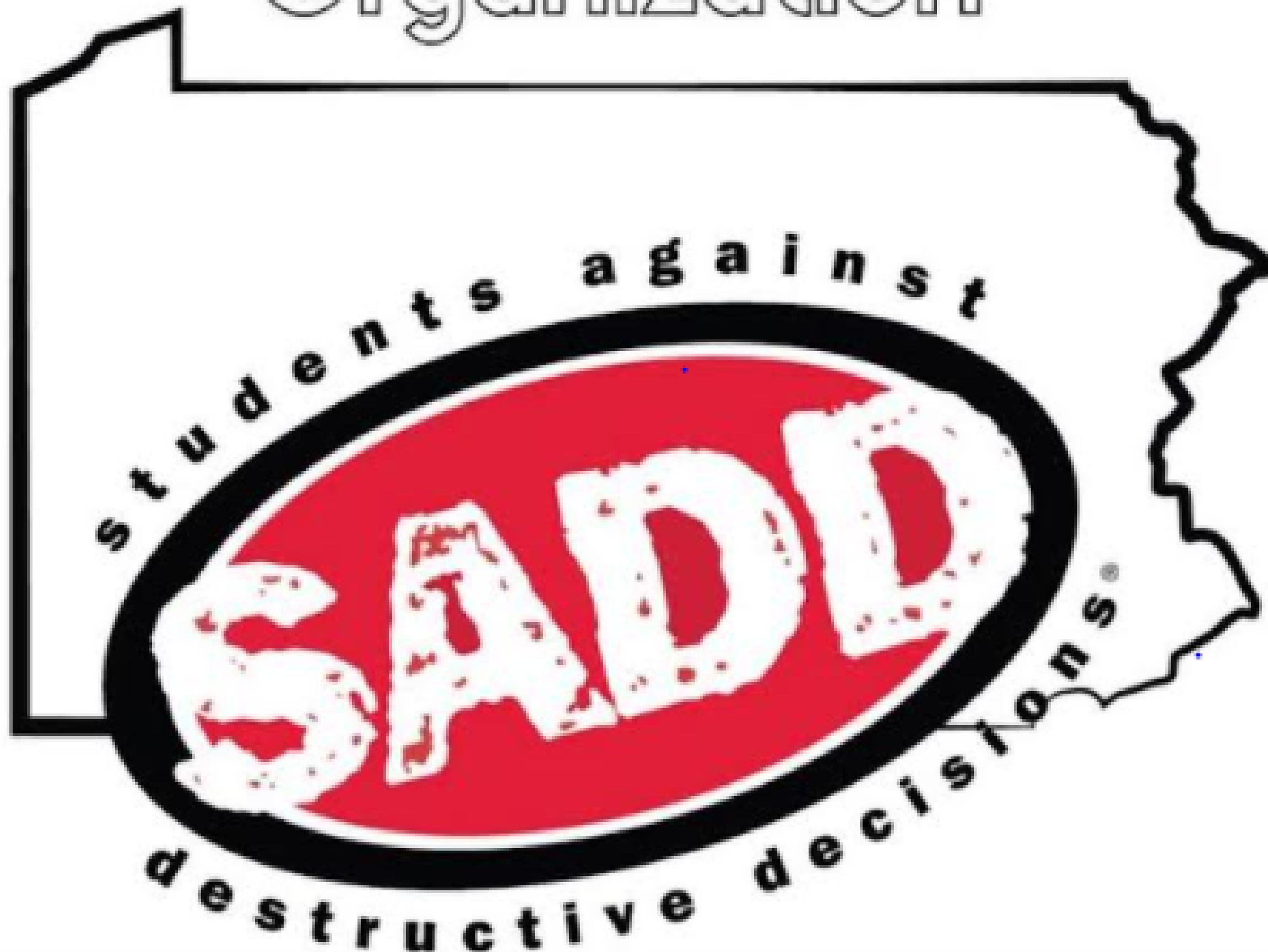


Pennsylvania's Premier
Youth Health & Safety
Organization



**Pennsylvania Guide for Chapters
2021-2022**

Prepared by the
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SADD Mission Statement

SADD's mission is to empower young people to successfully confront the risks and pressures that challenge them throughout their daily lives.

Our mission is accomplished by creating, equipping, and sustaining a network of student-run chapters in schools and communities focused on peer-to-peer education.

SADD fosters a sense of belonging and promotes resiliency, leadership, and advocacy skills so that young people make positive life decisions that will carry them throughout life.

