

2024 State Career Development Conference Registration Information
George R. Brown Convention Center | Houston, Texas | February 15-17, 2024

Registration and Lodging

Registration will **open** on January 18th, 2024 at 8:00 am

Registration will **close** January 25th at 5:00 pm CST. **NO CHANGES OR REFUNDS WILL BE MADE AFTER THIS DATE.** Please do not wait until the last minute to book your housing or complete your registration.
www.decaregistration.com/tx/main.asp

Conference Registration Fee:

Students - \$100.00

Advisors - \$100.00

Chaperone - \$100.00

Bus Driver – Staying at hotel - \$100.00. If the Bus Driver is not staying at the hotel they do not need to be registered.

Bus Parking:

Bus Parking is coming. Check back for more details.

Hotel Rates:

\$240/Room/Night

- Hilton Americas | 1600 Lamar, Houston, TX 77010
- Marriott Marquis | 1777 Walker St, Houston, TX 77010
- Embassy Suites | 1515 Dallas St, Houston, TX 77010 (includes Breakfast)
- Cambria | 1314 Texas Avenue, Houston, TX 77002 (includes Breakfast)
- Hampton Inn | 710 Crawford St, Houston, TX 77002 (includes Breakfast)

We currently have more than 2000 rooms contracted for State Conference. Our peak in 2023 was 1850. We feel confident that we can accommodate everyone in these five properties. If your school district has multiple campuses, and you're required to stay at the same property – please communicate this to me early! (Please don't wait until after registration opens to tell me you need 300 rooms at the same hotel...) We will work to be fair to ALL chapters that earned the right to compete at State CDC, and we are EAGER to see everyone there!

Hotel rates listed above include rate, city/tourism taxes, and booking fees. Each school/District is asked to upload a copy of your Hotel Occupancy Tax Exempt Form to

<https://txdeca.wufoo.com/forms/w1m7fobh0gihey/> by January 26, 2024.

MAKE SURE THAT YOUR SCHOOL'S NAME IS LISTED AND THAT THIS FORM IS SIGNED

Texas DECA will add overflow properties as determined by conference attendee need. All student, advisor, and chaperone hotel stays must be made through the online registration system. If your school district policy prohibits you staying at the conference hotel due to a mileage restriction, that policy must be presented to Josh Shankle, shankle.texasdeca@gmail.com, prior to the registration deadline.

PAYMENT INFORMATION

Make all checks payable to Texas DECA and mail to:

Texas DECA
6642 N Riverside Drive
Suite 610,
Fort Worth, TX 76137

Payment Deadline:

All Payments must be **RECEIVED** by February 9th, 2024

Late Payments:

Payment Due Dates for all conferences will be posted at least thirty (30) days prior to the opening of the individual conference's registration window. Payments will be due no fewer than ten (10) business days following the close of the registration deadline.

Payments dated on or prior to the registration deadline will be given a grace period of three (3) business days for Texas DECA to receive the payment.

Payments dated after the deadline or dated prior to but received more than three (3) business days after the deadline, will incur a penalty of 5% of the amount due, minimum of \$25.

An additional \$50 late fee will be assessed to all past due invoices for every ten (10) business days the payment and subsequent late fees are unpaid.

All balances must be paid in full to avoid financial block. Chapters may not be able to check into housing for ICDC without all balances for the year being cleared.

Overpayments:

If your chapter makes an overpayment, you will be sent a Refund Request Form AFTER State CDC where you will indicate where the funds should be sent. Overpayments in the amounts less than \$25.00 may not be refunded.

Credit Card Payments:

Credit Card Payments will be accepted; however, a 4% convenience fee will be added to the total amount due. To pursue payment via credit card, email contact@texasdeca.org to request a Credit Card Authorization Form.

ACH Payments:

Note: Texas DECA does NOT accept ACH payments currently. Please do not confuse this with DECA, Inc (Reston, VA) who does accept ACH payments. We are separate entities, and the funds will be sent to them and cause a major delay in payment processing. If you send via ACH payment, you may be subject to late fees from Texas DECA.

