

POINT SYSTEM

The Point to the Point System

1. WHAT IS THE POINT SYSTEM?

- A. It is a measuring stick for group involvement in a well-balanced program of citizenship projects for the school, community, nation and world.
- B. It is a system of awards honoring those clubs which have involved a large percentage of their members in worthwhile service projects, personality enrichment programs and enjoyable recreational activities.

2. WHY USE THE POINT SYSTEM?

- A. It encourages members to volunteer and to become involved.
- B. It challenges club members to work together to achieve club goals.

3. WHERE DOES A CLUB START?

- A. Awards are named Red, Blue and Gold.
- B. Clubs become eligible for an award each year by earning 1000 points, plus the specific requirements for the award they intend to earn.
- C. At the beginning of the school year, the club decides which award they intend to earn during the current year. (NOTE: School year begins with KAY Leadership Camp and ends in May/June.)
- D. The club declares their award goal preference by marking their choice on their membership list. **Your GOAL choice, located on your MEMBERSHIP LIST must reach the KSHSAA by OCTOBER 15.**

4. WHAT IF... ?

- A. — the club fails to meet its award goal, but still earns 1000 points? The club will receive a Service Award (a green dated bar for club plaque).
- B. — during the course of the year, the club, because of unforeseen or unusual circumstances, wishes to renegotiate its Goal Sheet? It may do so with the approval of the State Director. The club may change from RED to BLUE, or BLUE to GOLD, or a club may need to change from GOLD to BLUE, or BLUE to RED. **CHANGES MAY NOT BE MADE AFTER MARCH 1.**

5. CAMP ATTENDANCE

Camp attendance starts a new KAY school year, therefore attendance may not be applied as a goal requirement for the previous year. Credit for camp attendance applies to the school the camper will be attending that fall.

AWARDS

1. RED

Requirements

- A. **1ST SEMESTER "WHAT IS KAY" PROGRAM:** A club shall complete a first-semester KAY membership program (See Section 7-8)
- B. **OFFICER/BOARD RETREAT:** A club shall have a retreat prior to the start of a new school year or no later than the end of September for Officers, Board Members & Sponsors (See Section 7-9)
- C. **1000 POINTS:** A club shall earn 1000 points during the school year.
- D. **CAMP/CONFERENCE ATTENDANCE:** Attendance at Regional Conferences, Unit Conferences, and KAY Leadership Camp is **strongly recommended (See Section 3-2).**
- E. **SERVICE PROJECTS:** A club shall complete at least two service projects during the year.
- F. **ADM. REPORT:** The principal or superintendent shall receive a summary of the year's activities.

2. BLUE

Requirements

- A. **1ST SEMESTER "WHAT IS KAY" PROGRAM:** A club shall complete a first-semester KAY membership program (See Section 7-8)
- B. **OFFICER/BOARD RETREAT:** A club shall have a retreat prior to the start of a new school year or no later than the end of September for Officers, Board Members & Sponsors (See Section 7-9)
- C. **1000 POINTS:** A club shall earn 1000 points during the school year.
- D. **CAMP ATTENDANCE:** A club shall have sent one or more delegates to KAY Leadership Camp during the current year or one of the two previous years (one out of three years). **See Section 3-2**
- E. **CONFERENCE ATTENDANCE:** A club shall send one or more delegates to a Regional Conference or a Unit Conference during the current year.
- F. **SERVICE PROJECTS:** A club shall complete at least one service project in each service area (school, community, nation and world).
- G. **NEWS ARTICLE/PROJECT REPORT:** A club shall submit one of the following to the KSHSAA: a newspaper article, an original program or a creative service project. (See "Creative Service Project Report" or "Original Program Report" forms in Forms—Section 8.) **NOTE:** Regional and Unit Conference hosts may substitute hosting for the original program or creative service project. (See "Conference Host Evaluation" form in Forms—Section 8.)
- H. **ADM. REPORT:** The principal or superintendent shall receive a summary of the year's activities.

