

**CONSTITUTION
OF THE OHIO ASSOCIATION OF THE
DISTRIBUTIVE EDUCATION
CLUBS OF AMERICA - DECA**

(High School Division)
Revised 12-1-05

ARTICLE I – NAME AND PURPOSE

Section 1

The official name of this organization shall be “The Ohio Association of the Distributive Education Clubs of America” and shall be referred to as “Ohio DECA”.

Section 2

The purposes of this organization are: (1) to assist local chartered chapters of Ohio DECA in their growth and development; (2) to complement and enrich the development of occupational competencies necessary for careers in marketing; (3) to promote understanding and appreciation for the responsibilities of citizenship in our private competitive enterprise system.

ARTICLE II – ORGANIZATION

Section 1

DECA is an association of local chapters whose active membership is limited to those enrolled in a state approved career-technical program/pathway teaching marketing and/or management and/or business and/or entrepreneurship.

Section 2

The administration of this organization shall be vested in the Ohio Department of Education, Business and Marketing Education Services with support and advice from the Executive Council of Ohio DECA.

Section 3

The Executive Council shall be composed of the student officers of the state organization, including the President, five regional Vice-Presidents, Secretary/Treasurer, Parliamentarian, Male Public Relations Representative, Female Public Relations Representative and the Ohio DECA Board of Trustees. Non-voting, ex-officio members are the business and marketing state supervisors and assistant director.

Duties and responsibilities of the Executive Council of Ohio DECA will be described in the By-laws of the Constitution.

Section 4

Ohio DECA is an affiliate of the Distributive Education Clubs of America (DECA).

Section 5

Ohio DECA shall be divided into districts for greater facility and convenience in holding meetings and carrying on association business. Each district shall include those chapters most closely situated geographically.

ARTICLE III – MEMBERSHIP

Section 1

Classes of individual memberships to be recognized by Ohio DECA are:

- A. Active Members – Students enrolled in a state approved career-technical program/pathway teaching marketing and/or management and/or business and/or entrepreneurship shall be eligible for active membership. Only active members shall be eligible to compete in Ohio and National DECA competitive events.
- B. Professional Members – Teachers, administrators and business/advisory members shall be eligible for professional membership.
- C. Honorary Membership – Leaders in the fields of education and marketing occupations may be tendered honorary membership in the state organization, upon recommendation of the Executive Council. Not more than three honorary memberships shall be granted each year. Candidates for honorary membership must be recommended by active members and/or professional members.
- D. Alumni Members – Former members of Ohio DECA shall be eligible for alumni membership.

Section 2

To be recognized as a chartered chapter of Ohio DECA, the marketing education teacher-advisor and the marketing students of a local marketing education program must join Ohio and National DECA.

A local chapter may qualify for chartered membership in Ohio DECA provided:

- A. The program/pathway is approved by the Ohio Department of Education as providing career-technical instruction in marketing and/or management and/or business and/or entrepreneurship. An instructor may not be an advisor for more than one chapter in the same school. An advisor may be the advisor of more than one chapter if the instructor is the teacher of record for programs located in different schools.
- B. It meets minimum membership criteria as determined by National DECA.
- C. Annual dues for each member are submitted per policies established by Ohio and National DECA. The deadline for submission of dues for Ohio members is established as October 20 of each school year.
- D. Its Constitution follows the policies and ideals of Ohio DECA.
- E. It has the approval of its school's administrative authorities to form and be active.

Section 3

Students who enroll in a state approved career-technical program/pathway in marketing and/or management and/or business and/or entrepreneurship after the deadline for submitting Ohio and National dues may qualify for membership on an individual basis per the policies of Ohio and National DECA.

ARTICLE IV – VOTING, MEETINGS, AND CONFERENCES

Section 1

A leadership conference shall be called each year at such time and place as may be determined by the State Advisor. The purpose of the conference is to elect student officers for Ohio DECA for the current school year and to conduct other official Ohio DECA business. This conference will be an official meeting of Ohio DECA, as described in the By-laws of this Constitution.

