**CONSTITUTION**

**OF LOUISIANA DECA**

**(DISTRIBUTIVE EDUCATION CLUBS OF AMERICA)**

Adopted October 2000/Amended October 2003, 2006, 2007, 2013, 2016

ARTICLE I--NAME

Section 1. The official name of this organization shall be "Distributive Education Clubs of America/Louisiana DECA" and may be referred to as "Louisiana DECA". The organization shall consist of two divisions: high school division and collegiate division.

ARTICLE II--PURPOSE

Section 1. To assist our members in the growth and development of DECA.

Section 2. To develop professional business skills, leadership abilities, a career focus on business-related fields and an understanding and appreciation of civic responsibilities and ethical values.

Section 3. To develop a respect for education in marketing, business administration and management, hospitality/tourism, culinary arts, marketing, fashion merchandising, finance, and entrepreneurship that will contribute to occupational competence and career success.

ARTICLE III—ORGANIZATION

Section 1. Those recognized as ACTIVE MEMBERS of the high school division of this organization shall be students enrolled in a high school Marketing Education Program as approved by the State of Louisiana. Students enrolled in non-cooperative education Marketing Education courses, including preparatory courses and related marketing education courses, or those students with a career interest in marketing, management, or entrepreneurship or in a leadership-type career shall be ACTIVE MEMBERS of Louisiana DECA.

Section 2. The classes of high school membership that shall be recognized are

\* High School Division/Associate members

\* Alumni Division members

\* Professional Division members

\* Honorary Life members (those eligible to become HONORARY MEMBERS shall be leaders in the field of education, business or government and must be approved by the Louisiana High School Executive Council. HONORARY MEMBERS shall be exempt from dues.)

Section 3. Those recognized as ACTIVE MEMBERS of this the collegiate division of this organization shall be students enrolled in a college, university or other educational system beyond high school who are typically formed around academic program areas such as marketing, finance, hospitality, management and entrepreneurship.

Section 4--The classes of collegiate membership that shall be recognized are

\* Collegiate members

\* Alumni Division members

\* Professional Division members

\* Honorary Life members (those eligible to become HONORARY MEMBERS shall be leaders in the field of education, business or government and must be approved by the Louisiana DECA Collegiate Executive Council. HONORARY MEMBERS shall be exempt from dues.)

ARTICLE IV--VOTING

Section 1. Each local chartered chapter, whether high school or collegiate, shall be allowed to elect voting delegates according to the following chart (active equals paid memberships of all membership classes to both state and national DECA organization):

1-20 active members 1 delegate

21-30 active members 2 delegates

31-40 active members 3 delegates

41-50 active members 4 delegates

51-60 active members 5 delegates

This pattern is to be continued as far as necessary to accommodate the membership of a chapter.

Section 2. Electronic proxy voting will be allowed for the collegiate division for those active members not able to participate at CDC as collegiate division competitions do not necessarily require members be present for competition.

Section 3. A majority of the participating delegates registered for a state function and who are in attendance at a business session shall constitute a quorum.

Section 4. For purposes of constitutional amendments and national officer elections at ICDC, the names of voting delegates, voting delegates will be named from the state officers in this order:   
(1) President, (2) Vice-President of Leadership, (3) Vice-President of Marketing & Communications, (4) Vice-President of Finance and Career Development, and (5) Vice-President of Hospitality. If the number of voting delegates decreases, the State Advisor will remove from the bottom up. If the number increases to more than 5, voting delegates will come from the largest chapter attending ICDC. For the collegiate division, voting delegates will include the state president and then will follow the standards set forth by the national organization for selecting any other voting delegates.

ARTICLE V-OFFICERS

Section 1. The election of state officers shall take place at a regular business meeting of the state Career Development Conference.

Section 2. Persons desiring to become candidates for all State Offices must satisfy all qualifications for the office sought. The qualifications will be those as listed on the Louisiana DECA State Officer Application which is also posted on the official La. DECA website.