3. GOLD

Requirements

- A. **1ST SEMESTER “WHAT IS KAY” PROGRAM:** A club shall complete a first-semester KAY membership program (See Section 7-8)
- B. **OFFICER/BOARD RETREAT:** A club shall have a retreat prior to the start of a new school year or no later than the end of September for Officers, Board Members & Sponsors (See Section 7-9)
- C. **1000 POINTS:** A club shall earn 1000 points during the school year.
- D. **GOLD PLAN:** A club may elect to meet the Gold Award requirements by selecting one of the following plans:
- PLAN A (Middle School and Senior High):**
Complete all requirements (1-14).
- PLAN B (Middle School):**
Four hundred of the 1000 points shall be earned in one of the four major areas of service (school, community, nation or world). Requirements 1, 8, 9,10,12, and 14 shall also be completed.
- PLAN C (Senior High):**
Six hundred of the 1000 points shall be earned in one of the major areas of service (school, community, nation or world) Requirements 1, 8, 9,10,11,12,13, and 14 shall also be completed.
- E. **CAMP/CONFERENCES:** A club shall participate in Virtual KAY Leadership Camp (see exception below) **AND attend** a Regional Conference or Unit Conference.
Exception for 2020: Due to COVID-19 and the cancelation of KAY Leadership Camp at Rock Springs, a club must attend one live and 15 recorded sessions OR 2 live sessions and 10 recorded sessions OR 3 live sessions and 5 recorded sessions. For more information see Section 3 (KLC 2020 attendance).
- F. **SCHOOL SERVICE: At least 50% of the members shall participate in school service projects during the school year.**
NOTE: To meet the Gold Award requirements for 2, 3, 4, 5, 6, and 7, a club may utilize any number of projects.
EXAMPLE: In a club of 100 members, when completing the school service project requirements, five different school service projects could be selected. Ten different members could participate in one of the five projects and meet the 50% requirement.
- G. **COMMUNITY SERVICE:** At least 50% of the members shall participate in community service projects during the school year. (See **NOTE** and **EXAMPLE** under Requirement #2.)
- H. **NATIONAL SERVICE:** At least 50% of the members shall participate in national service projects during the school year. (See **NOTE** and **EXAMPLE** under Requirement #2.)
- I. **WORLD SERVICE:** At least 50% of the members shall participate in world service projects during the school year. (See **NOTE** and **EXAMPLE** under requirement #2.)
- J. **FUND RAISER:** At least 35% of the members shall participate in raising money during the school year to carry out any of the club projects. (See **NOTE** and **EXAMPLE** under Requirement #2.)
- K. **SOCIAL PROJECT:** At least 35% of the members shall participate in social projects during the school year. (See **NOTE** and **EXAMPLE** under Requirement #2.)
- L. **CLUB PROGRAM:** A required percentage of the membership shall participate in at least one club program. Participation shall be based upon the following ratios:
1. In clubs with less than 50 members, 75% shall participate in at least one club program.
2. In clubs with 51 to 100 members, 65% shall participate in at least one club program.
3. In clubs with more than 100 members, 45% shall participate in at least one club program. (To meet this requirement see **NOTE** and **EXAMPLE** under Requirement #2.)
- M. **PROJECT REPORT:** A club shall submit an **original** program **OR** a **creative service** project report. (See “Original Program Report” or “Creative Service Project Report” in Forms—Section 8.)
NOTE: Regional and Unit Conference hosts may substitute hosting for the original program or creative service project, and they must complete the report.
- N. **NEWS ARTICLES:** A club shall submit to KSHSAA one or more newspaper articles which pertain to its projects, parties and programs. Newspaper articles still preferred if possible; otherwise, copy of article in school/district newsletter; screen shot of KAY website; etc.
- O. **OFFICER/BOARD MEETINGS:** Members of the Board of Directors and officers (see *Constitution*) shall attend one or more planned meetings a month. (At least 75% of the regular board members and officers shall be present unless excused because of illness or death in the family.)
- P. **WEEKLY MEETING WITH SPONSOR:** The president or a designated leader shall meet with the sponsor at least once a week to discuss club plans.
- Q. **CLUB RECORDS:** Presidents shall keep a complete record of the club’s activities
- R. **ADM. REPORT:** The principal or superintendents shall receive a summary of the club’s activities and accomplishments.