2024 State Career Development Conference TENTATIVE AGENDA

THURSDAY, FEBRUARY 15, 2024

2:00 pm – 9:00 pm | **CONFERENCE HEADQUARTERS**
2:00 pm – 4:00 pm | **CONFERENCE EXHIBIT SETUP**
3:00 pm – 3:30 pm | **TEXAS DECA BOARD MEETING** |
3:30 pm – 6:30 pm | **OFFICER CANDIDATE INTERVIEWS**
4:00 pm – 8:00 pm | **CONFERENCE EXHIBITS**
4:00 pm – 7:00 pm | **REGISTRATION**
8:30 pm – 10:30 pm | **OPENING SESSION**
11:30 pm | **CURFEW** – ALL Hotels and Conference Attendees

FRIDAY, FEBRUARY 16, 2024

7:00 am – 5:00 pm | **CONFERENCE HEADQUARTERS**
7:00 am – 7:45 am | **JUDGE REGISTRATION & RECEPTION**
7:00 am – 8:00 am | **CONFERENCE EXHIBIT SETUP**
8:00 am – 4:00 pm | **CONFERENCE EXHIBITS**
7:30 am – 5:00 pm | **ALL COMPETITIONS / PRESENTATIONS**
4:00 pm – 5:00 pm | **STATE OFFICER CANDIDATE MEET AND GREET SESSION**
7:30 pm – 8:00 pm | **SEATING FOR BUSINESS & ELECTION SESSION OPEN**
8:00 pm | **VOTING DELEGATE ROLL CALL BEGINS**

Note: All chapters are required to have at least one (1) voting delegate in attendance at the business and election session. If your chapter does NOT have a voting delegate present, your chapter may be disqualified and unable to qualify for the International Career Development Conference.

8:00 pm – 9:00 pm | **ANNUAL BUSINESS & ELECTION SESSION** | Trinity Ballroom
9:15 pm – 10:30 pm | **ENTERTAINMENT – Center Stage Game Show & Activities**
11:30 pm | **CURFEW** – ALL Hotels and Conference Attendees

SATURDAY, FEBRUARY 17, 2024

8:00 am | **SEATING FOR GRAND AWARDS CEREMONY OPEN**
9:00 am | **GRAND AWARDS CEREMONY**

Note: Limited Parent Passes will be available for purchase. Only individuals that are registered as part of the conference or with a parent pass may attend the Grand Awards Ceremony.

9:00 am | **ICDC QUALIFIER PHOTOS**

Note: ICDC Qualifiers will be able to have professional photos taken with a custom backdrop.

11:00 am – 12:15 pm | **PREPARED EVENT MATERIAL PICKUP**
After Grand Awards | **INTERNATIONAL CDC INFO MEETING (Advisors Only)**

Important Dates for State CDC 2024

Registration Opens January 18th at 8:00 am CST

State Officer Applications – Must be submitted electronically by January 12th, 2024.
Testing must be completed during the District CDC Testing Window.

Registration Closes January 25th at 5:00 pm CST

All registration and housing is due and considered FINAL at this time. **NO REFUNDS OR CHANGES WILL BE MADE AFTER THIS DATE.**

State Testing Window – January 29 – February 1, 2024 – Testing will be open from 7:00 am – 7:00 pm CST.

Chapters will be allowed to select their preferred testing dates and test their students at their convenience during the testing window. Chapters can elect to have their students test at different times, and on different dates, so long as **all students within a chapter that are assigned to the same exam must test at the same time.** EX: All students taking the Marketing Cluster Exam, no matter their event category, must take the test at the same time.

Payments must be RECEIVED by February 9th, 2024

Mail to: Texas DECA, 6642 N Riverside Drive, Suite 610, Fort Worth, TX 76137

See page 2 of this packet for full payment details.

