

THE DISTRIBUTIVE EDUCATION CLUBS OF VIRGINIA FOUNDATION

CONSTITUTION AND BYLAWS

Article I. Name

The official name of this organization is The Distributive Education Clubs of Virginia Foundation, and is hereinafter referred to as "Virginia DECA."

Article II. Purposes

The purposes of this organization are to:

- Assist chartered chapters of Virginia DECA in their growth and development;
- Complement and enrich the development of occupational competence necessary for careers in marketing, finance, hospitality, management, and entrepreneurship.
 - This aligns with DECA, Inc.'s mission, which is: *"DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality, and management in high schools and colleges around the globe."*
- Promote understanding and appreciation of the responsibilities of citizenship in our private, competitive free enterprise system;
- Provide an avenue for leadership and self-development

Article III. Organization

Section 1

Virginia DECA is a co-curricular organization of chartered chapters in local marketing programs in the Commonwealth of Virginia, acting in accordance with and by the legal authority derived from a charter granted by the state association.

Section 2

The Virginia DECA Board of Trustees shall be comprised of the following:

- Two representatives from each of the Virginia DECA regions who are current chapter advisors and who are professional members of Virginia DECA.
- One local administrator who is a professional member of Virginia DECA and has served as a DECA Advisor.
- Virginia State Marketing Specialist (non-voting, consulting).
- Charter Association Advisor, also referred to as the Virginia DECA Specialist (non-voting, consulting).

Section 3

Virginia DECA Board of Trustees members will be elected according to the following criteria:

- The term of office of a Virginia DECA Board of Trustees member shall be for three years.
- Board of Trustees candidates must secure approval from their school administrators to run for election, and this approval must be certified when they file for candidacy.
- Advisors may run for election in areas in which their chapter is located.
- Candidates must have a minimum of five years of teaching experience in Marketing and must have participated in at least five Virginia DECA State Leadership Conferences.
- Candidates must be paid professional members of Virginia DECA and DECA, Inc., at the time candidacy is filed and during the entire five-year term of office.
- DECA chapters must be affiliated with Virginia DECA and DECA Inc., at the time candidacy is filed and during the entire term of office.
- Candidates, at the time of filing, must certify that, if elected, they will attend scheduled meetings in the Fall and Spring of each academic year and any additional meetings that may be scheduled.

Article IV. Membership

Section 1

The local chapter of any marketing program that has been approved and/or recognized by the Virginia Department of Education may be chartered as a Virginia DECA chapter upon approval by the Virginia DECA Board of Trustees and affiliation with the state and DECA Inc. Virginia DECA will recognize individual student memberships only through chartered chapters.

Section 2

Annual membership dues shall be determined by the voting delegates with the approval of the Board of Trustees. The membership year shall be August 1 to July 31 inclusive. State membership dues may match but not exceed the amount for DECA, Inc. dues. Dues will be unified to include state and national membership.

Section 3

Members of Virginia DECA shall be:

- Students enrolled in the approved marketing program(s) at the secondary school level and/or any student enrolled at a school with a Virginia Department of Education approved marketing program in accordance with local, state, and federal law;
- Educators who are currently teaching in an approved marketing program at the secondary or postsecondary level as defined by the Virginia Department of Education.

- Alumni of approved marketing programs and business and professional persons may join through a chartered chapter or through the Virginia DECA Specialist's office.
- Membership will align with the membership categories of DECA Inc. (*student, alumni, professionals*).

Article V. Voting

Section 1

Chartered chapters shall exercise their voting privileges through voting delegate(s) at the annual meeting. The number of active members in each chartered chapter shall determine the number of votes per chapter. One (1) vote shall be allowed for each affiliated chapter with less than one hundred (100) members. An additional one hundred (100) members or fraction thereof, shall be allowed one (1) additional vote. For each chapter with two hundred one (201) or more members or fraction thereof, one additional voting delegate will be allowed per chapter. An additional vote will be allowed per chapter for each one hundred (100) members or fraction thereof, thereafter.

Section 2

Sixty (60) days prior to the annual business meeting of Virginia DECA, the determination of the apportionment of the votes will be made according to reported enrollment.

Section 3

Chapters may send one delegate to cast all chapter votes or may send a delegate for each vote entitled their chapter or any combination thereof.

Article VI. Meetings

Section 1

The annual business meeting of Virginia DECA will be held at the State Leadership Conference, with the time and place to be designated by the Board of Trustees of Virginia DECA.

Section 2

Parliamentary procedure using Robert's Rules of Order Newly Revised shall govern all meetings of Virginia DECA.

Section 3

The quorum for the annual business meeting shall be 60 percent (%) of the chapters present at the State Leadership Conference.

