

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;
- Promote understanding and appreciation for the responsibilities of citizenship in our private, competitive free enterprise system, and;
- Provide an avenue for leadership and self-development.

Article III. Organization

Section 1

Virginia DECA is an 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 each from the Eastern, Northern, and Western areas who are current chapter advisors and who are professional members of Virginia DECA;
- One local supervisor who is a professional member of Virginia DECA;
- One university representative who is a professional member of Virginia DECA;
- State Association Advisor (nonvoting)
- State DECA Specialist (nonvoting, 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 teaching experience in Marketing in Virginia and must have attended at least three 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 term of office, or
- Candidates must be teaching Marketing and serving as a local chapter advisor at the time candidacy is filed and during the entire three-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 October and May 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 Marketing Education Program of the Virginia Department of Education may be chartered as a chapter of Virginia DECA upon approval of the Board of Trustees and affiliation with the state association. 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;

- 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 DECA Specialist's office.

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 chapter with less than sixty-six (66) members. For each additional sixty (60) members or fraction thereof, one additional voting delegate will be allowed per chapter.

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 75 percent (%) of the chapters present at the State Leadership Conference.

Article VII. Officers

Section 1

All secondary student state association members are eligible for the state office of president, executive vice-president, secretary, are vice-president, reporter, and historian, with the exception of graduating seniors who may file only for the office of president or executive vice-president. To be eligible for office, candidates must:

- Have a scholastic average of 2.5 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 State Association Advisor and/or 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 state 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 2.0 or higher (an “A” letter grade being 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 ballot by majority vote of the voting delegates present at the annual business meeting.

Section 4

State officers of Virginia DECA shall consist of:

- President. It shall be the duty of the President to preside over all business meetings, to preside over all state officer-planning meetings; to make all necessary committee appointments, including the designation of

committee persons; to develop with the state officers a Program of Work; and to be available as necessary in promoting the general welfare of Virginia DECA.

- Executive Vice President. It shall be the duty of the Executive Vice President to serve at the direction of the president; to accept the responsibilities for the President as occasions may demand; and to be available as necessary in promoting the general welfare of Virginia DECA.
- Secretary. It shall be the duty of the Secretary to serve at the direction of the president; to record the proceedings of all business and officer-planning meetings; to accumulate the minutes and/or proceedings of all committee meetings; and to present any financial and membership reports necessary in promoting the general welfare of Virginia DECA.
- Reporter. It shall be the duty of the Reporter to serve at the direction of the President; to work with the officers and advisors in corresponding with the local chapter; and to encourage communication on a statewide level.
- Historian. It shall be the duty of the Historian to serve at the direction of the President; to record and document the historical events; and to keep a permanent record of activities set forth in the State Officers Program of Work for the current year.
- Area Vice President. It shall be the duty of the Area Vice President to serve at the direction of the President; to assist the district advisor in directing all district DECA activities; to visit local chapters; and to encourage membership in local DECA chapters, Virginia DECA and DECA, Inc.

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

State Association Advisor. The State Association Advisor shall be the person appointed by the Director of the Office of Career and Technical Education Services, Virginia Department of Education.

Section 2

DECA Specialist. The DECA Specialist 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 State Association Advisor. 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 control 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 advisor(s) 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 652,076 and 663,265 as filed with the Patent Office of the United States Department of Commerce. The wearing and use of this emblem as it applies to Virginia DECA will be governed through each chartered association under policy established by the Board of Directors.

Section 2

The colors of this association shall be blue and gold.

Article XI. Amendments

Section 1

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 State Association Advisor 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 seventy-five 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.