

FLORIDA DECA BY-LAWS

ARTICLE I – NAME

The official name of this organization shall be “Florida DECA Association and Foundation, Inc.” and may be referred to as Florida DECA.

ARTICLE II – PURPOSE

The purposes of this Career and Technical Student Organization (CTSO) are:

1. DECA prepares emerging leaders and entrepreneurs in the areas of marketing, finance, hospitality, and management.
2. To prepare students in the four principles established by DECA, Inc. and adopted by Florida DECA: being academically prepared, community oriented, professionally responsible, experienced leaders. Florida DECA’s core attributes and values are to develop competence, innovation, integrity, and teamwork among our students.
3. To assist Florida DECA Chapters’ membership in the growth and development of DECA.

ARTICLE III – ORGANIZATION

- Section 1 Florida DECA is established as a 501(c)(3), non-profit organization.
- Section 2 Florida DECA is a chartered association of DECA, Inc.
- Section 3 Florida DECA is divided into districts across the state. Districts will be reviewed and adjusted by the Board of Advisors.
- Section 4 The overall administrative organization shall consist of an Executive Director, a Board of Advisors appointed/elected within their district, and a chartered association officer team made up of student members.
- Section 5 The Chartered Association advisor, known as the Executive Director, shall represent Florida DECA as a member of DECA, Inc., will represent DECA, Inc. throughout the state, will work to promote, train, and recruit DECA chapters and advisors.

ARTICLE IV – MEMBERSHIP

- Section 1 The membership of Florida DECA, Inc. shall be the individual members of local high school and middle school DECA chapters.
- Section 2 The classes of membership that shall be recognized are:

- a. Active Student Members: Active student members shall be students currently enrolled in the high school and middle school in which they seek membership.

Active student members must pay dues as established by DECA, Inc. and Florida DECA. Active student members will be eligible to be appointed as Voting Delegates, attend conferences, and participate in all DECA activities and/or activities approved by Florida DECA.

- b. Alumni Members: Graduates of any officially recognized chapters are eligible for alumni membership. Alumni members must pay dues as established by DECA, Inc. and Florida DECA. Alumni members are ineligible to serve as voting delegates, hold offices, or participate in competitive events at the Florida DECA Career Development Conference.
- c. Advisor Members: Advisor members must be current employees in the school district, as well as a private, charter, or independent school in which they seek membership. Advisor members must pay dues as set forth by DECA, Inc. and Florida DECA. Advisor members are eligible to participate in all Florida DECA activities regardless of their Active Student Member participation.
- d. Honorary Life Members: Florida DECA Honorary Life Membership may be extended to any individual making a contribution to Florida DECA, and confirmed by approval of the Board of Advisors.
- e. Professional Members: Professional membership may be extended to persons associated with or participating in the professional development of DECA as approved by Florida DECA. Such members may include teacher-coordinators in Career and Technical Education programs (referred to as CTE), teacher-coordinators in non-CTE programs, county supervisors, school administrators, business partners or advisory board members, and others willing to contribute to the growth and development of Florida DECA members or the Florida DECA organization. Professional members must pay dues as established by DECA, Inc. and Florida DECA.

ARTICLE V – BOARD OF ADVISORS

Section 1 The Board of Advisors, referred to as the Board, shall be made up of representatives from each of the Florida DECA districts. The Board members shall be appointed/elected by the local district representatives and shall be an active Advisor member within their district.

Section 2 Inactive Districts shall not have representation on the Board.

Section 3 The number of district advisors shall be based on the total membership of each district using one (1) advisor per 700 members or portion thereof.

Section 4 Each member of the Board shall receive one vote on all issues brought forth by the Board. Their vote shall be cast as a representation of the members of their district.

Board members who are unable to be in attendance for a vote may submit a voting proxy form to the Board of Advisors Secretary time-stamped at least one-week prior to the meeting.

Section 5 The Board shall consist of:

- Executive Director, Ex-officio member of the Board
- Board of Advisors President
- Board of Advisors Secretary
- Board of Advisors Treasurer
- Student Officer Team members; Ex-officio members of the Board

The Board of Advisors President, Secretary, and Treasurer shall be elected from the current membership of the Board annually at the Spring Board of Advisors meeting. Should no members of the Board volunteer for these positions, the positions may be appointed using a majority vote of the attending Board members.

The Board of Advisors President is responsible for conducting and maintaining order of Board meetings, assisting the Executive Director with setting the meeting agenda, and representing the organization within the state.

The Board of Advisors Secretary shall be responsible for maintaining records, recording the meeting minutes, and completing tasks as assigned by the Executive Director.

The Board of Advisors Treasurer will oversee the actions of the finance officer and may present the financial report to the Board.

- Section 6 Board of Advisor members and officers positions shall be unpaid positions.
- Section 7 The corporate officers of Florida DECA will be the Executive Director, the President, Secretary, and Board of Advisors Treasurer of Advisors.
- Section 8 The contract for the Executive Director shall be determined and approved by the Board of Advisors at their annual Spring meeting after a formal evaluation process has been completed.