Article VII. Officers

Section 1

All secondary student state association members, except graduating seniors, are eligible for candidacy for all state offices. To be eligible for office, candidates must:

- Have a scholastic average of 3.0 or higher (an “A” letter grade being equivalent to 4.0) for the previous three completed semesters of school prior to the annual State Leadership Conference;
- Attain a minimum level of proficiency on the written DECA Information Examination as set by the Virginia Marketing Specialist and/or Virginia DECA Specialist;
- Submit the approved officer candidate application;
- Be interviewed and approved as a candidate for that office by the official nominating committee before being placed in nomination; and
- Be a secondary state association member during the term of office.

Section 2

All secondary student association members, except graduating seniors, are eligible for the office of District President and will be selected from district members by an approved district selection process. To be eligible for office, candidates must:

- Have a scholastic average of 3.0 or higher (an “A” letter grade being the equivalent of 4.0) for the three previous semesters prior to the District Leadership Conference;
- Submit the approved district candidate application; and
- Be a secondary state association member during the term of office.

Section 3

State officers for Virginia DECA shall be elected for a one-year term by a point system as determined by the Virginia Marketing Specialist, the Chartered Association Advisor (Virginia DECA Specialist), and the Board of Trustees.

Section 4

State officers of Virginia DECA shall consist of:

- **President** – Connect with members, support others, hold accountable, public appearances.
- **VP Leadership** – chapter campaigns, non-competitive events, relate with advisors, community service, assist President.
- **VP Hospitality** – membership, fun interactive activities at conferences, advocacy.
- **VP Marketing** – promotion, branding, recruitment, social media.
- **VP Career Development** – competitive events preparation and resources, partnerships.
- **Regional VPs** – chapter communication, DLC events, liaison with District Presidents, identify and communicate regional needs.

State officers shall serve from the time of the official induction ceremony at the Virginia DECA officer training until the next annual induction ceremony.

Article VIII. DECA, Inc.

Section 1

Virginia DECA shall maintain membership in DECA, Inc., as a chartered state association.

Section 2

Virginia DECA shall be represented by official delegates to the annual meeting of DECA, Inc., in compliance with attendance criteria for that meeting.

Article IX. Advisors

Section 1

Virginia Marketing Specialist. The Virginia Marketing Specialist shall be the person appointed by the Director of the Office of Career and Technical Education, Virginia Department of Education.

Section 2

Chartered Association Advisor. The Chartered Association Advisor shall be the person designated to fulfill the duties of the Career and Technical Education Student Marketing Organization, Virginia DECA.

Section 3

The Virginia DECA Board of Trustees shall act in an advisory capacity to the Chartered Association Advisor (Virginia DECA Specialist). The Board shall act upon recommendations of committees and recommend policy and directions in maintaining an effective program of youth activities. Advisory committees may be appointed by the Virginia DECA Board of Trustees whenever deemed necessary. The Board of Trustees will oversee all Virginia DECA finances and will furnish an annual financial statement to each local chapter.

Section 4

District Advisor. The District Advisor shall be a chapter advisor who is selected annually and who is charged with carrying out the state program of activities in that DECA district.

Section 5

Chapter Advisor. The Marketing teacher-coordinator(s) in each local Marketing program will serve as advisors for the local DECA chapter.

Article X. Emblem and Colors

Section 1

The emblem of Virginia DECA shall be a diamond-shaped design as described and protected from infringement by Trademark Numbers 260126, 260515, 260521, 260909, and 260920 as filed with the Patent Office of the United States Department of Commerce.

Section 2

The colors of this association shall be blue, metallic gold, and metallic silver.

Article XI. Amendments

To amend this Constitution and Bylaws, the following steps must be taken:

- The proposed amendment(s) must be submitted in writing by the chartered chapter proposing the amendment(s) to all chartered chapters and to the Virginia State

Marketing Specialist, and Chartered Association Advisor (Virginia DECA Specialist) of Virginia DECA at least sixty (60) days prior to the annual business meeting.

- The proposed amendment(s) will be presented for approval to the voting delegates at the annual business meeting. The amendment is considered to be approved for ratification by three-fourths of the voting delegates present at the annual business meeting.
- Once approved for ratification, all chartered chapters will receive a ballot that reflects the amendment(s) approved at the annual business meeting within 30 days after the close of the State Leadership Conference.
- Chartered chapters will receive a number of votes equal to the number of voting delegates for which they are eligible to the State Leadership Conference.
- A fifty-one (51) percent vote by chartered chapters returning ballots will be required for approval of the amendment(s). A quorum for this vote will be one-half of affiliated chapters in the state association.