Section 2

A state Career Development Conference shall be called each year at such time and place as may be determined by the Ohio DECA Advisor. The purpose of this conference shall be to determine the state winners of competitive events as described in the Ohio DECA Competitive Events Guide.

Section 3

The number of official voting delegates for Ohio DECA to the National DECA Leadership Conference shall be that allocated to Ohio DECA by the National DECA organization. State officers shall be considered official voting delegates with additional voting delegates to be selected by the state advisor of Ohio DECA.

Section 4

The Executive Council or Ohio DECA Advisor shall be empowered to call special meetings of the Executive Council and/or Ohio DECA when the need arises.

Section 5

Parliamentary procedure for all meetings and conferences of Ohio DECA shall be governed by Robert's Rules of Order (Revised), in any case which is not covered by the Constitution or By-laws of Ohio DECA.

ARTICLE V – STATE OFFICERS

Section 1

Officers for Ohio DECA shall be elected by a simple majority of the voting delegates present for that office at the annual leadership conference. The elected offices shall consist of a President, five regional Vice-Presidents, and a Secretary/Treasurer. Those persons selected by competition at the leadership conference shall also become state officers. Those selected offices shall consist of a Parliamentarian, Male Public Relations Representative, and a Female Public Relations Representative. The duties of all officers shall be as described in the By-laws of this Constitution.

Section 2

Individuals elected and selected as state officers at the annual leadership conference will hold office until the close of the next leadership conference.

Section 3

If any elected or selected state officer fails to perform the duties of the office to which elected or selected, as described in the By-laws of this Constitution, the Ohio DECA Advisor may call for that persons resignation. The vacated office shall then be filled through appointment by the Ohio DECA Advisor as described in the By-laws of this Constitution.

ARTICLE VI – ADVISORS

Section 1

The Assistant Vocational Director of the Ohio Business and Marketing Education Services will be responsible for, and have final authority regarding all policy decisions, all treasury funds, and all activities and functions of Ohio DECA.

Section 2

Local chapter teacher-advisors shall take an active part in Ohio DECA functions and shall plan and execute their district meetings, conferences, and activities.

ARTICLE VII – FINANCES

Section 1

State dues to Ohio DECA shall be \$6.00 per year for active and professional memberships. Membership in the Ohio DECA Alumni Association shall be a one-time fee of \$10.00. Honorary members shall be exempt from paying dues.

Section 2

All active and professional members must pay both Ohio and National dues. Rosters for membership in National DECA and Ohio DECA shall be submitted at the same time per policies established by National DECA and Ohio DECA.

Section 3

Membership dues for Ohio DECA and National DECA shall be submitted each year per policies established by National DECA and Ohio DECA.

Section 4

Ohio DECA financing of activities, including delegate expenses, in part, for national meetings, shall be based on available funds and determined by the Ohio DECA Advisor.

Section 5

Membership cards will be issued upon payment of dues per National DECA and Ohio DECA policies and procedures.

Section 6

The State DECA Secretary/Treasurer and the Ohio DECA Advisor will submit the state association's current financial statement to the Executive Council of Ohio DECA for audit and approval at its first meeting of each school year.

Section 7

The Ohio DECA Advisor shall prepare and present a proposed (Ohio DECA) budget to all members of Ohio DECA, Inc., prior to the start of each school year. The budget shall be subject to change based upon actual membership revenue received.

ARTICLE VIII – INSIGNIA

Section 1

The insignia or emblem of DECA shall be a diamond shaped design as described and protected from infringement by Trade Mark as filed with the Patent Office of the United State Department of Commerce. The wearing and use of this emblem as it applies to the high school division of Ohio DECA will be governed under policy established by the Executive Council of the Ohio Association of DECA and the Distributive Education Clubs of America.

Section 2

The Ohio DECA colors shall be blue and gold.

ARTICLE IX – AMENDMENTS

Section 1

This Constitution may be amended by a two-thirds majority vote of the assembly of voting delegates present at an official meeting of Ohio DECA.