ARTICLE VI – BOARD OF ADVISOR MEETINGS

- Section 1 The Board of Florida DECA shall meet two (2) times per year. The first meeting will take place in the fall and the second meeting will take place at the State Career Development Conference or the International Career Development Conference.
- Section 2 The Executive Director, the Board of Advisors President, or a simple majority of the Board of Advisors, shall be empowered to call special meetings at any time.
- Section 3 A quorum of the Board of Advisors shall be determined by one more than 50% of the total Board members.
- Section 4 Parliamentary procedure of all meetings will be governed by Robert’s Rules of Order, Revised.

ARTICLE VII – FLORIDA DECA STUDENT MEMBER MEETINGS

- Section 1 The Florida DECA Career Development Conference shall be designated as the official annual business meeting.
- Section 2 Each Chapter in good standing is allowed voting delegates to attend for the purpose of electing the student officers, which shall be in accordance with that prescribed by the Executive Director.
- Section 3 Each participant must meet eligibility requirements for extracurricular activities as defined by Florida Department of Education rules.
- Section 4 To be eligible to participate in the Florida DECA Career Development Conference, a delegate shall be an active member and a district representative in a competitive event with the approval of the Executive Director.
- Section 5 In order to be eligible to participate in Florida DECA district programs, a preliminary to the Florida DECA Career Development

Conference, an individual shall be an active member of both Florida DECA, Inc. and the DECA, Inc.

- Section 6 District competitive event winners and any other competitive event participant to the Career Development Conference shall be in accordance with policy set by the Executive Director.

ARTICLE VIII – STUDENT OFFICERS

- Section 1 The student officers of Florida DECA, Inc. shall be the President, Executive Vice-President, and Vice-Presidents.
- Section 2 The officers shall be elected by a plurality vote of the authorized voting delegates at the Florida DECA Career Development Conference election session or voted/appointed by their district.
- Section 3 The officers elected shall continue in office until the next Florida DECA Career Development Conference unless an officer fails to fulfill the assigned responsibilities of the office as designated by the Executive Director and Officer Coordinators.
- Section 4 The duties of the student officers shall be defined in the officer candidate packet/contract as approved by the Executive Director.
- Section 5 In case of vacancies occurring among the Student Officers, the office may remain vacant for the duration of the term, or the Executive Director may appoint a qualified candidate to that position for the duration of the term.

ARTICLE IX – STUDENT ELECTIONS VOTING

- Section 1 Florida DECA is a democratic organization made up of its local chartered associations.

Chapter members shall exercise the democratic process in Florida DECA through voting delegates of DECA chapters.

Voting shall be conducted as follows:

Each chartered DECA Chapter shall receive one (1) vote for every twenty-five (25) members registered with Florida DECA. Chapters surpassing a twenty-five member level shall receive the next additional vote. Votes shall be cast by the voting delegates present. When no delegates are present the chapter forfeits rights to vote on all matters presented during that meeting.

- Section 2 In case of a tie vote on any issue, the vote will be retaken until a majority has been reached. The Board of Advisors President is

given authority to break ties if a consensus cannot be determined through a general election.

Section 3 The method of voting shall be determined by the Board of Florida DECA.

ARTICLE X – FINANCE

Section 1 DECA Chapters will be responsible for dues as established the chartered associations and DECA, Inc.

Section 2 The Board will approve the budget on an annual basis at the Spring semester Board of Advisors meeting. Florida DECA will furnish an annual audit to individual DECA chapters upon request.

Section 3 An audit committee shall be convened at the annual Fall semester Board of Advisors meeting to conduct an audit of the finances of Florida DECA for the previous fiscal year.

ARTICLE XI – DELEGATES TO THE DECA, INC. CAREER DEVELOPMENT CONFERENCE

Section 1 In order to be a delegate to the DECA, Inc. Career Development Conference, the delegate so designated must be an active member.

Section 2 All attendees must have the approval of the Executive Director to attend the DECA, Inc. Career Development Conference.

ARTICLE XII – EMBLEM AND COLORS

Section 1 The emblem of DECA shall be used in accordance with the branding guidelines of DECA, Inc.

ARTICLE XIII – AMENDMENTS

Section 1 These by-laws may be amended at any official Board Meeting.

Section 2 To amend these by-laws, the proposed amendment must be presented in writing (via mail or email) by a DECA chapter or active member, through its Board representative, to the Executive Director or the Board of Advisors President of Directors, thirty (30) days prior to the Florida DECA next scheduled Board meeting or if a special meeting is called to vote by the Executive Director or the Board of Advisors. The Board has the responsibility to grammatically correct the proposed amendment but must not alter its purpose.

Section 3 The Florida DECA Board of Advisors President will present amendments to Board of Advisors at the annual Florida Board of

Advisors meeting conducted in the Fall semester, the Florida DECA or DECA, Inc. Career Development Conference or if a special meeting is called.

Section 4 To be approved, a by-law amendment must receive a two-thirds majority vote.

ARTICLE XIV – RULES, REGULATIONS, AND BY-LAWS

Section 1 No rules, regulations, or by-laws may be adopted by or for any division of the Chartered Association (district or local) which are contrary to these by-laws.

Section 2 The Board of Advisors shall maintain a standard practices manual of rules and regulations as a role of governance for Florida DECA.