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**The Nation's Premier Youth
Health & Safety Organization**

CONTRACT FOR LIFE

A Foundation for Trust and Caring

This contract is designed to facilitate communication between young people and their parents about potentially destructive decisions related to alcohol, drugs, peer pressure and behavior. The issues facing young people today are often too difficult to address alone. SADD believes that effective parent-child communication is critically important in helping young adults to make healthy decisions.

Young Person/Teen

I recognize that there are many potentially destructive decisions I face every day and commit to you that I will do everything in my power to avoid making decisions that will jeopardize my health, my safety and overall well-being, or your trust in me. I understand the dangers associated with the use of alcohol and drugs, and the destructive behaviors often associated with impairment.

By signing below, I pledge my best effort to remain alcohol and drug free, I agree that I will never drive under the influence of either, or accept a ride from someone who is impaired, and I will always wear a seatbelt.

Finally, I agree to call you if I am ever in a situation that threatens my safety and to communicate regularly about issues of importance to us both.

Young Person/Teen

Parent or Caring Adult

I am committed to you and to your health and safety. By signing below, I pledge to do everything in my power to understand and communicate with you about the many difficult and potentially destructive decisions you face.

Further, I agree to provide for you safe, sober transportation home if you are ever in a situation that threatens your safety and to defer discussion about that situation until a time when we can both discuss the issues in a calm and caring manner.

I also pledge to you that I will not drive under the influence of alcohol or drugs, I will always seek safe, sober transportation home, and I will always remember to wear a seat belt.

Parent/Caring Adult

Activities Information

Expected Activity:

Every chapter is different! Your chapter does not have to complete every activity. Set realistic goals based on your chapter's size and experience - whether that's one activity a semester or multiple a month!

Social Media :

We'd love to see what you create! Post your chapter's projects on social media. Don't forget to tag us!

SADD National:

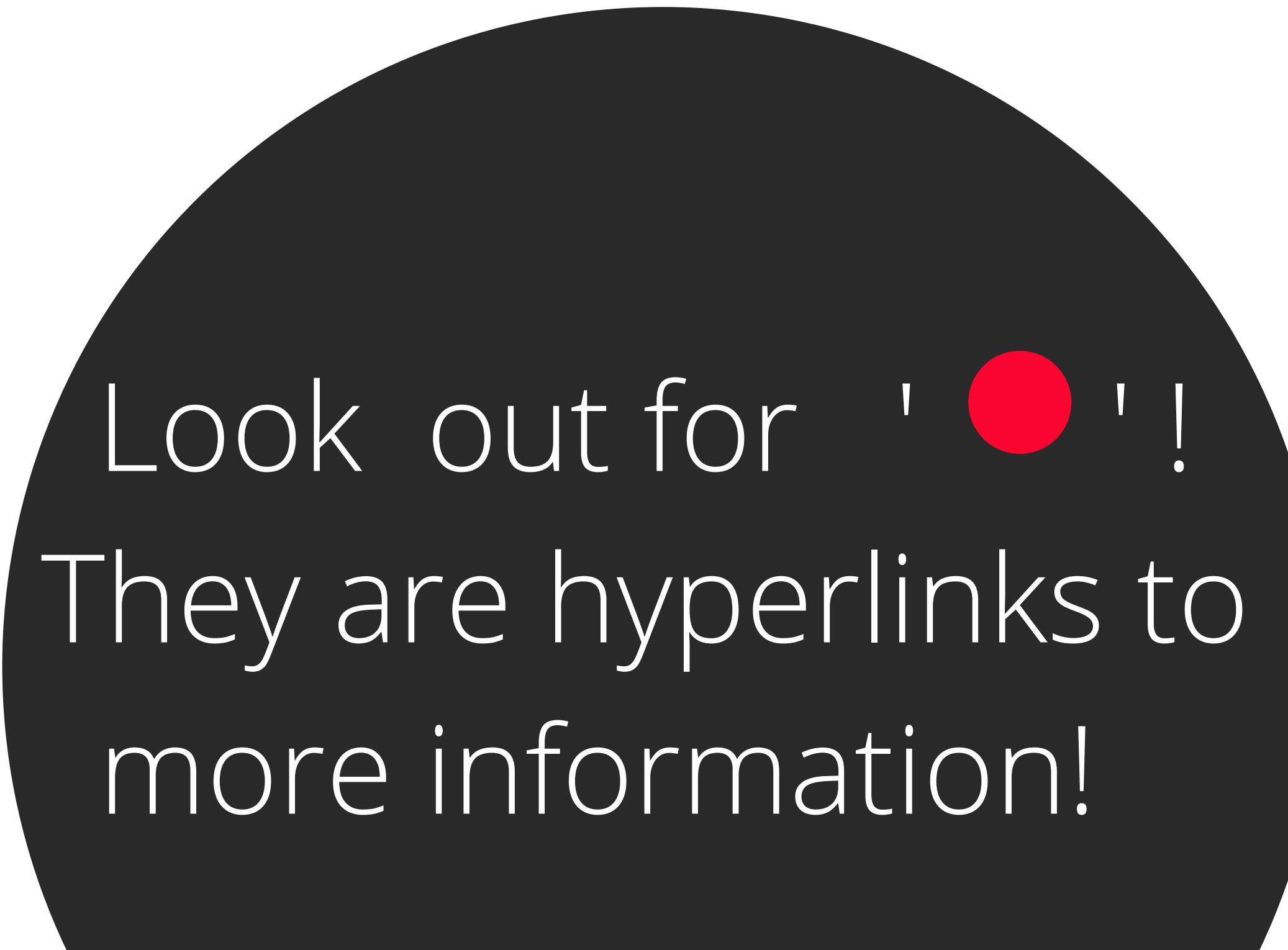
PA SADD:



