

# SAFEGUARD ATONE VALIDATE EDUCATE

By-Laws and Constitutions

# SAVE



**CONSTITUTIONS and BY-LAWS for  
SAFEGUARD ATONE VALIDATE EDUCATE**



# *SAVE Bylaws and Constitution*

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## ARTICLE I

### NAME AND OBJECT

#### Section 1 - Name

The name of this organization shall officially be *SAFEGUARD ATONE VALIDATE EDUCATE*.

#### Section 2 – Purpose and Aim

The purpose and aims of *SAVE* shall be to decrease violence and improve the educational, social and health status of all people.

## ARTICLE II

### OFFICERS

The elective officers of *SAVE* shall be a President, a Vice-President, a Secretary, a Treasurer and additional officers as the organization may prescribe in accordance with the terms and conditions of Article IX (Amendments to Constitution).

#### Section 1 – President

The President shall have the responsibility of presiding over the overall day to day operations of *SAVE* and shall be the Chairman of all Committees.

Other duties of the President shall be:

- (a) To appoint Chairpersons and members of all committees.
- (b) Between meetings of the Board of Officers and the General Membership, to exercise general authority on behalf of the Organization, subject to ratification by the Board of Officers.
- (c) To countersign all requisitions prepared by the Secretary for disbursements from the Organization's Treasury.
- (d) To perform such other functions and exercise such further duties as may be voted from time to time by the General Membership or Board of Officers.
- (e) To serve as an ex-officio member of all committees except the Nominating Committee, and Election Supervisory Committee.

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## Section 2 – Vice President

The Vice President shall assist the President and shall have all other responsibilities as delegated by the President.

## Section 3 – Executive Director

The Executive Director shall give due notice of all meetings of the Committees; aid, coordinate and integrate the work of the several committees; submit reports of the activities of the Committees at all regular meetings or whenever required; and keep the President and Vice President informed of all events affecting the interests of SAVE.

Other duties of the Executive Director shall be:

- (a) To keep a record of all members and their dues.
- (b) To submit reports of the activities to the General Membership and the Board of Officers at all regular meetings or whenever required by either body; to submit to the Organization at its annual meeting an annual report covering activities.
- (c) To interview complainants; to act in the name of the organization on behalf of complainants with valid grievances; to investigate in the name of the Organization any reported, alleged or suspected violent incident in any phase of community life; to represent the Organization at meetings of other organizations approved by the Board of Officers; to lend Organizational support in active cooperation with such other organizations as may be approved by the board of Officers; to discharge such other duties as may arise in the execution of the office, or as may be assigned by the Board of Officers.

## Section 4 – Secretary

The Secretary shall have the exclusive responsibility of efficient record keeping duties of SAVE and such other responsibilities as deemed necessary as delegated by the President, Vice-President or Executive Director.

Other duties of the Secretary shall be:

- (a) To give notice of all meetings of the Organization and Board of Officers.
- (b) To give receipts for all membership fees received and to transmit such fees to the Branch Treasurer.
- (c) To aid, coordinate and integrate the work of the several committees.
- (d) To submit reports to the General Membership and the Board of Officers at all regular meetings, or whatever required by either body, covering the status of the Organization and its activities since the date of the last report.
- (e) To keep the President of SAVE informed of all events affecting the interest of the General Public – i.e. crime and violence.
- (f) In conjunction with the President, to sign requisitions for disbursements from the Organization's Treasury and to maintain a file of receipts and disbursements.

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## Section 5 – Treasurer

The Treasurer shall receive all monies of the Organization and promptly deposit the same in the name of the Organization in an account in a responsible bank or trust company. No money shall be withdrawn from the account except by a check signed by the Treasurer, and countersigned by the President, or in the absence, unavailability or disability of the President, by the Vice-President.

Other duties of the Treasurer shall be:

- (a) To act as chief financial officer of the organization.
- (b) Oversee the budget and keep track of expenditures.
- (c) To make authorized disbursements upon requisitions signed by the Secretary and countersigned by the President. Each requisition shall recite the amount and purpose of the payment requested. Any requisition in the amount of one hundred dollars or more must be approved by the President.
- (d) To submit written reports to the Organization and the board members at all regular meetings, or whenever required by either body.
- (e) The Organization may require the Treasurer to be bonded at the expense of the organization.

## ARTICLE II (A)

### MEMBERSHIP

#### Section 1 – Membership prerequisites

Any person who is in accordance with the principles and policies of the Organization may become a member of this Organization with consent of the Board of Officers, by accepting the terms of the Constitution of *Safeguard Atone Validate Educate* and by paying annually in advance the requisite membership fees as prescribed by the National Board of Officers.

#### Section 2 – Effective Date of Membership

The effective date of Membership is the date membership payment is received by the organization.



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## **Section 3 – Dues**

Regular Adult Membership \$20 (annually)

Youth Membership \$15.00 (annually)

Prison Membership \$10.00 (annually)

## **ARTICLE III**

### **COMMITTEES**

#### **Section 1 – Arts & Entertainment Committee**

The Arts & Entertainment Committee shall provide [anti-violence] recreational and social benefits to young people; host contest; host talent shows; and coordinate culturally diverse tournaments.

#### **Section 2 – Community Connections Committee**

The CCC shall enlist the support of the community organizations on issues affecting the interest of the youth; host Achievement & Recognition Events; and coordinate Youth Development Workshops.

#### **Section 3 – Education Committee**

The Education committee shall increase the number of High School and GED graduations; increase the number of College enrollment; coordinate a book club; and offer tutoring.

#### **Section 4 – Events Coordination Committee**

The ECC shall set up and regulate all official SAVE events.

#### **Section 5 – Health Committee**

The Health Committee shall raise awareness of AIDS/HIV/Hepatitis-C prevention; host Culturally Diverse Fitness and Wellness Events; fight obesity and other diseases; and promote better living habits.

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## Section 6 – Newsletter Committee

The Newsletter Committee shall provide informative knowledge and unbiased reporting about SAVE's activities and events.

## Section 7 – Religious Affairs Committee

The RAC shall promote inspirational programming designed to give moral and ethical support to the community at-large; create collaborative partnerships; host religious events; coordinate culturally diverse faith-based outreach programs; and coordinate Spiritual Development Workshops.

## Section 8 – Committee Composition

Each committee established under these rules shall select a Chairman, Vice-Chairman, and Secretary from its ranks. Committee membership shall not exceed (6) members. Any member can submit a written request to participate in a particular committee after declaring to actively participate in good faith and adhering to applicable rules.