How to Keep Point Records

1. Prepare a copy sheet of the requirements for your award. Distribute to all members.
2. Prepare a bulletin for each major project and party: List the chairperson of each committee and their assignments List the dates and locations of committee meetings
List the date when the work is to be completed
3. Prepare a work sheet for board members to fill out at the beginning of each board meeting. (See *Sample Weekly Point Report.*)
4. Prepare and place a large chart in a prominent spot so club members can follow their progress. (See *Sample Yearly Point Chart.*)
5. As soon as a project is completed, write it on your Point Report (*found in Forms—Section 8*).

SAMPLE WEEKLY POINT REPORT

Board Member's Name _____ Date _____

MEMBERS	Faculty Welcome	Reception for New Students	Ma, Pa and Me Party	Caroling Party	Trick or Treat for UNICEF	One Hour to Community	Cancer Drive	Dress-Up Day	Faculty Appreciation	School Beautification	Safety Drives	Garage Sale	Meals for Millions	CARE	Installation Program
Baker, Alex															
Davis, Cooper															
Fitzmorris, Elizabeth															
Harris, Gabby															

SAMPLE YEARLY POINT CHART

1* = 1st Semester 2 = 2nd Semester

MEMBERS	Programs		Community Service		World Service		School Service		Finance		Recreation		National Service	
	1*	2	1*	2	1*	2	1*	2	1*	2	1*	2	1*	2
Jacobs, Irene														
Lincoln, Karl														
Nichols, Matt														

Points for Projects Point Appraisal Charts

Clubs may participate in any worthwhile service project. Following are the Point Appraisal Charts which list numerous examples of service projects for school, community, nation and world. Also included are charts which indicate points to be earned for various club activities and club administration.

If a description of your project (or a similar project) is not listed, please submit to the KSHSAA a description of your project, the percentage of members who participated, and the amount of time spent. Your club will then be advised of how many points it is entitled to receive.

NOTE: The following lists of suggested projects are by no means exhaustive! If your club completes a project not listed, look for a similar project and award the points indicated. If you have questions, contact the KAY office.

SCHOOL SERVICE

Point Appraisal Chart					
<i>(Points are determined by the percentage of the membership participating in a project)</i>					
		Points for % of Participation			
		1-24%	25-49%	50-74%	75-100%
1.	Assembly for entire student body by members of club (minimum—5 hrs. of preparation)	45	50	100	150
2.	Book for library (<i>One point for each \$1 spent on each book</i>)	—	—	—	—
3.	Bulletin board to announce club activities or school events (<i>limit 9</i>)	15	50	100	150
4.	Cleaning and beautifying school grounds	25	50	100	150
5.	Cleaning school trophy cases	25	50	100	150
6.	Club members assisting the school nurse, librarian, principal or sponsor for an average of one hour a week for a semester	20	50	100	150
7.	Faculty Appreciation	20	50	100	150
8.	Provide entertainment at lunch time	35	50	100	150
9.	Project to purchase gift to school, costing more than \$25	35	50	100	150
10.	Baby sit for Parent Teacher Conferences	25	50	100	150
11.	Good-grooming day for the club	25	50	100	150
12.	Handbooks for freshmen	25	50	100	150
13.	Magazine subscription for school library (<i>1 point for each \$1 spent on each magazine</i>)	—	—	—	—
14.	Project to provide a movie for entire school	25	50	100	150
15.	Orientation of new students (<i>guides, posters, bulletins, welcome wagon, etc.</i>)	35	50	100	150
16.	Assisting with school picture day	25	50	100	150
17.	Sponsor a Ping Pong Tournament	30	50	100	150
18.	Program for parents (<i>not to include banquet or tea for parents</i>)	35	50	100	150
19.	Student Appreciation Projects	25	50	100	150
20.	Redecorating a recreation room, faculty lounge, or student room	45	50	100	150
21.	Flag Raising each day	25	40	80	150
22.	Cleaning up after hosting an athletic event	45	50	100	150
23.	Removal of gum from desks and seats in auditorium	25	50	100	150
24.	Removal of writing from walls	15	50	100	150
25.	Guest speaker for a school assembly paid for by the club (<i>50 points</i>)	—	—	—	—
26.	Purchase and plant tree(s) for school grounds; Arbor Day program	20	50	100	150
27.	Tutoring students: A member may assist another student with classwork upon the approval of the club sponsor and the faculty member in whose class the student is enrolled	25	50	100	150
28.	Welcome of each new student (<i>visit to home, or invitation for refreshments</i>)	10	50	100	150