Section 3. Candidates for all state offices must be an active member in high school or collegiate division when elected. They must have the ability and willingness to assume the responsibilities and duties set forth in the Constitution and By-Laws for the office they seek and those duties and responsibilities set for on the official State Officer Application. Rules for the collegiate division officer candidates are set forth in the Constitution By-Laws.

Section 4. The officers shall each sign an officer “Code of Conduct.” Violation of the Code of Conduct can be grounds for removal from office. The Executive Council can remove an officer from office with a majority vote.

Section 5. The duties of the high school officers shall be as follows:

**President:** to call to order and preside at all meetings and perform any other duties assigned to him by the Constitution, By-Laws, or Delegates. The President will practice the “Entrepreneurial” and “Management” elements of DECA’s Mission Statement and is responsible for connecting with Chartered Association Officers and establishing chapter vision, management, and organization that ensures each chapter officer has the training, support, accountability, and resources to deliver a powerful DECA experience for each DECA member.

**Vice-President of Leadership:** to be responsible for all non-competitive event career and leadership activities such as DECA Campaigns, Community Service, Recognition & Scholarships, and Leadership Training.

**Vice-President of Marketing and Communications**: to be responsible for initial member recruitment, branding, promotions, correspondence and social media.

**Vice-President of Finance & Career Development:** to be responsible for budgeting, accounting, fund development efforts as well as programs to allow members to explore different career paths

**Vice-President of Hospitality**: to be responsible for connecting members and guests to a welcome, value-filled, fun educational experience.

Section 6. The duties of the Collegiate Division officers shall be as follows:

**President:** It shall be the duty of the President to call to order and preside at all meetings and perform any other duties assigned to him/her by the Constitution, By-Laws, or Delegates.

**Chapter Representatives:** Each chapter will elect a representative to sit on the Collegiate Executive Council to represent their chapter. In the event the President leaves office, it shall be the responsibility of the Chapter Representatives to elect a new president to assume the duties of that position.

**State Liaison:** An outgoing high school state officer attending a college or university in Louisiana shall be chosen through application and approved by members of the Louisiana DECA Board and Collegiate Executive Council to facilitate the transition of members from the high school division to the collegiate division. It shall also be the responsibility of the State Liaison to act as a consultant for the Collegiate Executive Council on matters relating to the Louisiana delegation.

Section 7. The Executive Council of the High School division will be made up of all state officers and the advisors of the state officers and those other members listed in the By-Laws. The Executive Council of the Collegiate division will be made up of the president, the chapter representatives and those others listed in the By-Laws.

ARTICLE VI--FINANCE/EXPENDITURES

Section 1. The following expenses maybe defrayed by Louisiana DECA as approved by the DECA State Advisor and Executive Council:

Expenses stipulated to be paid in the contracts of the State Advisor and Conference Coordinator;

Mileage by the Executive Council adult members to cover travel to official Executive Council

meetings (using state travel guidelines);

Registration costs, lodging expenses, and some meals of the State Officers as listed in the State

Officer Application packet;

Any expenses pre-approved by the Executive Council.

Section 2. No expenditures other than those so authorized by this Constitution and By-Laws over five hundred dollars ($500) should be made without the majority vote of the Executive Council. If the money comes from another source where it was previously stipulated as to how it was to be spent, then it can be spent as stipulated.

ARTICLE VII--DELEGATES TO STATE CAREER DEVELOPMENT CONFERENCE

Section 1. Those active members eligible to attend the State Career Development Conference shall be members in good standing who are duly elected voting delegates, workshop attendees, and/or competitive activity participants (candidates for state office must be actively involved in competition).

ARTICLE VIII--ORDER OF BUSINESS

Section 1. The order of business for the regular business meeting shall be as follows.

