

# Stand for the Silent

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TO END BULLYING

## HOW TO START A CHAPTER OF STAND FOR THE SILENT

[STANDFORTHESILENT.ORG](http://STANDFORTHESILENT.ORG)

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6918 W. 128th St.

Perkins, OK 74059

[contact@standforthesilent.org](mailto:contact@standforthesilent.org)

## **IT'S TIME TO STAND!**

Hello, potential SFTS chapter!

From everyone here at SFTS, we want to thank you for wanting to change the world by choosing to Stand for the Silent. Every single day, people are tortured by bullying. It takes brave individuals such as yourselves to stand up and say this is not OK!

We appreciate your enthusiasm and cannot wait to help you get started. However, there are some formalities we need to follow so we can get your chapter up and running right away! We look forward to fighting bullying beside you soon.

Sincerely,

Stand for the Silent

# STEPS TO FORM A SFTS CHAPTER

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## Step 1: Find an adult to sponsor your Chapter.

- A) Be sure to read the SFTS Constitution to make sure rules and regulations are followed. You may get a copy of this in our "How To Start A Chapter" packet located at: <http://www.standforthesilent.org/for-schools/start-a-chapter/>

## Step 2: Have your first meeting:

- A) Hold an election to appoint officers for your Chapter. Officers will include a minimum of President, Vice President, Secretary and Treasurer. There are no age restrictions. Your adult sponsor may also hold one of the officer positions.
- B) Have all committing members sign a pledge card. A downloadable pledge card can be found at: <http://standforthesilent.org/who-we-are/digital-press-kit/>. Any new members that are added later will also need to sign a pledge card. It is up to your Chapter to decide if you will keep copies of these signed pledges.
- C) Create a name for your Chapter.
- D) Decide on a mission statement to describe your group's personal goals. (An example of one is on the "Letter of Intent" sample in the "How To Start A Chapter" packet).
- E) Decide where and how often your Chapter will meet.

## Step 3: Write your Chapter's Letter of Intent and include:

- A) Today's Date
- B) The date your first meeting was held
- C) The name of your Chapter
- D) The name and email address of your adult sponsor and any co-sponsors
- E) Your Chapter's mission statement
- F) Your chapter's intent, including how often your Chapter will meet
- G) The names of your officers

## Step 4: Send your Chapter's Letter of Intent in an email to: [contact@standforthesilent.org](mailto:contact@standforthesilent.org).

## Step 5: Wait for your Chapter approval email, which will include your official Chapter Approval Letter from Kirk Smalley.

## Step 6: Get into action!

- During your meetings, discuss how you can spread the Stand For The Silent message. Discuss ways to impact your school and community or fundraise for group activities. Here are some ideas:
- Develop skits/plays to perform that show others not only the impact that being bullied can have but how to prevent/stop it or how to offer support to a victim. Perhaps you have older students (Jr. High or High School) who might perform these skits and plays for the younger kids at elementary schools (SFTS has a play script we are happy to share for FREE). Once your Chapter is approved, a link to request this play is on your monthly Chapter Spotlight Newsletter.
- Hold an anti-bullying talent show, create an SFTS parade float, make posters or flyers, hold anti-bullying mixers.
- Have older kids read our "How To Handle Bullying" coloring/activity books to younger kids and start a conversation with them (for bulk pricing, send an email request to: [contact@standforthesilent.org](mailto:contact@standforthesilent.org)).
- Form a peer mediation or mentorship group where High School students can mediate/mentor lower classmen.
- Create an "Affirmation Station" for your classrooms or school office where students can leave positive uplifting notes for other classmates.

# CHAPTER CONSTITUTION

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## ARTICLE I - Name and Purpose

SECTION A: The name of this organization shall be Stand for the Silent.

SECTION B: The purpose of this organization is to fight against bullying, which can lead to adolescent depression and suicide.

## ARTICLE II - Membership

SECTION A: Pledge Card – Everyone interested in joining Stand for the Silent must sign a pledge card.