Activities Information

Personal Activities:

This calendar serves to guide your chapter through a successful year of positive influence. If there is an activity you would like to include in your chapter's schedule, we encourage you to pursue it!



Look out for '●'!
They are hyperlinks to
more information!

Calendar of Activities

September

National Suicide Prevention Month,
National Recovery Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4 SADD Virtual Race
5	6 Labor Day- End of "100 Deadliest Days"	7	8	9	10 World Suicide Prevention Day	11
National Suicide Prevention Week						
12	13	14	15	16	17	18
19	20	21	22	23	24	25
Start with Hello Week						
26	27	28	29	30		

Recommended Activities

Virtual

-For the National Suicide Prevention Month:
#pasaddpositivity: This activity requires members to post an inspirational, kind, or other positive message on any of their social media platforms with the following hashtag: #pasaddpositivity

In-Person

- "Start With Hello": This activity includes members of your chapter handing out post-it notes with kind and welcoming words on them in order to create a more positive, friendly, and inviting environment in your school.

Calendar of Activities

October

National Teen Driver Safety Week

Bullying Prevention Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 National Walk to School Month	7	8	9
10 World Mental Health Day	11 National Coming Out Day	12	13	14	15	16
17 Rock the Belt	18	19	20	21	22	23 National Prescription Drug Take-Back Day
National Teen Driver Safety Week						
24	25	26	27	28	29	30
Red Ribbon Week						
31						

Recommended Activities

Virtual

- "Rock The Belt": For this activity, simply post a picture of yourself wearing your seatbelt in your vehicle on any of your social media platforms. Please include the following hashtag: #rockthebeltsadd

In-Person

-Red Ribbon Week: This activity consists of chapter members setting up tables outside of the cafeteria and having students come up to it and sign contracts stating that they promise to remain drug-free. This part is optional, but all signatories can be handed a red ribbon pin to wear all week to show commitment to making good life choices.

Calendar of Activities

November

Wipe Out Smoking Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 PA SADD Conference	2	3	4	5	6
Drowsy Driving Prevention Week						
7	8	9	10	11	12	13 World Kindness Day
14	15	16	17 Great American Smokeout	18	19	20
21	22	23	24	25	26 Random Acts of Kindness Friday	27
28	29	30				

Recommended Activities

Virtual

-Drowsy Driving Prevention: This activity requires you to post a picture of you in your pajamas in your vehicle. Comment a fact or statistic about drowsy driving and its dangers.

In-Person

-Random Acts of Kindness Friday: This activity requires your chapter members to write general compliments on post-it notes and stick them to other students' lockers all over your school.

Calendar of Activities

December

National Impaired Driving Prevention Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5 International Volunteer Day	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Recommended Activities

Virtual

-SADD Holiday Card: This activity requires SADD members to find a local nursing home and send them holiday cards expressing their holiday cheer. Another option would be to send holiday cards home to families reminding them not to provide alcohol to minors.

In-Person

-International Volunteer Day: This activity requires members to look for a place that is in need of volunteers and commit time to help. Examples: soup kitchen, blood drive, setting up holiday displays, etc.

