

Secrets For Service



2012-2013 Special Activities Project Manual

Composed by:

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2012-2013 Special Activities Director

Hello Fellow Key Clubbers!

My name is Katarina Alatis, and I am the Special Activities Director on the West Virginia Key Club District Board of Trustees.

I am a junior this year, and attend Weir High School in Weirton, WV which is located in Division 1. I am very active in Key Club and was my home club's secretary this past year. In addition to Key Club, I am a member of Academic Games, Girl's Athletic Association, Chemistry Club, and I have been a dancer for thirteen years. One of my duties with my job is making this manual, Secrets for Service!

The pages of this book contain different Service Project ideas for your home club. Inside this manual there are ideas to increase your club's membership, school service projects, community service projects, ways to fundraise, project ideas for the Eliminate Project, and new ways for service called "Special Activities of the Month." I hope that all of you and your clubs take the time and read this manual.

I hope that you all have a great and successful 2012-2013 year! If you have any questions please feel free to ask me!

Yours always in Friendship and Service,

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Secrets for:

Increasing

Club

Membership

As a new year of service comes around, clubs ask, “How can we gain more active members this year?” To have a club, you don’t always want to focus on the membership. Try to focus on the fun parts! Well Key Clubbers, I have thought of several fun project ideas, so you can hopefully not just gain more members but to help strengthen their membership as well! Try out some of these project ideas this year!

1. Pool Party

Secret: Have your club host a party for upcoming freshmen or the entire school! This will spread the word of Key Club and help promote membership for the upcoming year. Don’t forget to ask the pool about the costs, and availability! You can end up turning this pool party into a great fundraiser!

2. Freshmen Orientation/ 8TH Grade Graduation

Secret: Remember how you felt when you were starting high school? You were probably nervous? Am I right? The only thing you have to do for this service project is get the approval from the principal of the middle/high school depending on which event you choose to speak to the incoming class. This is a crucial time for these students because they are trying to figure out where they are going to fit in for the next four years! What better than joining Key Club? Make sure you bring membership forms for students that are interested, and give out contact information to them incase if they have questions so someone can answer them! Don’t forget! The more Key Clubbers that are there to help the bigger the success it will be!

3. Spirit Week

Secret: Host a “Spirit Week” in anticipation of an important event, such as a game against your arch rival! During the week, some of the themed days can include, Tie-dye Day, Mix-Match Day, Mock Day, and of course School Spirit Day! End the week with a pep rally sponsored by Key Club and help get the name out to the student body!

4. Activity/ Bulletin Board

Secret: Publicizing is a great way to get new members attention or participation in service projects! Find a main location in your school, such as the cafeteria to put a bulletin or an activity board where any upcoming meeting or project dates can be posted.

5. Key Club Christmas Party

Secret: New Key Club Members can always be added to your club. Having a Christmas Party is a great time to attract new members! The party should be aimed not just at new potential members but your current members as well! You can also ask your sponsoring Kiwanis Club if they would help out! They always want to know what you are doing and this would be a great opportunity to work together! Have a fun filled day with games, ice breakers, movies, and food as you watch your membership grow!

**Secrets for:
Service for
Your School!**

For many clubs in Key Club International, their main focus is fundraising. Fundraising is a good thing but it is not what Key Club is all about. In the Key Club Pledge it says, "... to build my home, school and community," In this section, there are project ideas to serve your school.

1. Refinishing Desks

Secret: In this project, Key Clubbers will refinish desks and tables by washing graffiti off of them. This project costs little from the club, as the school will usually provide the cleaning supplies. Try to have at least 4 Key Clubbers per room, so the more people you have, the more desks you can clean in a shorter amount of time!

2. Teacher Appreciation

Secret: Each year our teachers do so much for us in school, and like students, they also enjoy being recognized for their dedication and hard work. For this project, set aside a day once a month and put a little "Thank You" treat in their mailboxes.

3. Homecoming Parade/ Decorations

Secret: Homecoming is one of the biggest events of the year! Take part in your school's festivities by entering a float in the Homecoming Parade. If your school does not have a parade, your club can help volunteer by help decorating for the dance or selling the tickets! You can even have an entire week of festivities planned. There is so much that you can do!