Section 2

Only such amendments shall be made as are in keeping with purposes stated in Article 1, Section 2, of this Constitution.

Section 3

Proposed amendments to this Constitution must be submitted in writing to the State President by one or more chartered chapters of DECA 45 days in advance of the scheduled Ohio DECA official meeting unless otherwise specified. A copy of the proposed amendment must be forwarded to the Ohio DECA Advisor by the President for consideration by the Executive Council at its next meeting. If the Executive Council finds the proposed amendment to be in keeping with Article 1, Section 2, of this Constitution, a copy of the proposed amendment will be submitted to each chapter advisor for presentation to all chapter members at least ten days prior to the annual Leadership Conference.

If a proposed amendment is adopted, and ratified by a two-thirds majority vote of the voting delegates present at an official Ohio DECA meeting, the ratified amendment will become effective on the first day of the following month in which acceptance is granted, unless otherwise specified.

BY-LAWS
THE OHIO ASSOCIATION OF
THE DISTRIBUTIVE EDUCATION
CLUBS OF AMERICA

BY-LAW I – NAME AND PURPOSE

Section 1

The official name of the organization shall be as stated in Article 1, Section 1, of this Constitution.

BY-LAW II – ORGANIZATION

Section 1

The final approval of local Marketing Education units is vested in the State Board of Education.

Section 2

The composition of the Executive Council shall be as prescribed in Article II, Section 3, of this Constitution.

Section 3

Membership to the Ohio DECA Board of Trustees shall come about in the following manner: There will be sixteen members elected to the Board of Trustees to serve two-year terms with eight members elected each year. Board of Trustees members must be advisors of an active chapter for two years. Board of Trustees members shall be elected by those advisors representing their voting district. The state advisor shall be solely responsible for determining the composition and breakdown of the voting districts.

Section 4

The Executive Council shall be responsible for making recommendations for the total operation of Ohio DECA. All recommendations coming from the Executive Council will be presented by the Ohio DECA Advisor to the Assistant Vocational Director of Business and Marketing Education Services who will have ultimate authority for making, formulating, and stipulating all policies in regard to Ohio DECA as it related to the total program of Marketing Education within the State of Ohio.

The chairperson of the Ohio DECA Executive Council shall be elected by the Executive Council at its first annual meeting. The chairperson will be elected from the Board of Trustees and the Vice-President will be the State President of Ohio DECA. The Ohio DECA Advisor shall serve as Executive Secretary of the Executive Council and shall make provisions for a Recorder for each meeting of the Executive Council.

The function of the chairperson shall be to preside over all meetings of the Executive Council.

The function of the vice-chairperson shall be to preside over the Executive Council meetings in the absence of the chairperson or when the chairperson wishes to speak from his/her own position.

The function of the executive secretary, the Ohio DECA Advisor, shall be to prepare all agendas for the Executive Council meetings based upon written recommendations and proposed items of business as submitted in writing by the members of the Executive Council.

The function of the Recorder shall be to take all minutes of the Executive Council meetings and present these in typewritten form to the Executive Secretary. The Executive Secretary will then prepare and distribute unabridged meeting minutes to all charter chapters of Ohio DECA within two weeks after each Executive Council meeting.

It will be the responsibility of each member of the Executive Council to submit to the Chairperson of Council, proposed items for the agenda at least three weeks prior to the scheduled meeting dates of the Executive Council. It shall be the responsibility of the Chairperson of Executive Council to prepare and publish every agenda of Executive Council and submit the same to all members at least ten days prior to the scheduled meeting of the Executive Council. Items not appearing on the agenda may be discussed by the Executive Council, but no decisions may be reached on any topic not appearing on the agenda.

To conduct business, a quorum must be present. A quorum will consist of two-thirds of members of the Executive Council. Each member of the Executive Council in attendance shall have one vote. Any member of the Executive Council missing three meetings within one business year shall be automatically removed from the Council and replaced by Executive Council appointment from the category in which the disposed member is removed.