Calendar of Activities

January

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9 Law Enforcement Appreciation Day	10	11	12	13	14	15
16	17 Martin Luther King, Jr., Day of Service	18	19	20	21	22
No Name Calling Week ●						
23	24	25	26	27	28	29
30	31					

Recommended Activities

Virtual

-Law Enforcement Appreciation Day: Send letters to your local police station expressing your gratitude for their service OR make a respectful post online thanking them for their service. Please include the following hashtag: #pasaddappreciation

In-Person

-No Name-Calling Week: This activity requires SADD members to host an LGBTQ+ positive creative drawing/ writing project challenge. Display your chapter's favorites in the school hallways to show off their talent.

Calendar of Activities

February

Teen Dating Violence Awareness & Prevention Month, Black History Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11 National Make a Friend Day	12
13	14	15	16	17 Random Acts of Kindness Day	18	19
Random Acts of Kindness Week ●						
20	21	22	23	24	25	26
National Eating Disorder Awareness Week ●						
27	28					

Recommended Activities

Virtual

-National Eating Disorder Awareness Week: This activity requires members to post a picture with their snacks or meals and comment a fact or statistic about eating disorders. Include the following tag: #pasaddawareness

In-Person

-National Make a Friend Day: This activity requires chapter members to create a list of peers they must find in order to win the challenge. This list may include peers who have a twin, are currently in a sport, are members of SADD, or any other appropriate characteristic that students might not have known about each other.

Calendar of Activities

March

National Drug & Alcohol Facts Week, National Inhalants Week,
International Transgender Day of Visibility, End Vaping Vlog Contest to
Open

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22 National Drug and Alcohol Facts Week	23	24	25	26
National Inhalants & Poison Awareness Week						
27	28	29	30	31 International Transgender Day of Visibility		



Recommended Activities

Virtual

National Drug and Alcohol Facts Week® (NDAFW), an annual health observance week, connects teens with resources to SHATTER THE MYTHS® about drugs and alcohol. The next National Drug & Alcohol Facts Week® will be held March 21-27, 2022.

In-Person

Take the Kahoot! quiz with an online class or encourage students to play individually. Link to Kahoot.

Calendar of Activities

April

National Distracted Driving Awareness Month, Alcohol Awareness Month

Recommended Activities

Virtual

- This activity requires your chapter and its members to create a video about the consequences of underage drinking as well as drinking in general both in terms of physical health and mental health. After the video is made, try and send it to the administration of your school to see if they can make it available for all the students in your school (not just those in the SADD chapter).

In-Person

- National Youth Violence Prevention Week: This activity requires your chapter to create and hang posters around your school containing information and infographics about youth violence prevention.

Calendar of Activities

May

National Youth Traffic Safety Month,
National Bicycle Safety Month,
Mental Health Awareness Month,
Asian & Pacific Islander Heritage Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7 PA SADD Prom Day
8	9	10	11	12	13	14
15	16	17 Click it or Ticket Mobilization Begins	18	19	20	21 Memorial Day - Start of "100 Deadliest Days"
22	23	24	25	26	27	28
29	30	31				

Recommended Activities

Virtual

Mental Health Awareness Month: This activity consists -of SADD members researching information about one specific detail related to mental health and awareness and then creating and infographic to post on their social media accounts online. Please use the following hashtag: #saddmentalhealthawareness

In-Person

- This activity consists of SADD members creating aesthetically pleasing posters to put up around their school that lists facts about different heritages around the world. for example, a map can be drawn and a fact about the country of heritage can be added at the bottom of the poster. This will promote education as well as acceptance for other cultures through exposure.

Calendar of Activities

June

Pride Month, National Safety Month

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 NIAAA Video Challenge Opens	2	3	4
5	6 Click It or Ticket Mobilizatio n Concludes	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30 NIAAA Video Challenge Deadline		

Recommended Activities

Virtual

-Participate in the NIAAA Video Contest- there is a cash prize!

In-Person

-Pride Month: Wear pride-inspired clothing. Such as a rainbow colored shirt or anything with the pride flag on it.

Contests

NIAAA Video Challenge- Deadline: June 30, 2022: SADD partners with the National Institute on Alcohol Abuse and Alcoholism (NIAAA) to bring members of SADD the challenge of creating a video that is designed to counter misconceptions about alcohol abuse and misuse. Students must create a video that meets all criteria to be eligible for the judging and money prize! For the criteria and/or more information, visit

<https://sadd.org/NIAAAVideoChallenge>

Leadership Opportunities

Pennsylvania Student Leadership Council

Application Open Winter 2022 for the
2022-2023 school year.

**SADD National Student Leadership
Council**

check www.sadd.org for more
information.