## Section 9 – Duties and Procedures

The duties and procedures shall be:

- (a) Each committee shall consider all submitted proposals in a full, fair, and deliberate manner.
- (b) Each committee may adopt procedures and rules, consistent with these laws, for the operation of the committee and execution of its duties.
- (c) If a committee reaches a consensus on a matter at the conclusion of its functions, it shall issue a report and finding to be routed to the President.

## ARTICLE IV

### MEETINGS

#### Section 1 – Meetings, Dates and Times

Specific committees shall reserve the privilege to set meeting dates and times for its perspective members in an effort to fulfill its duties. All meetings shall be conducted in accordance with the "*Robert's Rule of Order*" and all other applicable standards that promote the democratic process.

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## Section 2 – Proposals

All proposals must be properly formatted with: Objective, Purpose, Date, Time, Place and Itinerary.

## ARTICLE V

### QUORUM

#### Section 1 – Meetings

The quorum of all committees shall not be less than (3) of the committee's total members.

## ARTICLE VI

### ORDER OF BUSINESS

#### Section 1 – Operation

Unless altered or suspended at any meeting by an officer, the following shall be the order of business at meetings:

- Ascertainment of numbers present
- Reading of minutes of previous meeting
- Reports of Officers
- Reports of Committees
- Nominations
- Unfinished Business
- New Business

**NOTE:** Rules of procedures as laid down in *Robert's Rules of Order* shall govern SAVE except as otherwise herein provided.

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## ARTICLE VII

### EXPULSION, SUSPENSION, OR REMOVAL OF OFFICERS and MEMBERS

**Section 1** – Grounds for suspension or other disciplinary action. When an individual becomes a member of SAVE, that individual pledges to abide by the rules and polices of SAVE and the decisions of the officers. The officers, upon satisfactory evidence that a member or officer is guilty of conduct not in accord with the principles, aims and purposes of SAVE, as set forth in its Constitution, or is guilty of conduct inimical to the best interests of SAVE, may order suspension, expulsion or other disciplinary action against such officer or member, after a *full* hearing in accord with the provisions of this Constitution. A member, who circumnavigates protocol without having pursued the chain of command, shall be deemed as exhibiting behavior not in accord with the principles, aims and purposes of SAVE, meriting suspension, expulsion, or other disciplinary action.

#### **Section 2** – Complaints

A complaint against an officer or member of SAVE may be forwarded to the Executive Director. The Executive Director will investigate the complaint within (10) calendar days of receipt of the complaint. The President shall file a written response within (15) calendar days from the receipt of the complaint.

#### **Section 3** – Hearing Procedure

The SAVE Hearing Officer (SHO) shall afford oral and/or written arguments to all members accused of exhibiting behavior not in accord with the principles, aims and purposes of SAVE.

#### **Section 4** – Appeals

Appeals shall be based only on the written record. The appellant may not present oral testimony; however, documentary evidence may be submitted.

#### **Section 5** – Notice of Findings and Action

Notice of findings and actions of the SHO shall be hand delivered to the officer or member.

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## ARTICLE VIII

### BY-LAWS

With the written approval of the President, a Committee may adopt or amend the By-Laws provided, that (1) notice in writing of the proposed by-law or amendment shall be given to all members at least seven days prior to the meeting at which the same is to be acted upon; and that (2) the proposed amendment shall be approved at two successive regular meetings of the committee.

#### Section 1 – Election of Officers

The officers' election shall be held during the tenth month of every odd numbered year.

#### Section 2 – Eligible Candidates

All persons who endorse the aims and purposes of *Safeguard Atone Validate Educate* who are members in good standing shall be eligible to run for office.

#### Section 3 – Term of Office

All officers shall be elected by secret ballot for a two year term ending December 31<sup>st</sup>. The term of each elected officer shall begin January 1<sup>st</sup> of each odd numbered year.

#### Section 4 – Election Meeting

No officer of the organization or any candidate for office shall occupy their chair at elections meetings. The names of the various candidates for the office shall be clearly announced or posted in a place visible to all present at the election meeting. Tellers to count the ballots shall be appointed in equal numbers by the candidates for office of President. No officer of the Organization or candidate for office shall serve as a teller.

#### Section 5 – Eligible Voters

The number of eligible voting members of the organization shall be established before the voting begins. Upon proof of qualification, all eligible voters shall receive and sign for one ballot each and there upon immediately proceed to vote secretly. The right to vote is personal and shall not be exercised by proxy. No absentee ballots may be cast.

#### Section 6 – Members in Good Standing

Members in good standing shall be eligible to run for office or vote in an Organizational election. For the purpose of running for office, a member in good standing is one whose name appears on the roll of the Organization as a bona fide member of the Organization at least one hundred and eighty (180) days prior to the date nominations are made. For

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the purpose of being elected to the Nominating Committee or the Election Supervisory Committee, signing a nominating petition or voting in Organizational elections, a member in good standing is one who has been a bona fide member of the Organization for at least thirty (30) days prior to the date the election is held or the nominating petition is filed. For all other purposes, a member in good standing is one who has paid the requisite minimum membership fee to the Organization.

## **Section 7 – Nominating Committee**

In even numbered years there shall be elected at the September membership meeting of the Organization a Nominating Committee composed of not less than five (5) nor more than (13) members of the organization in good standing, provided that not more than two (2) shall be officers of the organization.

The duties of the Nominating Committee shall be:

1. The Organization's Secretary shall call the organizing meeting of the Nominating Committee. The first meeting of the Nominating Committee shall be held no later than ten (10) days after its election.
2. The Nominating Committee shall submit a report in writing at the October General Membership Meeting of the Organization. This report shall consist of the names of those persons qualified to fill existing offices (one name for each office).
3. At said October Membership Meeting of the Organization, additional nominations may be made for all officers by written petitions signed by three (3) or more members in good standing as of the time of the meeting. No one shall be nominated by the Nominating Committee or by petition without having first obtained his/her written consent.

## **Section 8 – Election Supervisory Committee**

After all nominations have been made, the Organization at said October meeting shall elect an Election Supervisory Committee consisting of five (5) members in good standing. In addition, each candidate for the presidency is entitled to appoint a representative to the Election Supervisory Committee. However, in the event the total number of candidates for the presidency is more than four (4), the Organization must elect additional members to the Election Supervisory Committee so that the total number of elected members is one more than the appointed members of the Committee. No candidate may serve on the Election Supervisory Committee.