COMMUNITY SERVICE

Point Appraisal Chart (See NOTE on page 4)					
<i>(Points are determined by the percentage of the membership participating in a project)</i>					
		Points for % of Participation			
		1-24%	25-49%	50-74%	75-100%
1.	Adoption of needy family at Thanksgiving, Christmas, Easter	25	50	100	150
2.	Beautification of city property	25	50	100	150
3.	Caroling	10	50	100	150
4.	Christmas party for less fortunate children	25	50	100	150
5.	Crafts class (points may be counted for each time the class is conducted)	25	50	100	150
6.	Disaster relief	25	50	100	150
7.	Easter egg hunt for children	35	50	100	150
8.	Make placemats for Meals on Wheels	35	50	100	150
9.	"Rake and Run"; "Shovel Snow & Go"	25	50	100	150
10.	First-aid class: CPR class, AED	25	50	100	150
11.	Gifts, scrapbooks, tray favors or tray mats for the following: Veterans' hospitals; state hospitals; mental health, rehab. & youth centers; nursing homes, etc.	25	50	100	150
12.	Sponsor Craft Day for the community	25	50	100	150
13.	May baskets for shut-ins	25	50	100	150
14.	Nursery during PTA, school open house, or community meetings	25	50	100	150
15.	Play day or evening for children (perhaps during holiday shopping season)	35	50	100	150
16.	Program on cancer, lung disease, arthritis, Alzheimer, etc.	45	50	100	150
17.	Program to promote Healthy Lifestyles	45	50	100	150
18.	"Get Out the Vote" for state and local elections; promote voter registration	45	50	100	150
19.	Make Valentine's or place mats for Senior Citizens.	25	50	100	150
20.	Purchase and plant trees/shrubs	20	50	100	150
21.	Party for senior citizens; adopt a grandparent; Sr. Citizen Prom	20	50	100	150

RECREATION

Point Appraisal Chart (See NOTE on page 4)					
<i>(Points are determined by the percentage of the membership participating in a project)</i>					
		Point for % of Participation			
		1-24%	25-49%	50-74%	75-100%
1.	All-school party	35	50	100	150
2.	Club party	15	50	100	150
3.	Faculty Appreciation Meal (<i>banquet, luncheon, breakfast</i>)	35	50	100	150
4.	Parent/member banquet	35	50	100	150
5.	Parent/member reception	20	50	100	150
6.	Parent/member recreation night	25	50	100	150
7.	Elementary School Field Day	35	50	100	150
8.	Assist with Special Olympics	35	50	100	150
9.	Secret Pal project	10	50	100	150
10.	Welcome party for all new students	20	50	100	150

NATIONAL SERVICE

Point Appraisal Chart (See NOTE on page 4)

(Points are determined by the percentage of the membership participating in a project)