TRU Ambassador Program

<https://truinpa.org/scholarships/>

President Volunteer Service Award

In 2003, the President's Council on Service and Civic Participation founded the PVSA to recognize the important role of volunteers in America's strength and national identity and honors individuals whose service positively impacts communities in every corner of the nation and inspires those around them to take action, too. The PVSA has continued under each administration, honoring the volunteers who are using their time and talents to solve some of the toughest challenges facing our nation. This prestigious award is given to incredible leaders who go above and beyond to make the world a better place through volunteerism. This award is great way of getting recognition for the service one provides for thier community. To be eligible for this prestigious award you must meet the followign requirements:

- Recipient(s) must be a United States citizen or a lawfully admitted permanent resident of the United States.
- Awards are issued for service hours served within a 12-month time period or over the course of a lifetime.
- Awards are issued for volunteer service only; additional levels of participation with the organization (i.e., charitable support) are not a factor considered for the award.
- Court-ordered community service does not qualify for the award.
- Awards are only issued by approved Certifying Organizations.
- Service must be with an approved Certifying Organization that is legally established in the United States, the Commonwealth of Puerto Rico or one of the U.S. territories.

For more information, use the following link: <https://pa.sadd.org/PVSA>

SAMPLE PA SADD CHAPTER BYLAWS

Chapters must follow proper procedures within their school district.

Article I: NAME

The name of this organization is Pennsylvania Students Against Destructive Decisions (PA SADD).

Article II: MISSION STATEMENT

SADD envisions a world in which young people make positive decisions that advance their health and safety. SADD's mission is to empower young people to successfully confront the risks and pressures that challenge them throughout their daily lives. SADD's mission is accomplished by creating, equipping, and sustaining a network of student-run chapters in schools and communities focused on peer-to-peer education. SADD fosters a sense of belonging and promotes resiliency, leadership, and advocacy skills so that young people make positive life decisions that will carry them throughout life.



Article III: VALUES

SADD is an inclusive organization, welcoming all youth who seek support for healthy and safe development.

SADD is a respectful organization that invites active youth participation and expects youth leadership.

Youth voices will be sought out, respected, strengthened, shared, and affirmed. SADD will endorse this approach at all levels of the organization (local, state, and national) and will encourage others to also incorporate this approach.

We believe young people's health and safety is improved through positive peer-to-peer interactions, healthy relationships with family and caring adults, and collaboration and alliance with other entities that also support youth. We promote broad understanding of the risks facing youth and the importance of reinforcing protective factors.



We do this through scientifically supported programs and practices and by sharing youth voices and youth perspectives on issues and laws and policies that involve the education, culture, health, safety, and treatment of youth.

Article IV: GEOGRAPHIC AREA or AFFINITY

The proposed geographic area or affinity of the organization is confined to the Commonwealth of Pennsylvania's state borders.

Article V: MEMBERSHIP GUIDELINES

SECTION 1 – Eligibility.

Any student with connections to a school or community chapter shall be eligible for membership upon application.

Any student without connection to a school or community chapter shall be able to establish a chapter within their community in order to apply for membership.

SECTION 2 – Pledge

The following is the official pledge that must be signed and maintained by all current and prospective SADD Chapter members:

I pledge to be substance free during my duration as a member of PA SADD, and if I am found to be using substances, then I will forfeit my position as a member of my SADD Chapter.

Chapter Officers/Advisor(s) are required to keep a record of all member's signatures for potential future reference and accountability.

SECTION 3 – Participation

It is required of all SADD members, to remain in good standing with their chapter, to attend and participate in at least 50% of all meetings, activities, and events of their chapter.

If this threshold of involvement is not met and maintained by an individual, it may be grounds for the reevaluation of their membership by the chapter's officers/advisor(s).



SECTION 4 – Contract for Life

The Contract for Life (located within the PA SADD Chapter Booklet) is used to engage parents and their children in conversations about difficult decisions that are influenced by drugs, alcohol, and/or peer pressure. A potential long lasting effect of this conversation is the making of healthier and more safe life decisions.

The Contract for Life must be provided upon admission into a chapter by the officers/advisor(s) to the joining member. It is highly advisable that it should be signed by both student and parent, but of course this is not required in case of complications. Chapter Officers/Advisor(s) must maintain a record of these signed/completed contracts for future reference and accountability.





SECTION 5 – Dues

Membership in good standing requires being a dues-paid member or a dues-exempted (to SADD National) member. In the specific case of the 2021-22 school year, all current and prospective members are dues-exempt. This exemption is subject to change in all succeeding years.

SECTION 6 – Expectations

Members of a SADD chapter are individuals who want to improve their community and are dedicated to public service. This means arriving on time, being diligent in one's work inside and outside of their chapter, and being respectful of everyone.