1. call to order
2. roll call
3. reading of the minutes of the previous meeting
4. reports of the officers
5. reports of standing committees
6. reports of special committees
7. unfinished business (if any)
8. new business
9. announcements
10. adjournment

ARTICLE IX--AMENDMENTS

Section 1. To amend this Constitution, the proposed amendments must be presented in writing to the Executive Council in the respective division. The Executive Council must decide by majority vote whether or not to send the amendment(s) to a general membership vote. The membership must approve an amendment by a three-fourths majority vote for adoption.

Section 2. To amend the By-Laws, the proposed amendments must be presented in writing to the Executive Council in the respective division by any DECA member. The Executive Council must decide by majority vote whether or not to send the amendment(s) to a general membership vote. The membership must approve an amendment to the By-Laws by a simple majority vote for adoption.

**BY-LAWS OF**

**LOUISIANA DECA**

**(DISTRIBUTIVE EDUCATION CLUBS OF AMERICA)**

Adopted October 2000/Amended March 2001, October 2003, 2006, January 2009, October 2013, October 2016

ARTICLE I--ORGANIZATION

Section 1. The Louisiana DECA High School Executive Council will consist of the State Advisor, the state President, the Vice-President, the Regional Vice-Presidents, and the Advisors of the student officers. The state President shall serve as the chairman of the Executive Council. The Louisiana DECA Collegiate Executive Council will consist of the Collegiate State Advisor, state President, a Student Representative from each chapter, the State Liaison, and a chapter advisor. The state President shall serve as the chairman of the Executive Council.

Section 2 If there are any vacant office positions in La. DECA’s Executive Council before August 30, any student who attended the previous CDC can apply for a position and must be approved by the existing Executive Council by a majority vote.

Section 3. The Louisiana DECA Board of Directors, which shall represent both the high school and collegiate DECA divisions shall consist of the following 9-11 voting members: the Louisiana DECA State President from the high school division and the collegiate division, the Louisiana DECA State Vice-President Officer Advisors, and three to five business people. If there are 2 officers from the same school, only one advisor has a vote on the Board. The State Advisor in each division shall be ex officio members of the Board; the High School State Advisor shall serve as Chairperson of the Board. The three to five business people on the Board will serve a term of two years and may be re-elected by the Board. The election will take place during the summer of each even year or as needed upon there being a vacancy. For any voting issues, a Board member may submit a written proxy vote stating their position on an issue or stating that a certain Board member can vote on their behalf. There is only one vote per person on the Board, regardless of the fact that a person could serve in more than one Board position.

Section 4. The Louisiana DECA Board shall hire as consultant a Conference Coordinator(s) to work with the DECA Executive Council. This consultant will fulfill the job requirements that were signed and agreed to in the contract with the Louisiana DECA Board of Directors.

Section 5. A La. DECA bookkeeper will be selected by the Executive Council from the Executive Council adult members or from the Board of Directors to keep the deposits, receipts, checkbooks, and other financial documents of the organization. The bookkeeper will also prepare and present financial reports when requested by the State Advisor, the Executive Council, or the La. DECA Board of Directors. The bookkeeper will work with the Audit Committee to help them fulfill their duties. The bookkeeper will be paid a small amount each month to maintain the financial records. This amount can be changed by a majority vote of the Executive Council.

ARTICLE II--DUES

Section 1. State and National dues shall be submitted online on or before November 15 of each school year to DECA Inc. office in order to receive the first issue of DECA Direct. To attend the CDC, dues must be paid by January 31.

Section 2. Any Louisiana chapter must be in good standing in order to participate in state and national activities.

Section 3. The membership year shall be July 1 to June 30 inclusive.

Section 4. Total annual state dues for active members shall be the same as established by National DECA. Any increase in dues structure shall be clearly advertised in accordance with National DECA promotions and will take effect at the same time as National DECA.

Section 5. All chapters in Louisiana shall affiliate with the National DECA organization and shall receive their charter from National DECA. An eligible chapter is any school with a marketing program or one which offers courses in any of the career clusters of marketing/entrepreneurship, finance, business administration and management, and hospitality/tourism. A Louisiana state chapter shall exist for both divisions for student members whose schools do not have an established chapter.