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The duties of the Election Supervisory Committee shall be:

1. Supervise the Organization's election.
2. Supervise the establishment of appropriate provisions and procedures for conducting the election in accordance with this Constitution, in order to protect the right of each member of the Organization to cast his/her ballot properly and have it counted.
3. Have printed one complete ballot containing in alphabetical order for each office, the names of all persons nominated for office.
4. Prepare the ballot in sufficient numbers for use at the election, and this ballot shall be the only ballot used at the election, unless the Organization decides to use voting machines in addition to, or in place of, the ballot.

## **ARTICLE IX**

### **AMENDMENTS TO THIS CONSTITUTION**

This Constitution may be amended only in the interests of SAVE.

# *SAVE Bylaws and Constitution*

## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **MISSION STATEMENT**

*We make children job-ready instead of jail-ready.*

### **FOUNDATIONAL BELIEFS**

*We believe –*

1. Children are priceless, worthy of being saved and have the capability to change.
2. Character education is the crux and is essential for eternal effectiveness.
3. Parenting is a responsibility, built on a foundation of character. Principled parenting promotes passionate positivism.
4. Engaged and involved parenting provides prevention.
5. Safeguarding, atoning, validating and educating are the essential elements of retooling the minds of the misguided.

### **VALUES**

1. **SAFEGUARD:** WE organize to end the genocidal level of violence within urban communities.
2. **ATONE:** WE strive to help misguided young people make amends to their communities and families.
3. **VALIDATE:** WE unite to reduce high-risk behavior associated with low self-esteem, peer-pressure and bullying.
4. **EDUCATE:** WE promote educational empowerment and positive growth and development.



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## **MISSION & VISION AT SAVE INSTITUTE**

### **VISION**

*SAVE Institute is a premier principle-centered institute educating children and adults to lead and serve.*

### **MISSION**

SAVE Institute prepares learners to become community assets, critical thinkers, effective communicators, and responsible leaders by providing academically challenging, principle-centered curriculum from the context of our human rights heritage.

The curriculum at SAVE Institute is designed to prepare students with the character and knowledge needed to be a difference maker in the world. Students are challenged to develop these tools and to expand their intellectual boundaries in order to become successful in their pursuits.

In addition, the curriculum fosters character development so that students realize within themselves the elements of compassion and accountability. A uniquely important element of the SAVE Institute mission statement is the defining attribute of its human rights heritage. The SAVE community defines its culture by the way its members reflect a commitment to social justice and creates the SAVE experience in a manner that reflects civil service to support students and graduates through successful life journey.

These normative principle-centered values are integral to the development, maturity, and education of ethical and morally respectable citizens who continue on the path of infinite learning. Each element or objective of the SAVE Institute mission statement is uniquely addressed in the SAVE curriculum and by the SAVE culture, which shapes a rich learning environment from which students graduate with principles and purpose.

When learners graduate from SAVE Institute, our expectations is that they will be community assets, critical thinkers, effective communicators, and responsible leaders.

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## **SAVE INSTITUTE EXPECTATIONS**

### **COMMUNITY ASSETS**

*The successful person has the habit of doing the things failures don't like to do.*  
– E.M. Gray

Community assets are those who learn with dedication, avoid selfishness and embrace the love thy neighbor philosophy.

### **CRITICAL THINKERS**

*We are what we repeatedly do. Excellence, then, is not an act, but a habit.*  
– Aristotle

Critical thinkers are those who work to master clarity and logic in thought by asking questions and pursuing knowledge to avoid misunderstanding and misguided acceptance of ideas, to reduce vulnerability, and to work to find solutions rather than dwell on problems.

### **EFFECTIVE COMMUNICATORS**

*That which matter most must never be at the mercy of things which matter least.*  
– Goethe

Effective communicators are those who work toward and develop excellence in proficient language use, understand how the written word impacts others intellectually and emotionally, and are challenged to employ new venues or modes of communication.

### **RESPONSIBLE LEADERS**

*Management is doing things right; leadership is doing the right things.*  
– Peter Drucker and Warren Bennis

Responsible leaders are those who are rooted in the reality of the world, accept the consequences of choice, and strive unselfishly to help others meet their highest potential through principled leadership.

# *SAVE Bylaws and Constitution*

## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **GOALS AND STRATEGIES**

*SAVE will pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*We shall –*

1. Assist violent individuals with eliminating destructive tendencies
  - Disseminate cognitive behavior therapy data
  - Develop a global Values Enhancement Program
  - Link violent perpetrators with behavior therapist
  - Establish collaborative partnerships with corresponding organized movements
  - Create intervention and prevention initiatives
  
2. Create opportunities for young people to overcome the traditional stigma associated with peer pressure
  - Clarify goals, roles and responsibilities for Values Enhancement Program implementation

#### **Values Enhancement Program Implementation**

- Expand *Save a Child Month* initiative and address core causes of violence
- Provide recreational, social and educational outfits

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## Supporting Goals and Strategies

3. Strengthen SAVE's financial base
  - Implement aggressive fund-raising plan for operating and program support
  - Increase contribution income
  - Explore alternative funding to increase revenue – i.e. government and corporate sources
  
4. Strengthen staff development
  - Implement staff training plan
  - Clarify committee roles and relationships between staff and committees
  - Review and update personnel policies and benefits program

## Program Funding

Funding will come from benefits, philanthropic enterprises, government grants and corporate sources. Revenue will come in (3) types:

1. **Earned revenues**: Money SAVE earns from fundraisers or fees from program services.
2. **Contributed actual revenues**: Income from grants and individual contributions.
3. **Contributed in-kind revenues**: Donated equipment, goods and services.

Costs will come in two types:

1. **Fixed costs**: Non-fluctuating costs SAVE has to pay to provide its services.
2. **Variable costs**: Fluctuating costs that change with SAVE's activity and service level.

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## **Funding Accountability**

It is important for SAVE to maintain good and accurate financial records. Here's how SAVE shall track its donations:

- Income amount by event or source and date received
- Copies of the checks SAVE receives
- A copy of the receipt SAVE gives each donor for cash contributions
- The specified purpose (if any) of SAVE's donor's gift
- All correspondence with SAVE's gift donors

## **In-Kind Donations**

Not all donations are monetary. SAVE will rely heavily on donated goods and services, such as venues for its events and programs and equipment. SAVE shall identify these in-kind donations, and shall keep track of them just as it does checks. (A new computer, for instance, would be noted on SAVE's books as a donation at the price of a new computer. A donated used computer would be recorded at its assessed fair-market value.)

