**HIGH SCHOOL DIVISION BY-LAWS**

**BY-LAW I**

**NAME**

Section 1. The official name of this Division shall be the High School Division of DECA.

**BY-LAW II**

**ORGANIZATION**

Section 1. The State Officers of the High School Division of DECA shall be the President, Vice-President of Advocacy, Vice President of Communications, Vice President of Community Service and District Vice-Presidents.

Section 2. The main duties of the State Officers shall be as follows:

1. President - It shall be the duty of the President to oversee all state meetings of this Division and to make him or herself available as necessary, in promoting the general welfare of DECA.
2. Vice-President of Advocacy - Serves as a coordinator for special projects adopted by the State Action Team with business partnerships and legislative outreach.
3. Vice-President of Communications - Conducts the planning, organization, and implementation of statewide publicity in order to convey information from chapters, districts, and the business community.
4. Vice President of Community Service - Works with District Vice-Presidents and individual chapters to carry-out successful community service projects.
5. District Vice-Presidents - It shall be the duty of these District Vice-Presidents to preside at district meetings and to promote DECA on the district level.

Section 3. The State Action Team shall consist of the State Officers outlined in Section 1.

Section 4. Vacancies.

1. If a vacancy occurs in the office of President, one Vice-President shall assume the duties of the office.
2. If a vacancy occurs in the office of District Vice-President, the vacancy shall be filled at the discretion of the individual district as per Board Policy.
3. If a vacancy occurs in any office other than that of President or District Vice-President, the candidate with the next highest vote total at the State Officer election session will be appointed by the State Advisor to serve the unexpired term.

**BY-LAW III**

**MEMBERSHIP**

Section 1. The Missouri Association of DECA will recognize only those local chapters that are chartered through the State Association.

1. The chapter shall have a minimum of ten active members or 100% of eligible members in the school.
2. Approval of the local chapter shall be based upon its agreement with the policies of the state constitution.
3. Local chapters shall submit both State and National dues for each student eligible for active membership in DECA.

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

1. Active members - Marketing or Cooperative Occupational Education students who are enrolled in a class, meeting all standards for Marketing and Cooperative Education classes as established by the Missouri State Plan for Career and Technical Education, shall be eligible for active membership. Only active members have the privilege of voting as delegates or holding office in the Missouri Association of the Distributive Education Clubs of America.
2. Alumni members - Graduates of Marketing or Cooperative Occupational Education programs who have been members of local chapters shall be eligible for membership in the Alumni Division of DECA.
3. Honorary members - Adults who have contributed in an outstanding manner to the welfare of the field of Marketing and Cooperative Education or to the local DECA chapter during any year may be elected to honorary membership. Honorary members elected shall not exceed two for any one year.

**BY-LAW IV**

**DUES**

Section 1. Membership dues for the High School Division of DECA shall be $10 per year.

Section 2. Membership dues for the High School Division of DECA shall be due on a date specified by the State Advisor of Missouri DECA.

**BY-LAW V**

**VOTING DELEGATES**

Section 1. Each local chapter shall have one voting delegate for each seven members or major fraction thereof.

Section 2. Any voting delegate for a local chapter must be present to cast a vote and no more votes can be cast by a chapter than the number of voting delegates actually in attendance.

**BY-LAW VI**

**MEETINGS**

Section 1. The High School Division may hold the following meetings throughout the year.

1. Fall Election Conference for the election of state officers and the conduct of division business.
2. State Career Development Conference for the purpose of conducting competitive events, leadership training and conduct of division business.
3. Officer Training Conference for the purpose of training newly elected state and district officers.
4. Career Development Conference Planning Workshop for the purpose of planning the program of activities for the State Career Development Conference.
5. Districts may conduct such conferences and meetings as necessary.

**BY-LAW VII**

**ELECTIONS**

Section 1. District Vice-Presidents must be elected by each district at a time and place determined by the district. Policy and procedure concerning a vacancy for that office shall be determined by the district.

Section 2. The procedure, time, place and location of the Fall Election Conference shall be determined by the Board of Directors.

**BY-LAW VIII**

**AMENDMENTS**

Section 1. The By-laws of this Division may be changed at any state delegates’ meeting by a majority vote.

Section 2. No rules shall be added or changed to be contrary to the purposes of Article I, Section 2, of the Constitution of Missouri DECA.

Section 3. By-laws shall not be altered to conflict with Robert’s Rules of Order, newly revised.