Article VI: DUES

For the 2021-22 school year, members are dues-exempt (to SADD National) due to the ongoing pandemic and virtual situation of many schools/communities. However, this exemption is subject to change in all succeeding years.



Article VII: OFFICERS OF THE CHAPTER

SECTION 1 – Officers

The officers of the chapter shall include but not be limited to: President, Vice President, Secretary, Treasurer, and Public Outreach Chair.

SECTION 2 – Duties

The duties of the officers shall be those duties and powers usually incident to their respective offices.

President: they are to oversee and lead all Leadership Board meetings as well as all chapter meetings. They are to be the main point of contact between the chapter and the school's/community administration. They are also to be heavily involved in the chapter's curriculum planning as well as the execution of said planning.

Vice President: they are to assist the President in their duties and are to step up in any situation where the President is not available, and lead responsibly and fairly in their place.

Treasurer: Shall keep a record of SADD Chapter funds.

Secretary: they are to note the minutes at every meeting (general chapter meetings and Leadership Board meetings) and make them available for all participants to see after. They are to balance any books in case of fundraising and send thank you letters to any outside organizations they communicate with for fundraising or educational training/activities.

Public Outreach Chair: they are to be the main point of contact from the chapter with the wider community. They are to maintain and regularly update all social media platforms.

The duties outlined above are generally stated. They can and should be added upon by each chapter when the need arises.

Officers are expected to attend all Leadership Board meetings. If attendance is not possible, the officer must notify the President at least 24 hours in advance. If the President is unable to attend, the Vice President will take over in leading the meetings.



SECTION 3 – Qualifications

All officers must be members in good standing at the time of their election and at all times during their tenure.

The member nominated to serve as president of the chapter shall be selected from those members who have been active members for at least one year.

SECTION 4 – Term of Office

The term of office shall be no greater than one year. Elections shall be held in the spring of each year for the succeeding school year.

SECTION 5 – Election of Officers

Members of the chapter should elect and vote for qualified members to serve as officers. It shall be the responsibility of the members to find and vote for qualified candidates to hold the office they are nominated for.

The officers shall be elected during the spring preceding their tenure by a majority vote of all members present and voting.



The newly elected Officers' terms shall commence upon the conclusion of the chapter's last meeting of the year and may continue throughout the summer into the new school year.

SECTION 6 – Succession

The line of succession following the President is as follows: Vice President, Secretary/Treasurer, Public Outreach Chair.

Article VIII: ADVISORS

SECTION 1 – Qualifications

Potential SADD Advisors must be passionate about SADD's mission and values. They must be willing to support and guide student leaders without taking away their ability to lead. Advisors must be a staff member in the chapter's school/community. They must be an adult role model in their community who can only positively impact the members.

They are to have a direct line of communication with the school's/community's administration for when the need arises. They also should be available to empower students to spread the SADD mission and message throughout their school and wider community.

SECTION 2 – Duties

The duties of the advisor shall be to direct the operation, activities, and finances of the chapter by completing tasks including but certainly not limited to:

- a) Supporting and directing the President in communication with school/community administration.
- b) Dealing with finances that are collected through fundraising as well as collecting and submitting all membership dues for SADD.
- c) Ensuring that all officer duties are met and followed to the best of availability.



- d) Must be willing to file and keep a record of pledges and necessary documents, whether it may be a hard copy or an electronic version.
- e) Must attend all SADD meetings and chaperone all SADD activities and trips throughout the school year.

Article IX: NECESSARY AND PROPER CLAUSE

The Necessary and Proper Clause (also known as the Elastic Clause) is included with the intent to guide chapters in determining whether or not the activities/events they create, plan, and/or participate in are considered SADD activities/events.

When determining whether or not an activity/event shall be affiliated with a SADD Chapter, simply make sure that it aligns itself and adds to SADD's official mission statement which is outlined earlier in these by-laws (see Article II).





Article X: AMENDMENTS

The by-laws may be adopted, repealed or amended, in whole or in part, at any time, by the affirmative vote of two-thirds (2/3) of the chapter's Leadership Board (Officer(s)/Advisor(s)) after the announcement of such amendment is made at the previous Leadership Board meeting.

Resolution Template for Chapters

NOW, the _____(insert chapter name)_____ of Pennsylvania SADD hereby endorses, adopts and agrees to be fully bound by, and accepts the benefits of, the PA SADD Chapter Booklet.