## **Bookkeeping and Accounting**

SAVE shall use accrual accounting, where donations will be recorded when they are pledged, and expenses will be recorded when they are incurred. This system will allow SAVE to get a more accurate picture of how it is doing to meet its goals. Additionally, it allows SAVE to subtract time elements and see what money is due to come in and due to go out.

Here are a few ways SAVE will ensure that cash and checks do not get misplaced or misreported:

- All cash donations shall be recorded and acknowledged by receipts – one to the donor and the other shall be stored in a cash-receipt journal.
- All receipts shall be numbered and entered into SAVE's donor database next to the donor's name.
- Checks shall immediately be stamped FOR DEPOSIT ONLY to SAVE's account.
- Checks written by SAVE shall require two signatures.

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## **Non-Discrimination Toward Citizens**

1. SAVE members shall not discriminate against citizens and non-citizens on the basis of race, religion, national origin, sex, disability or political belief. This includes the making of administrative decisions and providing access to programs.
2. **Program Objective:** The expected result of this program is: Program shall be available to all citizens and non-citizens on an equal opportunity basis.
3. **Procedure:** Each Committee Chairman shall review and, as necessary, establish certain procedures to ensure that citizens and non-citizens are provided essential equality of opportunity in being considered for various program options.

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## **Pledge To Volunteers**

SAVE is committed to treating its volunteers with respect and dignity. Their happiness and satisfaction is important to the organization. To make their humanitarian work easier and more rewarding, SAVE shall work out duty descriptions for its volunteers. Our assignment description includes:

- ❖ Duration of duty
- ❖ Adeptness needed
- ❖ Protocol
- ❖ Grievance process
- ❖ Special Requirements

**SAVE shall afford all volunteers the opportunity to:**

- ❖ Give back to their community
- ❖ Help save the misguided
- ❖ Positively influence others
- ❖ Develop new skills and talents for their résumé
- ❖ Interact with people who share their interests and passions
- ❖ Help reduce crime and violence
- ❖ Improve the lives of young people
- ❖ Be a model of success
- ❖ Promote respect for others
- ❖ Improve attitudes
- ❖ Share their experiences
- ❖ Develop a new hobby
- ❖ Learn about social services
- ❖ Teach vocation skills
- ❖ Maintain their skills during a period of layoff
- ❖ Have fun doing things they love

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## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **ARTS & ENTERTAINMENT COMMITTEE MISSION STATEMENT**

*We train children to excel.*

## **DUTY**

*We shall –*

Help young people channel their energy and talents into positive pursuits. In accordance with the overall strategic direction of SAVE, the Arts & Entertainment Committee shall address crime and violence through outreach, responsive motivational and inspirational programming, and multiple delivery systems.

## **HIGH PRIORITIES**

- ❖ Provide recreational and social benefits
- ❖ Host Contest
- ❖ Host Talent Shows
- ❖ Coordinate culturally diverse tournaments



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## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **COMMUNITY CONNECTIONS COMMITTEE MISSION STATEMENT**

*We network to help young people succeed.*

## **DUTY**

*We shall –*

Identify and provide resources for young people and their families through collaborative partnerships. In accordance with the overall strategic direction of SAVE, the Community Connections Committee shall address crime and violence through outreach, responsive motivational and inspirational programming, and multiple delivery systems.

## **HIGH PRIORITIES**

- ❖ Create collaborative partnerships
- ❖ Host Achievement & Recognition Events
- ❖ Coordinate culturally diverse community outreach programs
- ❖ Coordinate Youth Development Workshops

# *SAVE Bylaws and Constitution*

## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **EDUCATION COMMITTEE MISSION STATEMENT**

*We educate young people for the future.*

## **DUTY**

*We shall –*

Promote lifelong learning globally by educating young minds in order to bring high quality educational opportunities to a diverse world. In accordance with the overall strategic direction of SAVE, the Education Committee shall address young people's learning needs through outreach, responsive educational programming, and multiple delivery systems.

## **HIGH PRIORITIES**

- ❖ Increase the number of High School and GED graduates
- ❖ Increase the number of College enrollment
- ❖ Oversee the SAVE Institute
- ❖ Offer tutoring classes

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## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **EVENTS COORDINATION COMMITTEE MISSION STATEMENT**

*We serve young people to make a difference.*

## **DUTY**

*We shall –*

Set up all SAVE sponsored events and activities. In accordance with the overall strategic direction of SAVE, the Events Coordination Committee shall aid and assist all Committees with the preparation and setting up of the following: seating arrangements, electrical equipment, distribution of refreshments and other arrangements deemed necessary by the Chairman-In-Charge of the event.

## **HIGH PRIORITIES**

- ❖ Provide order
- ❖ Maintain timeliness
- ❖ Oversee guest accommodations

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## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **HEALTH COMMITTEE MISSION STATEMENT**

*We help young people live healthy.*

## **DUTY**

*We shall –*

Promote healthier living and disease prevention in order to bring better health opportunities to a diverse world. In accordance with the overall strategic direction of SAVE, the Health Committee shall address health needs through outreach, responsive awareness programming, and multiple delivery systems.

### **HIGH PRIORITIES**

- ❖ Raise the awareness of AIDS/HIV/Hepatitis-C prevention
- ❖ Host Culturally Diverse Fitness and Wellness Events
- ❖ Fight obesity and other diseases
- ❖ Promote better eating and living habits

# *SAVE Bylaws and Constitution*

## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **NEWSLETTER COMMITTEE MISSION STATEMENT**

*We inform the uniformed.*

## **DUTY**

*We shall –*

Keep the general public informed about SAVE events and activities going on. In accordance with the overall strategic direction of SAVE, the Newsletter Committee shall prepare a monthly progress report.

### **HIGH PRIORITIES**

- ❖ Provide useful knowledge
- ❖ Provide educational knowledge
- ❖ Provide unbiased reporting

# *SAVE Bylaws and Constitution*

## **SAFEGUARD ATONE VALIDATE EDUCATE (SAVE)**

### **RELIGIOUS AFFAIRS COMMITTEE MISSION STATEMENT**

*We help young people make amends for their sins.*

## **DUTY**

*We shall –*

Help meet the spiritual needs of young people in order to bring about peace. In accordance with the overall strategic direction of SAVE, the Religious Affairs Committee shall address faith-based needs through outreach, responsive motivational and inspirational programming, and multiple delivery systems.