SECTION B: Chapters

1. Establishment of a Chapter.

- a. All groups interested in creating a Chapter must contact the Board of Directors for eligibility by emailing us at [contact@standforthesilent.com](mailto:contact@standforthesilent.com)
- b. All Chapters must have an elected governing council.
  - 1) Governing council must consist of a President, Vice President, Secretary, Treasure, and Representatives.
  - 2) Council will be elected by a nomination and majority vote.
  - 3) Officer's duties shall be determined by the Chapter.
- c. Each Chapter should have at least one sponsor to oversee and approve all Chapters' activities.
- d. Each Chapter shall make a quarterly report of members to the Board of Directors.
- e. Order forms for merchandise and pledge cards will be provided upon request.

## ARTICLE III - Rules and Regulations

SECTION A: This organization shall follow the revised edition of Roberts Rules of Order in running its meetings.

SECTION B: The Stand for the Silent logo is a trademark symbol and should not be used unless permitted by the Board of Directors.

## ARTICLE IV - Finances

SECTION A: All fundraisers must be approved by the Chapter sponsor before it is sent to the Board of Directors.

SECTION B: All fundraisers will go through the Board of Directors for final approval.

SECTION C: All profits made through fundraisers shall remain the Chapter's unless otherwise notified by the Board of Directors.

SECTION D: The sponsors shall conduct an annual audit and report it back to the Board of Directors.

## ARTICLE V - Committees

SECTION A: Standing committees include: Publicity, Programs and Projects.

1. Publicity – will be responsible for promotion of Stand for the Silent.
2. Programs – will be responsible for selecting and securing guest speakers for events and meetings.
3. Projects – will be responsible for initiating new projects and overseeing them.
4. Chapters are free to set up their own committees after approval by the sponsor.

SECTION B: Special committees shall be appointed by the Board of Directors as the need arises.

## ARTICLE VI - Amendments

SECTION A: The Constitution may be amended at any time by the Board of Directors with a motion of three fourths vote of the Board of Directors.

SECTION B: Chapters may send in amendment requests to be approved by the Board of Directors.

SECTION C: Amendments shall take effect following the vote.

# FREQUENTLY ASKED QUESTIONS

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## **How long is a typical Stand for the Silent presentation?**

A typical presentation lasts one hour and 15 minutes. Students usually like to ask questions and come up and meet us afterwards, so we like to take the time to accommodate that after the presentation.

## **What does the presentation look like?**

We ask three kids from each school to volunteer to help us lead their peers and read portions of the STFS program from scripts. We ask these students to arrive 20 to 30 minutes before the start of the presentation.

We begin with the history of Stand for the Silent. There are five empty chairs on the stage that represent five children that have lost their lives to bullying related suicide. The students take turns reading about the lives of the first four kids, written from the parents' point of view. The students then read a fifth story about Ty Smalley, and introduce Ty's dad, Kirk Smalley.

Kirk tells a personal account of how bullying has impacted his family's life and discusses the importance of cultures of kindness and the individual worth of each person. The students watch a short video created by other students about the importance of respecting each other. Students then read the pledge, I Am Somebody, and Kirk answers students' questions.

## **How many students does Kirk typically present to?**

The Stand for the Silent presentation can be delivered to as many or as few students as you would like. The most efficient way to present is to a large group in a school assembly.

## **How does a school start a local chapter?**

Stand for the Silent has a set of guidelines for establishing a chapter that we can distribute to any interested school.

## **Can you provide references so I can speak to another administrator about their experience with Stand for the Silent?**

Yes, we have a list of school administrators from around the country that you are welcome to call with questions about their experience with Stand for the Silent.

## **What is the cost involved?**

Stand for the Silent does not charge for the presentation itself, but we ask that you pay for travel to the school or presentation site. Due to the cost of travel expenses, our fees for local presentations start at \$500 and out of state presentations start at \$2,500. We encourage each person interested in having us visit to contact administrators, business owners and community center personnel, among others in your area and ask them to visit our website. Explain to them why this matters so much to you and how this presentation could save lives in your community. Once they are ready, either you or they can send us an email to [contact@standforthesilent.org](mailto:contact@standforthesilent.org). We can discuss a specific fee cost for your location and set up a date.

# LETTER OF INTENT

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(Example of Chapter Intent Form)

## **Fletcher Stand for the Silent**

(Date)

**First meeting was held on:** September 24, 2016

**Our Chapter will be called:** Wildcats Stand for the Silent

**Sponsor:** Katie, Co-sponsor: Lori

**Mission Statement:** Our goal is to make a stand at our school against bullying and no longer allow or turn our backs on it. We will stand together and make it known that bullying is not, and will not, ever be tolerated at Fletcher Schools.