Adopted this _____ day of _____, _____

Pennsylvania Students Against Destructive Decisions
President Signature: _____



Activities Log

Activities Log

Promoting a Positive Image

SADD chapters often struggle to increase membership because students believe that the club will prohibit them from having fun. Nothing could be further from the truth! SADD members strive to make the middle and high school years more fun, enjoyable and, above all else, safe.

- Think positive! Remember that if you take the time to build a fun, positive image, you won't have to fight a negative one.
- Always think about your image and how the behavior of each member affects the group.
 - Promote your chapter's "No Use" policy, keeping in mind that while SADD does not condone the use of alcohol and other drugs, we are an inclusive club and do not exclude those who do use these substances.

Promoting a Positive Image

cont.

- SADD chapters have a strong concern about many of the behaviors that are often associated with abusive drinking: violence, poor grades, sexual assault, and low self-esteem. Spell these out to the community so that if your motives are questioned, you can show what you are doing to avoid these behaviors.
 - Define your mission in terms of overall health issues. Promote healthy lifestyles, positive choices, and the safety of the entire community.
 - Define one of your goals to make school more fun! Some ideas would be to co-sponsor existing events, such as school dances or a carnival. The more experience your chapter gets in planning events, the more elaborate you can make them.

Promoting a Positive Image

cont.

- Use the term “responsible decision-making.” Remind students that by making safer decisions, they will be happier and healthier.
- Emphasize that your members struggle with the same issues and choices as everybody else.
 - Try to avoid using “can’t” and “don’t” when promoting your message.
 - Invite members of other school clubs to attend your meetings.
 - Foster opportunities for your groups to work together.
- Use sidewalk chalk to spread your message around the school.
- Avoid scare tactics in your programming. Crashed cars and tombstones have their place in programming but should only be part of your efforts!

Tips for Recruiting New Members

It is important to remember that everything your chapter does contributes toward its overall image. Students will decide to join your SADD chapter based on what they see and hear about your group. Recruiting is a continuous process. Always be prepared to discuss how students can join your chapter.

- Personal contact is more effective than distributing flyers. Nothing can replace the simple act of getting to know people and asking them to join your group.
- Make a brief introduction of your organization at other club meetings. Some of the best leaders in your school are probably involved in other clubs, so go shopping for members.
- Co-sponsor events to gain publicity for your SADD chapter.

Tips for Recruiting New Members cont.

- Don't expect individuals to find the motivation to come to a meeting in a room full of peers they don't know. Offer to meet new members at a central location and walk with them to the meeting. Be sure to introduce everyone to each other before the meeting begins.
- Free food is always an incentive for prospective members. Having snacks at meetings will encourage people to return (especially if your meetings are after school). Ask each member to provide snacks once or twice a year. Decide on a theme for each meeting and request snacks that match the theme.
- Recruit fellow students based on the issues that interest them. Ask them to work on a specific campaign or project that suits their interests and talents.

Tips for Recruiting New Members cont.

- Pair up returning and new members to complete tasks and serve on committees. Don't allow all returning members to work together; the success of your program rests on their ability to spread their knowledge and know how. Your chapter's success also relies upon the incorporation of fresh ideas and perspectives that can only be offered by new members.
- Make your own recruitment video, perform skits, or make announcements to the entire student body. Remember to make your chapter fun!
- Ask a local pizza merchant to stick SADD flyers on delivery boxes. They will reach a huge number of middle and high school students and their parents.

Tips on Keeping New Members Motivated

It is important to continually motivate your members. Be creative and let them know they are appreciated.

- Send members to conferences and trainings as often as possible. Students will welcome the break from school and also have an opportunity to network with students from other schools and learn new ideas.
- Establish a point system for members. Award points for attending meetings, working on campaigns, etc. Give the highest point winners a small prize on a monthly or weekly basis.
- Always recognize and applaud achievements. Make certificates for the individuals or hang their pictures on a bulletin board along with a description of what they did.
 - Acknowledge members' birthdays.

Tips on Keeping New Members Motivated cont.

- Choose a member of the month. Highlight the person's contributions on a special bulletin board. Ask local businesses for small donations (such as free pizza or a car wash coupon) for your member of the month.
- Have a special seniors appreciation day in which your chapter recognizes the work of committed twelfth graders.
- Nominate your chapter for statewide or national awards. SADD National offers scholarships and contests with cash prizes for Chapter of the Year, Advisor of the Year, and Activity of the Year. Learn more at

<https://www.sadd.org/contests>

Tips for Recognizing Members

It is important for all of your members to feel appreciated. If you value your members, let them know!