## **HIGH PRIORITIES**

- ❖ Create collaborative partnerships
- ❖ Host Religious Events
- ❖ Coordinate Culturally diverse spiritual outreach programs
- ❖ Coordinate Spiritual Development Workshops

# *SAVE Bylaws and Constitution*

## **LEGION OF VICTIM EMPOWERMENT (LOVE)**

### **GOALS AND STRATEGIES**

*LOVE shall pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*We shall –*

1. Focus on the survivor and do what is necessary and appropriate to support victim recovery. The LOVE program shall provide assistance that is gender-friendly, culturally conscious, and recovery responsive. In General, LOVE shall:
  - ❖ Provide non-clinical crisis intervention
  - ❖ Ongoing support
  - ❖ Referrals for juvenile child abuse, domestic violence and sexual assault victims
  - ❖ Support shall include providing information on available options and resources to victims

#### **SAVE Dual Objectives**

- ❖ Ensure that victims of domestic violence and sexual assault are protected and treated with dignity and respect
- ❖ Provide support advocacy, and care
- ❖ Support effective victim awareness and preventative programs
- ❖ Support applicable law enforcement and criminal justice procedures that enable persons to be held accountable for child abuse, domestic violence and sexual assault offenses and criminal dispositions, as appropriate
- ❖ Support complete *Unrestricted Reporting* of child abuse, domestic violence and sexual assaults to allow for the provision of victim services and to pursue accountability

# *SAVE Bylaws and Constitution*

## **LOVE Program Implementation**

In accordance with the overall strategic direction of SAVE, the LOVE Program shall:

1. Develop strategic program guidance, joint planning objectives, and identify legislative changes needed to ensure the future availability of resources in support of SAVE/LOVE policies.
2. Develop metrics to measure compliance and effectiveness of LOVE training, awareness, prevention, and response policies and programs. Analyze data and make recommendations regarding LOVE policies and programs to Federal, State, and Local government agencies.
3. Collaborate with Federal and State agencies that address LOVE issues and serve as liaison to them as appropriate. Strengthen collaboration on domestic violence and sexual assault policy matters with lawmakers on the issues of providing high quality and accessible health care and benefits to victims of domestic violence and sexual assault.

## **Supporting Goals and Strategies**

LOVE shall implement a Child Abuse, Domestic Violence and Sexual Assault Prevention Strategy, which consist of six components:

1. Influencing Government Regulations
2. Changing Abusers' Practices
3. Fostering Coalitions and Networks
4. Educating Young People
5. Promoting Community Education
6. Strengthening Individual Knowledge and Awareness



# *SAVE Bylaws and Constitution*

## **LEGION OF VICTIM EMPOWERMENT (LOVE)**

### **LOVE DIRECTOR**

*The LOVE Director shall pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*The LOVE DIRECTOR shall –*

1. Serve as the single point of contact for ensuring that child abuse, domestic violence and sexual assault survivors receive appropriate and responsive care.
2. Submit quarterly reports to the President that include information regarding all child abuse, domestic violence, and sexual assaults reported during the quarter.
3. Provide annual reports of child abuse, domestic violence and sexual assault involving persons mistreated to the President for consideration into an annual report to the Department of Justice.
4. Require extensive continuing in-depth LOVE training for SAVE volunteers and specialized LOVE training for directors, officers, spiritual advisors, counselors, and mental health staff in accordance to all legal and ethical standards.

#### **HIGH PRIORITIES**

- ❖ Focus on the survivors of domestic and sexual violence
- ❖ Provide support to anyone regardless of when or where the incident occurred
- ❖ Coordinate culturally diverse victim impact outreach programs
- ❖ Coordinate support groups for survivors

# *SAVE Bylaws and Constitution*

## **SAVE YOUTH COUNCIL**

### **GOALS AND STRATEGIES**

*The YOUTH COUNCIL shall pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*We shall –*

1. Focus on empowering young people and do what is necessary and appropriate to rehabilitate the misguided. The YOUTH COUNCIL shall provide assistance that is gender-friendly, culturally conscious, and recovery responsive. In General. The YOUTH COUNCIL shall:
  - ❖ Provide non-clinical crisis intervention
  - ❖ Ongoing support
  - ❖ Referrals for juvenile bullying, gang violence and peer pressure victims
  - ❖ Support shall include providing information on available options and resources to victims

#### **SAVE Dual Objectives**

- ❖ Ensure that victims of gang violence and peer pressure are protected and treated with dignity and respect
- ❖ Provide support advocacy and care
- ❖ Support effective awareness and preventative programs
- ❖ Support applicable law enforcement and criminal justice procedures that enable persons to be held accountable for bullying, gang violence and peer pressure offenses and criminal dispositions, as appropriate
- ❖ Support complete *Unrestricted Reporting* of bullying, gang violence and peer pressuring to allow for the provision of victim services and to pursue accountability

# *SAVE Bylaws and Constitution*

## **YOUTH COUNCIL Implementation**

In accordance with the overall strategic direction of SAVE, the YOUTH COUNCIL shall:

1. Develop strategic program guidance, joint planning objectives, and identify legislative changes needed to ensure the future availability of resources in support of SAVE YOUTH COUNCIL policies.
2. Develop metrics to measure compliance and effectiveness of YOUTH COUNCIL training, awareness, prevention, and response policies and programs. Analyze data and make recommendations regarding YOUTH COUNCIL policies and programs to Federal, State, and Local government agencies.
3. Collaborate with Federal and State agencies that address YOUTH COUNCIL issues and serve as liaison to them as appropriate. Strengthen collaboration on gang violence and peer pressure policy matters with lawmakers on the issues of providing high quality and accessible health care and benefits to victims of gang violence and peer pressure.

## **Supporting Goals and Strategies**

The YOUTH COUNCIL shall implement a Bullying, Gang Violence and Peer Pressure Prevention Strategy, which consist of six components:

1. Influencing Government Regulations
2. Changing Delinquent Practices
3. Fostering Coalitions and Networks
4. Educating Young People
5. Promoting Community Education
6. Strengthening Individual Knowledge and Awareness

# *SAVE Bylaws and Constitution*

## **SAVE YOUTH COUNCIL**

### **YOUTH COUNCIL DIRECTOR**

*The YOUTH COUNCIL Director shall pursue the following goals and strategies:*

#### **COUNCIL GOALS AND STRATEGIES**

*The YOUTH COUNCIL DIRECTOR shall –*

1. Serve as the single point of contact for ensuring that bullying, gang violence and peer pressure victims receive appropriate and responsive care.
2. Submit quarterly reports to the President that include information regarding all bullying, gang violence, and peer pressuring incidents reported during the quarter.
3. Provide annual reports of bullying, gang violence and peer pressure incidents involving persons harmed to the President for consideration into an annual report to the Department of Justice.
4. Require extensive continuing in-depth YOUTH COUNCIL training for SAVE volunteers and specialized YOUTH COUNCIL training for directors, officers, spiritual advisors, counselors, and mental health staff in accordance to all legal and ethical standards.