Section 5

The Ohio DECA Calendar of Activities, including competitive activities, for each school year shall be developed by the Ohio DECA Advisor prior to the annual meeting of the Ohio DECA, Inc. The proposed Calendar of Activities will be presented at the annual meeting for review and discussion. This Calendar of Activities will be in effect for the current school year.

Section 6

The Ohio DECA Advisor shall be responsible for establishing the composition of the Ohio DECA districts for competition. Recommendations for the district make-up and organization shall come before the Executive Council.

BY-LAW III – VOTING, MEETINGS, AND CONFERENCES

Section 1

Ohio Leadership Conference: Attendance is open to all chapter members. Each chapters' voting delegates shall be members of the Local DECA chapter, Ohio DECA and National DECA. Each chapter in attendance at the conference must be accompanied by its advisor. Any exceptions to require advisor attendance must be approved by the Ohio DECA Advisor prior to attending the conference.

Section 2

National, Regional, or Ohio Career Development Conference: Any student in attendance at the National Career Development Conference, the DECA Central Region Leadership Conference, or the Ohio Career Development Conference must be approved by the Ohio DECA Advisor prior to attendance at the conference.

Section 3

All special meetings of the Executive Council shall be called by the Chairperson of Council, the Ohio DECA Advisor or upon the written request of a majority of the Council members. When a special meeting is called, all council members of the Executive Council must be informed of this meeting.

BY-LAW IV – STATE OFFICERS

Section 1

The candidates for each state office shall be nominated by a committee consisting of the current state officers, Ohio DECA Advisor, and the supervisors and assistant director of Business and Marketing Education Services. There shall be a minimum of two and a maximum of four candidates nominated for each office. There will be no nominations from the floor.

Voting for each office shall take place following all speeches of the candidates for that office. Should there not be a simple majority vote cast for one candidate on the first ballot, a second ballot will be taken between the two candidates receiving the largest number of votes.

Section 2

The minimum qualifications for all officer candidates are that they be an active member in good standing in the Ohio and National Associations of DECA, and that they have a minimum of 2.5 overall cumulative grade average, based on a 4-point system, for the previous four completed semesters.

Section 3

The selection of a candidate for national office will be accomplished by the Ohio DECA Advisor with advice from the executive council. A candidate for national office must have served as a state officer of Ohio DECA, be currently serving as a state officer of Ohio DECA, or have campaigned for a state office in the school year in which nomination is sought.

BY-LAW V – DUTIES OF OFFICERS

Section 1

President: It shall be the duty of the President to preside at all official Ohio DECA meetings; to preside at meetings of the Executive Council in the absence of the chairperson, and to be available at the request of the Ohio DECA Advisor in promoting the general welfare of Ohio DECA.

Regional Vice-President: It shall be the duty of the regional Vice-President to serve in any capacity as directed by the President; to accept the responsibilities of the President as occasions may demand; and to make themselves available at the request of the Ohio DECA Advisor, in promoting the general welfare of Ohio DECA.

Secretary/Treasurer: It shall be the duty of the Secretary/Treasurer to serve in any capacity as directed by the President; to record proceedings of all official Ohio DECA meetings; to present any financial and membership reports necessary; and to be available at the request of the Ohio DECA Advisor in promoting the general welfare of Ohio DECA.

Public Relations Representatives (Male and Female): It shall be the duty of the Male and Female Public Relations Representatives to serve as the coordinators of information to the local chapters about state activities. The Public Relations Representatives will coordinate the student newsletter, keep documented record of the year's activities (scrapbook) and make themselves available at the request of the Ohio DECA Advisor in promoting the general welfare of Ohio DECA.

Parliamentarian: It shall be the duty of the Parliamentarian to be at all meetings of Ohio DECA and Executive Council and to administer opinions on parliamentary procedure to the President or Chairperson. The Parliamentarian will also be available to the Ohio DECA Advisor to promote the general welfare of Ohio DECA.

BY-LAWS VI – AMENDMENTS

Section 1

These By-laws may be amended by the same procedure as outlined for amending the Constitution, Article IX, with the exception that a simple majority vote be required for ratification.