		Point for % of Participation			
		1-24%	25-49%	50-74%	75-100%
1	Red Cross Bloodmobile assistants/promotion	25	50	100	150
2.	Cancer Drive	25	50	100	150
3	“Citizens Who Care” rally— <i>(Students involve community in volunteer program for national projects.)</i>	45	50	100	150
4.	Locks of Love	40	75	100	150
5.	“Coffee Break” highway stations <i>(during the holiday seasons)</i>	35	50	100	150
6.	Easter Seals	25	50	100	150
7.	Flower Sales	25	50	100	150
8.	“Get Out the Vote” for national elections (rides for elderly)	25	50	100	150
9.	Heart Drive	25	50	100	150
10.	Kidney Foundation	25	50	100	150
11.	Lung Association	25	50	100	150
12.	March of Dimes	25	50	100	150
13.	Muscular Dystrophy Telethon	25	50	100	150
14.	Make a no-sew fleece blanket for a child in need through <u>Project Linus</u>	25	50	100	150
15.	Poverty program assistance	25	50	100	150
16.	Disaster relief	25	50	100	150
17.	Roadside park beautification	25	50	100	150
18.	Ronald McDonald House	25	50	100	150
19.	Salvation Army	25	50	100	150
20.	Servicemen and women <i>(gifts, letters)</i>	25	50	100	150
21.	Sponsor patriotic speaker <i>(50 points)</i>	—	—	—	—
22.	United Cerebral Palsy	25	50	100	150

WORLD SERVICE

Point Appraisal Chart (See NOTE on page 4)

(Points are determined by the percentage of the membership participating in a project)

		Point for % of Participation			
		1-24%	25-49%	50-74%	75-100%
1.	Project to adopt a foreign, displaced or needy family	40	50	100	150
2.	Project to adopt a needy school	40	50	100	150
3.	Project to adopt an orphan	35	50	100	150
4.	CARE, CROP, Project HOPE	25	50	100	150
5.	Operation Christmas Child	40	50	100	150
6.	Disaster relief	25	50	100	150
7.	Foreign student as guest speaker <i>(50 points)</i>	—	—	—	—
8.	Weekend gathering for foreign exchange students	25	50	100	150
9.	Heifer Project International	25	50	100	150
10.	Save the Children Federation	25	50	100	150
11.	Cultural fair/international dinner	25	50	100	150
12.	Write a letter to your elected official about a cause you believe in.	25	50	100	150
13.	United Nations (UNICEF)	25	50	100	150

Points for Additional Activities

KAY Clubs may earn points by membership participation in activities other than service projects. These areas include club finance, programs, membership, attendance and club administration. Use the following point appraisal charts for all activities which fall within these categories:

Point Appraisal Chart

Finance	POINTS
75-100% participation	150
50-74% participation	100
25-49% participation	50
15-24% participation	25
10-14% participation (<i>minimum—10%</i>)	15
Club Programs	
Participation in a club program shall be interpreted to mean any member appearing in front of the group to sing, to speak, to act, to present, to announce or to assist with stage or scenery.	
75-100% participating in programs during the year	200
50-74% participating in programs during the year	150
35-49% participating in programs during the year	100
25-34% participating in programs during the year	50
15-24% participating in programs during the year (<i>minimum—15%</i>)	30
Membership	
Increase club membership by 10% over previous year	35
50-100% of the boys or girls enrolled in the school belonging to KAY	200
25-49% of the boys or girls enrolled in the school belonging to KAY	100
15-24% of the boys or girls enrolled in the school belonging to KAY (<i>minimum—15%</i>)	50
Board of Directors	
All members of the Board of Directors attending all scheduled meetings of the board	100
All Members of the Board of Directors attending 75% of the meetings of the board	75
Sponsors	
Sponsor attending 100% of the Board of Directors' meetings	50
Sponsor attending the Regional Conference	10
Sponsor attending the Unit Conference	10
Sponsor attending the Sponsors Session (even-numbered years)	25
Leadership Training	
Delegates attending 2 live Virtual KAY Leadership Camp sessions	100
Delegates Attending a Regional Conference	50
Student speakers or chairpersons presenting at Regional Conference	35
Delegates attending a Unit Conference	50
State Administration/Service	
Assisting a new club to organize	250
Dues submitted to KSHSAA by October 15	10
Local club newspaper article placed online in "KAY Clips"	5
KAY Point Report in by May published deadline	10
KAY President's Report in by May published deadline	10
KAY Sponsor's Report in by May published deadline	10
Host School for Regional Conference	300
Host School for Unit Conference	200
Semester Report (<i>See Forms—Section 8.</i>)	10
Donation to the Wanda May Vinson Scholarship Fund	20

RED, BLUE, GOLD GOAL REQUIREMENT – A.