#### **HIGH PRIORITIES**

- ❖ Focus on the survivors of bullying and gang violence
  - ❖ Provide support to anyone regardless of when or where the incident occurred
  - ❖ Coordinate culturally diverse victim impact outreach programs
- Coordinate support groups for victim

# *SAVE Bylaws and Constitution*

## **REHABILITATE INTEGRATE STIMULATE EDUCATE (RISE)**

### **GOALS AND STRATEGIES**

*RISE will pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*We shall –*

1. Focus on empowering prisoners and do what is necessary and appropriate to rehabilitate criminals. RISE shall provide assistance that is prisoner-friendly, culturally conscious, and generally responsive. In General. RISE shall:
  - ❖ Provide non-clinical crisis intervention
  - ❖ Ongoing support
  - ❖ Referrals for employment
  - ❖ Support shall include providing information on available reentry options and resources to prisoners

#### **SAVE Dual Objectives**

- ❖ Ensure that prisoners are educated and reformed
- ❖ Provided support advocacy and care
- ❖ Provide effective curriculums and programs

# *SAVE Bylaws and Constitution*

## **RISE Implementation**

In accordance with the overall strategic direction of SAVE, the RISE shall:

1. Develop strategic council guidance, joint planning objectives, and identify legislative changes needed to ensure the future availability of resources in support of SAVE RISE policies.
2. Develop metrics to measure compliance and effectiveness of RISE training, awareness, prevention, and response policies and programs. Analyze data and make recommendations regarding RISE policies and programs to Federal, State, and Local government agencies.
3. Collaborate with Federal and State agencies that address RISE issues and serve as liaison to them as appropriate. Strengthen collaboration on prison violence and peer pressure policy matters with lawmakers on the issues of providing high quality and accessible health care and benefits to victims of prison violence and peer pressure.

## **Supporting Goals and Strategies**

The RISE shall implement a Bullying, Prison Violence and Peer pressure Prevention Strategy, which consist of six components:

1. Influencing Government Regulations
2. Changing Delinquent Practices
3. Fostering Coalitions and Networks
4. Educating Prisoners
5. Promoting Community Education
6. Strengthening Individual Knowledge and Awareness

# *SAVE Bylaws and Constitution*

## **REHABILITATE INTEGRATE STIMULATE EDUCATE (RISE)**

### **RISE DIRECTOR**

*The RISE Director shall pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*The RISE DIRECTOR shall –*

1. Serve as the single point of contact for ensuring that bullying, prison violence and peer pressure victims receive appropriate and responsive care.
2. Submit quarterly reports to the President that include information regarding all bullying, prison violence, and peer pressuring reported during the quarter.
3. Provide annual reports of bullying, prison violence and peer pressure involving persons harmed to the President for consideration into an annual report to the Department of Justice.
4. Require extensive continuing in-depth RISE training for SAVE volunteers and specialized RISE training for directors, officers, spiritual advisors, counselors, and mental health staff in accordance to all legal and ethical standards.

#### **HIGH PRIORITIES**

- ❖ Focus on the survivors of bullying and prison violence
  - ❖ Provide support to anyone regardless of when or where the incident occurred
  - ❖ Coordinate culturally diverse victim impact outreach programs
- Coordinate support groups for victims

# *SAVE Bylaws and Constitution*

## **SAVE FATHER'S PLEDGE**

*We – the fathers of African, Latin American, Caribbean, Native American, Asian and European ancestry – pledge to accept the full responsibility or fatherhood and we dedicate and declare ourselves to the following:*

*We shall –*

1. Spend quality time with our children and shape the development of all aspects of their lives.
2. Make sure that our children have access to quality child care responsive to their individual needs.
3. Raise our children in a violence-free environment that promotes love, dignity and respect.
4. Provide our children with quality health care that is accessible at all times.
5. Be engaged and involved in our parenting at all stages of our children's lives.
6. Expose our children to spiritual and religious life in appropriate places of worship.
7. Act as life coaches and help our children develop cradle-to-career life plans.
8. Not predispose or expose our children to drug abuse or criminal conduct.
9. Promote positive escapist pursuits and educational outings.
10. Lead by example and provide protection, comfort and structure for our children.

\_\_\_\_\_  
Father

\_\_\_\_\_  
Date



# SAVE Bylaws and Constitution

## SAVE PLEDGE AGAINST DOMESTIC VIOLENCE

*We – the boys and men of African, Latin American, Caribbean, Native American, Asian and European ancestry – pledge to never commit, condone or remain silent about violence against women or children, and we dedicate and declare ourselves to the following:*

*We shall –*

1. Never physically or emotionally abuse women or children.
2. Never permit someone else to commit violence against women or children.
3. Protect and provide for women and children.
4. Promote respect and nonviolence within our communities.
5. Speak out and take action when we become aware of women and children being abused.
6. Work to keep women from violence in relationships.
7. Help provide emergency and interim housing and assistance to victims of violence.
8. Help resettle victims of violence in the community and enhance the quality of life.

\_\_\_\_\_  
Pledger

\_\_\_\_\_  
Date

# *SAVE Bylaws and Constitution*

## **SAVE DECLARATION OF HUMAN RIGHTS**

*We – the people of African, Latin American, Caribbean, Native American, Asian and European ancestry – claim our rights to life, liberty and the pursuit of happiness. In 2009, we formed to safeguard, atone, validate and educate our children. Today, we are devoted to human decency! We are rescuing our children, rebuilding their character and reknitting the fabric of our future. Tomorrow, we realize our vision of valued, virtuous contributions to our world. We the members of Safeguard Atone Validate Educate dedicate and declare ourselves to the following:*

1. We have the right to shape the development of all plans, programs and policies likely to affect the quality of our children's lives as human beings.
2. We have the right to improve the recruitment, preparation, development and retention of successful teachers and principals of our children.
3. We have the right to demand a more effective continuum of education programs for our children.
4. We have the right to foster a violence-free environment that promotes the health and safety of our children.
5. We have the right to strengthen the capacity of our learning institutions to improve student achievement.
6. We have the right to ensure equality in public schools and educational excellence.
7. We have the right to provide safety and security in our children's schools and neighborhoods.
8. We have the right to challenge the disparate use of school disciplinary tools and the disproportionate referrals to special education of minority students.
9. We have the right to provide our children with myriad support services that meet their educational and behavioral needs.
10. We have the right to provide our children with cradle-to-career wrap-around services that improve economic mobility and security.