4. Classroom Door Decorating

Secret: For this project, clubs will decorate classroom doors all over the school. You can have set themes such as Christmas or Rival Week. Talk to your club treasurer and advisor about getting your supplies! *Just a tip* Try going to stores such as Dollar Tree or Dollar General. The items there will be cheaper than Wal Mart or Kmart. You also want to decide a time when you want to decorate the doors. It may be easier to decorate in the morning or after school!

5. Library Clean- Up

Secret: Many school libraries need a lot of help. Your club can help out by dusting the shelves, refinishing desks, fixing or replacing old, broken books, and donating new books.

Secrets for:
Service for your
Community

Every time someone turns on the television these days, all they see are reports of violence, war, and other tragedies. As Key Clubbers, we need to help bring joy, and hope to our communities. In this section, there are some project ideas so you can help your community. Even though there are just some listed here there are so many ways you can help your community; you just have to be willing to help!

1. Salvation Army

Secret: The Salvation Army is always looking for volunteers to help sort donations, or help restock the shelves!

2. Canned Food Drive

Secret: Over the years, the rate of poverty and hunger has alarmingly increased. For this project, you can have a class to class competition to collect nonperishable food items from each class. After the competition is over take the food to your town's soup kitchen. Award the winning class with a pizza party for lunch one afternoon.

3. Holiday Gift Wrapping

Secret: During the holiday season, stores and malls are flooded with customers all season trying to find gifts for their loved ones. Set up a booth at your local mall and help wrap presents free of charge! Don't forget to tell everyone that Key Club is sponsoring this service and help promote Key Club!

4. Bingo with the Elderly

Secret: Many of the Elderly love to have company, especially teenagers. Talk to the Activities Coordinator at your local nursing home to discuss having Key Club visit members, and play Bingo once a month as the Key Clubbers call out the numbers. Everyone likes to win a prize if they win, so have each Key Clubber bring in a prize such as sugar free candy or cookies!

5. Salvation Army Bell Ringing

Secret: You have all seen the volunteers standing outside ringing the bells in front of a red bucket around the holiday season right? These are the people that are raising money for the homeless and underprivileged in the community. Go to your local Salvation Army and sign up a day where your Key Club can volunteer. Break up the day into one- hour segments and have 2-4 Key Clubbers ring the bell at that time. It would be a great time for the Key

Clubbers, you can easily get many active members, and it is an easy way to bring in the Holiday Spirit.

6. Clothing Drive

Secret: *Place donation bins throughout the community for people to donate their old clothing. Have Key Clubbers go to the locations weekly and collect what has been donated. Tell your local newspapers to help get the word out to the community. Take the clothing to organizations such as the Salvation Army, local churches, shelters, and Goodwill will you can be sure that the items will be distributed to those who need it.*

Secrets For: Fundraising!

Nothing in the world is free. Therefore, in order to be able to do projects and activities throughout the year, it is necessary to raise money. The following projects are suggestions for raising money to help assist in projects.

1. Dance Coat Check

Secret: During school dances such as homecoming, Formal, or Prom, set up a coat check. Have Kiwanis Members or faculty advisors watch the coats during the dance, and at the end, the owners come back and claim their items. At a dollar an item, this is a great way to fundraise and make a quick couple hundred dollars!

2. Car Wash

Secret: There is always a need for a car wash especially when spring is just around the corner. Organize a car wash at a local business and have your club members' help. Businesses like Wal- Mart tend to donate some of the supplies you will need!

3. Kiss a Senior Goodbye

Secret: During the last few days of school for seniors, purchase bags of Hershey Kisses and place them in bundles of 14 (13 for the amount of years in school and one for future luck.) Put the Kisses in Bags, and let the Student Body write messages to their friends and attach them to the bags. On the last day of school for seniors, go around and deliver them.

4. Glowsticks

Secret: For school dances, you can buy Glowsticks in bulk for a very reasonable price online. At your next dance, set up a table and sell them for a dollar a piece and you can make a good profit.

5. Pizza Sale

Secret: School food is not the best, so try to supplement it with something else. Have a pizza sale one day during lunch, and advertise it well throughout the school!

Secrets for:
Special Activities of
The Month

The West Virginia Key Club District recently reapproved a program called the **Special Activities of the Month**. Each month, a different project has been chosen for clubs to participate in. The following projects are the official projects for this program. I strongly encourage all of you and your clubs to participate in this program. It will be beneficial to not only you, but West Virginia District and Key Club International. If you have any questions, comments, or concerns, please do not hesitate to contact me!