- Reward members for doing a good job on programs or activities with certificates to restaurants, movies, or concerts.
- Hold a members' banquet each semester. Present funny awards "Member of the Semester" award.
- Offer specific thanks to a few members at each meeting. Be sure to alternate who receives this praise.
- Make sure that your chapter's photo appears in the school newspaper and the school yearbook.

Tips on Making Meetings More Enjoyable

Finding a way to make your meetings exciting is critical to retaining the members you have and keeping them interested. The energy you create will flow over into your programs and affect members' enthusiasm.

- Start each meeting with a fun icebreaker.
- Introduce new members at the beginning of each meeting. If they are attending the meeting because a friend recruited them, be sure to recognize the recruiter as well.
- Always provide members with an agenda so they can follow along.
- Hold meetings outside when the weather is nice.
- Take a break in the middle of each meeting to play a silly game, like musical chairs or Twister.
- Have a surprise party instead of a meeting; people will be sorry they missed it and will be more likely to attend future meetings to be a part of any surprise.

Tips on Making Meetings More Enjoyable cont.

- Give prizes to members who attend ten meetings in a row.
 - Ask members to tell jokes every 15 minutes.
 - Allow the last 5-10 minutes of each meeting for members to socialize.
 - Pass out fortune cookies at meetings and ask everyone to share their fortune.

Tips for Gaining Faculty Support

- Host a SADD chapter/faculty social after school. Provide a chance for faculty and staff to meet SADD members in an informal setting.
- Send a letter to all faculty and staff explaining the goals of SADD. Invite them to attend your meetings and send birthday or holiday cards to them.

Tips for Gaining Community Support

- Publicize your events and activities in local and/or neighborhood newsletters, or at the supermarket.
- Work with feeder schools to increase membership.
 - Have a representative from the middle school attend your meetings.
 - Get your members to take part in a regular community service project. Mentoring middle school or elementary school students is a great way to start!
 - Send information about SADD to local pediatricians, DMV, Insurance, Driving Schools, Auto Dealers and give to parents.

Fundraising

Organizing a fundraiser does not need to be a daunting task! Here are a few simple tips to get you started.

- Decide what kind of fundraiser you will host (see suggestions below).
- Determine a date, time, and place for the event (and rain date if necessary).
- Be sure to select a date that will not conflict with any other school events or with anything major going on in your city or town. If applicable, consider coordinating your event with one of these events.
- Schedule your event at a time when you are likely to get the most volunteers and attendees.
- Delegate responsibilities among the following:
 - o Chairperson to oversee the organization of the event
 - o Publicity Committee to promote the event within the school and to the general public

Fundraising cont.

- Supply Committee to procure necessary supplies or goods (baked goods, candy for sale, etc.) for your event
- Volunteer coordinator and scheduler to ensure that the time and talents of everyone working the event are maximized
- Setup Committee to prepare for the event
- Cleanup Committee to clean up the location and return anything borrowed
- Donation Committee to solicit local merchants and businesses for prizes, supplies, or money
- Hold regular meetings to monitor the progress of the committees.
- Promote your event in the school and to the general public.
- Write thank-you notes to volunteers and donors.
- Collect pledges if necessary

Contests

These events should be scheduled during the regular school day. Contests can take place during lunch or recess or after school.

- Student vs. faculty sports contests
- Faculty baby picture or legs identification contest

Special Events

Depending on the kind of event you are planning, you may want to consider scheduling it on a weekend, when more people will be available to participate and to help or after school if you are targeting just students and teachers. Schedule enough time for printing any necessary materials; printers frequently need as much as a month to print t-shirts or stickers. Be sure that no other groups at your school are planning a sale at the same time so that you will get the maximum number of customers! Remember, you will need to be a registered chapter with the National Office to reprint the SADD logo.

Fundraising and Contest Ideas

- Dance-a-thon • Battle of the Bands • 5K or 10K Walk/Run • Schoolwide yard sale • Potluck dinner • Pizza lunch • Barbeque • After school or weekend Coffee House • Pancake breakfast (cooked by your principal and teachers?) • Raffles • Auctions • Talent show • Faculty talent show • Fashion show • Mural painting (Charge people a small fee to participate.) • Family bingo night • Day out of uniform or dress down day
 - Hat Day • Pajama Day
- T-shirts • Bumper stickers • Stuffed animals
 - Hats • Candles • Posters • Magazine subscriptions • Student discount cards sponsored by local merchants • Bleacher seats
- Spring or fall flower bulbs • Home first aid kits
- Video of your school's singing group or latest Theatrical productions