*SAVE Bylaws and Constitution*

**SAFEGUARD ATONE VALIDATE EDUCATE  
DECLARATION OF TRANSFORMATION**

I, \_\_\_\_\_, on this  
\_\_\_\_\_ day of \_\_\_\_\_, in the  
year of \_\_\_\_\_, hereby agree to cease and desist  
all criminal activity. Furthermore, I commit to  
assist in the rebuilding of my community and to  
help save all children from crime, drugs and  
violence. I do this in the interest of our children  
and the betterment of my country.

Signed \_\_\_\_\_

Witnessed by: \_\_\_\_\_

# *SAVE Bylaws and Constitution*

## **SAFEGUARD ATONE VALIDATE EDUCATE**

### **PROCLAMATION**

I WILL immediately cease my involvement in crime, drugs and violence.

I WILL immediately work with SAVE to establish comprehensive approaches to saving our young people from premature death and imprisonment.

I WILL not disrespect my elders or my peers.

I WILL steer clear of any activity that is not productive to my future.

I WILL treat my teachers and principals with the respect they deserve as educators.

I WILL not use any form of illegal drugs or abuse prescription medications.

I WILL not sexually harass or abuse anyone.

I WILL be a good sportsman when I play sports and other extracurricular activities.

I WILL honor my mother and father at all times.

I WILL not dropout of school and I vow to do my best at all times.

I, \_\_\_\_\_, hereby recognize this Proclamation as true and accurate on this \_\_\_\_\_ day of \_\_\_\_\_, in the year of \_\_\_\_\_.

Signed \_\_\_\_\_

Witnessed by: \_\_\_\_\_

# SAVE Bylaws and Constitution

## STATEMENT OF PRINCIPLES FOR SAVE A CHILD MONTH

*The purpose of this statement is to outline the principles for which a group, association, organization, house of worship or club may be organized under the Save a Child Month initiative, and the practices of active participants in this global campaign.*

**SAFEGUARD:** WE organize to end the genocidal level of violence within urban communities.

**ATONE:** WE strive to help misguided young people make amends to their communities and families.

**VALIDATE:** WE unite to reduce high-risk behavior associated with low self-esteem, peer pressure and bullying.

**EDUCATE:** WE promote educational empowerment and positive growth and development.

### FOUR WEEK INITIATIVE

**WEEK ONE: SAFEGUARD** – Law enforcement officials (police, prosecutors, judges and lawyers, etc.) will conduct group therapy and one-on-one sessions.

**WEEK TWO: ATONE** – Clergy will conduct redemptive therapeutic sessions.

**WEEK THREE: VALIDATE** – Community leaders (politicians, professionals, celebrities and mentors) will conduct motivational sessions.

**WEEK FOUR: EDUCATE** – Educators (teachers, principals and professors) will conduct educational therapeutic sessions.

Children will receive an initial evaluation to determine which are at risk and a full evaluation upon completion.

### EVALUATORS WILL USE THIS CODE SYSTEM

<b>GREEN</b>	<b>YELLOW</b>	<b>RED</b>
_____	_____	_____
<b>Good</b>	<b>Borderline</b>	<b>At-Risk</b>

*Codes Yellow and Red will receive extended care by a volunteer Behavioral Health Team.*

# *SAVE Bylaws and Constitution*

## **SAVE A CHILD MONTH (SACM)**

### **GOALS AND STRATEGIES**

*SACM will pursue the following goals and strategies:*

#### **PROGRAM GOALS AND STRATEGIES**

*We shall –*

Focus on fostering personal growth and responsibility. SACM shall provide assistance to young people to right the relationships among the misguided, their communities, and their families using experienced outcome-based objectives. In General. SACM shall:

- ❖ Draw on the young people's own belief system, whether secular or religious, to bring reconciliation and restoration
- ❖ Help them to take responsibility for their delinquency

#### **SAVE Dual Objectives**

- ❖ Through living within the boundaries of their belief systems, whether secular or religious, young people will demonstrate improved societal adjustment
- ❖ Working closely with various community organizations for job readiness and continued sponsorship, the rate of delinquency will be reduced

# *SAVE Bylaws and Constitution*

## **SACM Implementation**

In accordance with the overall strategic direction of SAVE, SACM organizers shall:

1. Develop strategic program guidance, joint planning objectives, and identify legislative changes needed to ensure the future availability of resources in support of SAVE/SACM policies.
2. Develop metrics to measure compliance and effectiveness of SACM training, awareness, prevention, and response policies and programs. Analyze data and make recommendations regarding SACM policies and programs to Federal, State, and Local government agencies.
3. Collaborate with Federal and State agencies that address SACM issues and serve as liaison to them as appropriate. Strengthen collaboration on community violence and peer pressure policy matters with lawmakers on the issues of providing high quality and accessible health care and benefits to victims of community violence and peer pressure.

## **Supporting Goals and Strategies**

SACM shall implement a Preventative, Protective, Transformative Strategy, which consist of six components:

1. Provide opportunities for development and maturation
2. Foster a commitment to normative values and responsibilities
3. Modify behavior patterns
4. Improve societal adjustment
5. Reduce delinquency rates
6. Cultivate career-readiness

# *SAVE Bylaws and Constitution*

## **SACM DIRECTOR**

*The SACM Director shall pursue the following goals and strategies:*

*The SACM DIRECTOR shall –*

1. Ensure that all aspects of this Constitution are implemented.
2. Oversee programming and administrative aspects of SACM.
3. Enter data into the Participant Skills Development system to identify outcome measures and report progress in skill areas determined critical to successful adjustment to the community.
4. Formulate personal goals reflecting the outcome-based objectives.
5. Provide annual reports of maltreatment, gang violence and peer pressure involving SCAM participants to the SAVE President for consideration into an annual report to the Department of Justice.
6. Require extensive continuing in-depth SACM training for SAVE volunteers and specialized SACM training for directors, officers, spiritual advisors, counselors, and mental health staff in accordance to all legal and ethical standards.
7. Ensure coordination between localities and sponsors.
8. Participate in Classification meetings.
9. Encourage and monitor program activities during regular group meetings.
10. Provide agenda and program development, as well as technical support.
11. Train staff volunteers and other organizational staff in the different elements of the program to integrate program goals with program participation in other aspects of the organization.