**Intent:** We will meet once a month after school on Mondays. We also plan to wear our SFTS shirts every other Friday. Our meetings will consist of planning and discussing future events and goals. We will also use our meeting times to make and distribute SFTS posters and notes.

**President:**

**Co-president (VP):**

**Publicity:**

**Programs:**

**Projects:**

**Members:**

## **STAND FOR THE SILENT**

6918 W. 128TH

PERKINS, OK 74059

[contact@standforthesilent.org](mailto:contact@standforthesilent.org)

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*Stand for the Silent*

# HOW TO START A CHAPTER CHECKLIST

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\_\_ Step 1- Adult Sponsor: Name \_\_\_\_\_ Email \_\_\_\_\_

\_\_ A) Read the SFTS Constitution

\_\_ Step 2- Have your first meeting

\_\_ A) Hold an election to appoint officers for your Chapter

\_\_ President: \_\_\_\_\_

\_\_ Other(s): \_\_\_\_\_ / \_\_\_\_\_

\_\_ Vice President: \_\_\_\_\_

\_\_ Other(s): \_\_\_\_\_ / \_\_\_\_\_

\_\_ Secretary: \_\_\_\_\_

\_\_ Other(s): \_\_\_\_\_ / \_\_\_\_\_

\_\_ Treasurer: \_\_\_\_\_

\_\_ Other(s): \_\_\_\_\_ / \_\_\_\_\_

\_\_ B) Sign pledge cards

\_\_ C) Create a name for your Chapter: \_\_\_\_\_

\_\_ D) Write a Mission Statement: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_ E) Decide where and how often your Chapter will meet

Where: \_\_\_\_\_ How Often: \_\_\_\_\_

\_\_ Step 3- Write your Chapter's Letter of Intent

\_\_ A) Today's Date: \_\_\_\_\_

\_\_ B) The date your first meeting was held: \_\_\_\_\_

\_\_ C) The name of your Chapter: SEE 2C ABOVE

\_\_ C) The name and email address(es) of your adult sponsor and any co-sponsors (optional):

Sponsor Name/Email: SEE 1 ABOVE

Co-Sponsor Name: \_\_\_\_\_

Email: \_\_\_\_\_

Co-Sponsor Name: \_\_\_\_\_

Email: \_\_\_\_\_

Co-Sponsor Name: \_\_\_\_\_

Email: \_\_\_\_\_

Co-Sponsor Name: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_ D) Mission Statement: SEE 2D ABOVE

\_\_ E) Your Chapter's intent: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_. How often your Chapter will meet: SEE 2E ABOVE

\_\_ F) Names of your officers: SEE 2A ABOVE

\_\_ Step 4- Send your Chapter's Letter of Intent in an email to: [contact@standforthesilent.org](mailto:contact@standforthesilent.org)

\_\_ Step 5- Receive your Chapter approval email from Kirk Smalley. Date approved: \_\_\_\_\_

\_\_ Step 6- Get into action!

**CONGRATULATIONS ON BECOMING A CHAPTER OF SFTS!! LET'S PUT A STOP TO BULLYING TOGETHER!!**

*Stand for the Silent*

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# MERCHANDISE ORDER FORM

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Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_



All T-shirts \$10

Adult:   \_\_\_ S       \_\_\_ M       \_\_\_ L  
          \_\_\_ XL      \_\_\_ XXL     \_\_\_ XXXL

Shirt total: \$ \_\_\_\_\_



*Glow in the dark!*

All wristbands \$1.50

Youth: \_\_\_\_\_ White letters   \_\_\_ Black letters

Adult: \_\_\_\_\_ White letters   \_\_\_ Black letters

Wristband total: \$ \_\_\_\_\_



Combined total: \$ \_\_\_\_\_

+ \$5.50 shipping = \$ \_\_\_\_\_

Mail to:  
**STAND FOR THE SILENT**  
6918 W. 128th St.  
Perkins, OK 74059

Make checks or money  
orders payable to:  
**STAND FOR THE SILENT**  
Thanks for your support!