October: Reverse Trick or Treat

Secret: Some kids are not able to enjoy Trick or Treating due to hospitalization and other reasons. In October, Key Clubbers will go to local hospitals homeless shelters, etc. and, donate candy, costumes, and their free time. It doesn't have to be on Halloween, but sometime during the month. Don't forget to dress up!

November: Kiwanis Family Serves the Community

Secret: As November is Kiwanis Family Month, Clubs will volunteer with Kiwanians and other Kiwanis Family members (Builder's Club, Circle K, etc.) and volunteer at a local nursing home/ assisted living community. It will be up the Kiwanis Family members as to what kind of project they would like to do. For instance, it might be bingo. This is a great project that starts traditions for years to come.

December: Hark the Herald Key Clubbers Sing

Secret: The Holiday Season is a time of rejoice and proclaim joys of life. Now it is time for Key Clubbers to proclaim that joy! A Key Club will go to where the joy is needed. Whether it is a nursing home, daycare, hospital, it does not matter. It is up the Key Club where they want to do the project.

January: New Year "Read Aloud"

Secret: January marks a new year, so Key Clubbers will go to local elementary schools and read an inspirational story. Key Clubbers will stress the importance of chasing after their dreams.

February: Spreading Love instead of Tetanus

Secret: Key Clubs will hold fundraisers throughout the month of February to benefit the Eliminate Project! However it has to be related to Valentine's Day! Clubs can sell carnations, Crush Ice, Valentine Grams, or anything else they want! They can also have Valentine Games throughout the month! Just don't forget all proceeds will go to the Eliminate Project!

March: March of Dimes Raffle

Secret: Key Club will put together a basket (or baskets) filled with goodies and sell tickets at lunch. Winning tickets will be pulled, and he/she will win the basket. Proceeds from the project will go the Preferred Charity, March of Dimes.

Secrets for:
The Eliminate Project!

\$1.80. That is all it takes to save a mother and her future children from Maternal and Neonatal Tetanus. \$1.80 can either get you a pack of gum, or it can help a mother and her future babies receive three doses of tetanus vaccination to help immunize them! 1 baby dies every 9 minutes and in one year over 60,000 babies die due to this terrible disease! We can stop it though! Kiwanis International and UNICEF have teamed up together to rid the world of this deadly disease. It will take \$110 million dollars to help immunize 61 million people! As of now the Kiwanis Family has raised over \$14 million. The following project ideas are ways for your clubs to help Eliminate this deadly disease from the planet.

1. Yard Sale

Secret: A yard sale is a great way to bring the Kiwanis Family together to help rid the world of this deadly disease. Have each club member donate items to the yard sale and have all proceeds go toward the Eliminate Project!

2. Student vs. Faculty Game

Secret: Have students and faculty play against each other in a game of volleyball or basketball. Sell tickets for \$3 and have this fundraiser during your last block class!

3. Walk- a Thon

Secret: In your community hold a walk- a thon benefiting the Eliminate Project. You can have several booths be set up, and a local band! You can also have the members of your local Kiwanis, and Builders Club help out! This is a great way to promote the Eliminate Project in your community, and spend time with the other branches of the Kiwanis Family.

Projects!

And

Projects!

And

Projects!

Oh My!

There are many projects associated with Key Club. The more projects that your club participates in, the stronger we will become as a unified, International Organization. If you have any questions about these projects please ask me!

❖ ***Governor's Project- S.E.E.D. (Students Enriching Educational Development)***

The mission of the S.E.E.D project is to enrich the education for elementary and middle school students.

❖ ***District Project- Ronald McDonald House***

The Ronald McDonald House provides parents of children who are in the hospital with a place to stay. Across West Virginia there are three locations where there are Ronald McDonald Houses. They are located in Morgantown, Huntington, and Charleston. For this project you can collect pop tabs, money, supplies, or visit a Ronald McDonald House.

❖ ***Every Child a Swimmer (ECAS)***

This program is offered in the community to help teach kids how to swim. Drowning Rates are alarmingly high, and this free service is a benefit to communities through Key Club International.

❖ ***PB&J – Parent's Buddy and Join***

This program focuses on Key Clubbers encouraging their parent's to join Kiwanis. Kiwanis is our parent organization and we can play a big part in their success! Having our parents join Kiwanis can help us become closer to them, and it will help Kiwanis membership!

If you have any questions about the projects please feel free to ask me about them!

Have a great
Key Club
Year!!