# SAVE Bylaws and Constitution

## SACM PROGRAM DESCRIPTION

A. **Program Selection Criteria.** To participate, youth:

- ❖ Apply for the programs voluntarily or by referral.

## SACM PROGRAM STRUCTURE

- (1) **Program Participants.** The number of participants shall not exceed the maximum capacity of the site.

*Standard Completion Requirements outline successful program participation. The standard checklist is completed by the administrator and participant before completion recognition.*

- (2) **Multi-Track Makeup.** SCAM is designed for young people seeking a foundation in principle-centered values and responsibilities, whether or not they have religious affiliation. Youth who volunteer for this program are accommodated in broad tracks sharing common beliefs and principles, whether secular or religious.

- ❖ Specific groups represented in an assembly will vary, depending on the choices of the young people. Differences in teachings or disciplines within each broad category will be identified and integrated by the SACM volunteers of the respective groups.

- (3) **Schedule for Program Activities.** SACM involves varied afternoon and evening programming, as well as weekend activities.

- ❖ Participants will have evening and weekend programming which involves special activities with mentors, multi-track program activities, and track-specified components. Partakers are encouraged to participate in scheduled activities with the volunteers for character education and values enhancement, in accordance with their personal beliefs, education, leisure time activities, job assignments, etc.

- ❖ Participants work/study/reflect together in small groups in accord with the objective of their specific behavioral needs.

# *SAVE Bylaws and Constitution*

## **PROGRAM REFERRAL**

Youth who volunteer for SACM submit a request to the local SACM Director and participate in a self-directed three-session orientation program:

- ❖ **Session 1:** Overview of SACM.
- ❖ **Session 2:** Feedback and exploration of SACM
- ❖ **Session 3:** A private interview with the SACM Director regarding program principles.

## **CURRICULUM DESCRIPTION**

SACM participants choose between the following curriculum tracks that promote positive values and responsibilities:

1. Principled-Centered Track
2. Opportunities to develop and adopt a code of principles and morals
3. Creating and establishing decision-making strategies consistent with personal code of conduct
4. Participating in scheduled organizational-sponsored value-based programs
5. Opportunities for reflection (whether secular or spiritual), direction, and counseling
6. Using journals and personal reflection to develop personal growth

## **EDUCATION COMPONENT**

- ❖ Track-specific study material
- ❖ Interpersonal curriculum
- ❖ Community Mentoring Component
- ❖ Developing relationships with community-based groups
- ❖ Establishing mentoring guidelines
- ❖ Meeting with participants periodically, with additional meetings determined in accordance with program needs
- ❖ Community Service Component
- ❖ Frequent periods of community services

# *SAVE Bylaws and Constitution*

## **VICTIM IMPACT COMPONENT**

- ❖ Reshaping the battered relationship model.
- ❖ Clarifying impact of crime on victim(s).
- ❖ Providing interaction with Victim Impact Panels.

## **INVOLVEMENT OF COMMUNITY ORGANIZATIONS**

**Mentoring During Delinquency Phase.** A trained mentor is matched with each participant during this phase. The mentor meets the participant to:

- ❖ Reflect on issues of brokenness and healing.
- ❖ Model appropriate social behaviors.
- ❖ Help develop a maintenance plan for healthy and productive living upon completion of the program.

**Partnership with the Business Community.** This partnership is designed to help the youth become career-ready. It begins during SACM and intensifies as the youth make amends to their respective families and communities.

## **PROGRAM COMPLETION**

Upon successfully completing SACM, participants are ordinarily matched with an employer and aftercare mentor.

## **PROGRAM EXPULSION**

The Director, after receiving a recommendation from the SACM Review Committee, makes the final decision regarding a participant's expulsion. Participants may be expelled for:

1. Violation of program rules and regulations as determined by the SACM Review Committee or Program Hearing Officer.
2. Failure to meet other requirements, such as disruption to the orderly administration of the SACM activities.

Participants expelled from SACM are ordinarily ineligible for reentry for duration of the month.

# *SAVE Bylaws and Constitution*

## **PROGRAM EVALUATION**

SACM will evaluate the initiative's effectiveness by comparing program compliance before, during, and after participation.

- a. **Duration.** There will be one-to-five year follow-up of participants who complete the program to evaluate the impact on juvenile delinquency rates and community adjustment.
- b. **Follow-up Study.** Where feasible, a follow-up study will be conducted after completion with the family to measure the effectiveness of support received during the transition process. The follow-up assessment will provide information on the rate of relapse, and will help identify the most effective methods used by communities.

## **PROGRAM RESOURCES**

SAVE will allocate resources for SACM. Funding will be disbursed through the Treasurer.

## **STAFF TRAINING**

The SACM Youth Council Director and Program staff will receive training, focusing on the interdisciplinary approach governing the program. Training also provides:

- ❖ A review of the SACM statement of principles
- ❖ Program implementation requirements
- ❖ Instructional skills and materials

# *SAVE Bylaws and Constitution*

## **SCAM PROGRAM STATEMENT**

**PURPOSE AND SCOPE.** SAVE encourages all members of the community to participate in Save a Child Month for recreational, social, civic, and benevolent purposes.

An organization which has youth membership and which performs, or may perform an activity or function related to Save a Child Month is considered a partner. A partner may include person(s) not affiliated to a community organization.

This Program Statement establishes the general procedures concerning the establishment, observance, and operation of Save a Child Month programs and provides a uniform system whereby all partners of this type will operate within a similar framework of administrative and operational management.

The procedures as outlined in the following sections should be as followed:

**PROGRAM OBJECTIVES.** The expected results of this initiative are:

- A. Young people will be provided recreational, social, civic, and benevolent benefits through SACM.
- B. The activities of each partner will be monitored and regulated by responsible adults.
- C. Each partner will abide by all state and federal laws.

### **APPROVAL OF AN ACTIVITY**

- A. An organization, club, school, or government agency may actively participate in SACM without the approval of SAVE. All other groups are permitted to participate and conduct activities that are in accord with the overall goals and objectives of SACM, as long as they are in good standing within their respective communities.
- B. All partners must have:
  1. A constitution and by-laws duly approved by its members; the constitution and by laws must include the partner's purpose and objectives, the duties and responsibilities of the officer(s), and requirements for activities reporting, operational review; and
  2. The partner does not operate in opposition to the security, good order, and discipline of the community.

Young people are authorized to participate in only those activities which the community has duly recognized and sanctioned.