A club shall complete a first-semester KAY membership program.

“WHAT IS KAY” PROGRAM

OBJECTIVE: Provide club members with information about the KAY program.

- A. **PROGRAM/ACTIVITY** is to take place first semester (preferably, immediately after completing your membership drive).
- B. **TYPE OF PROGRAM/ACTIVITY** (i.e., method of presentation, etc.) is to be decided by the officers, board members and sponsor(s). Possibilities could include, but are not limited to the following:
1. Game Show Style (Jeopardy, Family Feud, etc. – where questions are asked/answered)
 2. Skit (perhaps using yearly theme, etc.)
 3. Contest (Banana Split building, Scholars Bowl format, etc.)
 4. Regular program (i.e., reading information, speaker, etc.)
- C. **THE PROGRAM/ACTIVITY** should include, but is not limited to the following:
1. **WHAT IS KAY** (see: *Brochure*; **Handbook-Section 1-1**; *KAY Web page*)
 2. **MEMBERSHIP INFORMATION** –
 - KAY is unique to Kansas (one-of-a-kind student organization)
 - Any boy or girl in grades 7-12 may join the KAY program.
 - Approximately 150 high school and Middle/Jr. Highs have clubs
 - Approximately 7,500 members each school year
 3. **DECLARATION OF PRIVILEGES** (Pledge, Privileges, Objectives, Motto, Slogan)
(see: *Brochure*; **Handbook-Section 1-3**; *KAY Web page*)
 4. **LEADERSHIP TRAINING** (KAY Leadership Camp, Regional and Unit Conferences)
(see: *Brochure*; **Handbook-Section 3**; *KAY Web page*)
 5. **ACHIEVEMENT RECOGNITION** (i.e., Goals and how clubs earn them)
(see: *Brochure*; **Handbook-Section 7**; *KAY Web page*)
 6. **LOCAL CLUB INFORMATION** (introduce sponsor(s), officers, board members; review plans for the year - activities, special events, etc.).
- D. **INDICATE REQUIREMENT COMPLETION ON POINT REPORT (YES/NO)**. Points will not be recorded for this activity. Clubs may receive additional points by submitting a written program on the *KAY Original Program Report*.
Only detailed reports will be accepted. **Report due May 15.**



RED, BLUE, GOLD GOAL REQUIREMENT – B.

A club shall have a retreat prior to the start of a new year or no later than the end of September for all officers, board members and sponsors.

“OFFICER/BOARD RETREAT”

OBJECTIVE: Provide club leaders with needed information for their important leadership role.

**NOTE: THE AGENDA FOR THIS RETREAT IS THE KAY AUGUST BOARD WORKSHOP (2-4).
PLEASE ADD TOPICS AS NEEDED.**

ESTABLISH DATE/TIME/LOCATION: It is strongly recommended this retreat take place prior to the start of the yr.

- 1.Set a date and time in advance so schedules can be protected.
- 2.Allow 2-3 hours for thorough discussion of materials and contents on agenda.
- 3.Provide refreshments or have a Taco Bar, etc. for lunch.

MATERIALS: Provide all attendees with a notebook/folder that includes but is not limited to the following:

- 1.Responsibilities and duties for each club position (see Section 1, add other expectations for position as needed)
- 2.List of officers, board members and sponsors with contact information. Discuss how group will communicate best.
- 3.Club/school calendar (use when scheduling meetings, activities, etc. to avoid conflicts). Set mtg. dates.
- 4.Attendance expectations/policy for officers and board members.



INDICATE REQUIREMENT COMPLETION ON POINT REPORT (YES/NO). Points will not be recorded for this activity.