Written Events –

All prepared written entries (10-page and 20-page projects) must be submitted online for penalty pointing and judge's review. If a project is not submitted through this process, the student/team will not receive a presentation time at State Conference and will not be able to compete/advance.

Online Submission Window: January 29 – February 1, 2024.

- The online submission site will open by January 29th at 6:00 am.
- All projects must be submitted by February 1st 11:59 pm CST via online submission site: <http://judgespro.decaregistration.com/org/jptx-scdc/conf/scdc>
- Written Event instructions and information begin on page 9.

ICDC Emerging Leaders Series Academy Applications

Chapters that have earned academy spots through participating in the chapter campaigns will be emailed the ICDC Special Academy Application Form prior to State CDC. Applications will be submitted electronically and will be after State CDC and are DUE Tuesday, February 27th, 2024 at 5:00 pm CST. Note that there are only a limited number of special academy allocations available.

Feedback for Professional Selling and Consulting Events

- Oral presentation forms and feedback will be available, along with the written projects, for pickup by the chapter advisor following State CDC. See the schedule for Prepared Event Materials Pickup for date/time/location information

General Information – 2024

All Competitive Events will take place at the George R Brown Convention Center on Friday, February 16th, 2024.

Registration Materials will be picked up on-site on Thursday, February 15th at the GRB. **Pick-up time is from 4:00 pm to 7:00 pm. Only the chapter advisor can pick up the registration packet.**

Parking for cars and vans will be in your respective hotel parking garages. This is at your expense and will be paid directly to the hotel. Parking rates are subject to change. Current overnight parking rates are listed below:

- Hilton Americas | 1600 Lamar, Houston, TX 77010
- Marriott Marquis | 1777 Walker St, Houston, TX 77010
- Embassy Suites | 1515 Dallas St, Houston, TX 77010 (includes Breakfast)
- Cambria | 1314 Texas Avenue, Houston, TX 77002 (includes Breakfast)
- Hampton Inn | 710 Crawford St, Houston, TX 77002 (includes Breakfast)

Bus Parking | Texas DECA is currently working on securing bus parking options. Once contracts have been signed, information will be shared.

The **State Officer Candidate Meet & Greet Session** will be on Friday, February 16th, from 4:00 pm – 5:00 pm. This is in place of the traditional campaign booths. All members, especially voting delegates, are encouraged to come during this time to meet and greet with our State Officer Candidates.

The **Election and Business Session** will be on Friday, February 16th. Every chapter is **required** to have up to two (2) delegates attend this session to remain eligible to advance competitors to ICDC. Seating will open at 7:30 pm. Roll Call will begin promptly at 8:00 pm. No Voting Delegates will be allowed in the delegate seating area after 8:00 pm. All registered attendees are invited to attend this session and sit in general seating.

DRESS CODE

The Dress Code for all conference sessions and activities established by the DECA, Texas Association Board of Directors is as follows:

4.07 Females must wear dress slacks with dress shoes. An official DECA blazer or blazer must be worn with both. Males must be in a suit, official DECA blazer or sport coat with dress slacks, collared dress shirt, necktie, dress shoes and dress socks

Dress Code will be enforced by the DECA, Texas Association Board of Directors and the Executive Director.

All participants must have a picture ID with them during competition. Military, Texas Driver's Licenses and/or Permits, and school-issued IDs will be accepted.

Texas DECA's Curfew and Conference Rules policy can be found in the conference program and is detailed below:

CURFEWS & CONFERENCE RULES – The curfew is 11:30 p.m. every night. Uniformed and plain-clothed security personnel, chapter advisors, and the state conference staff will strictly enforce these curfews. Curfew means, "in your hotel room with the door shut and reasonably quiet."

NO TOBACCO PRODUCTS, DRUGS, ALCOHOL or WEAPONS are allowed. Any violation of these rules and any other conference rule will be grounds for disqualification and removal from the conference.

Registration Guidelines

1. Registration will be open January 18-25, 2024
2. All registration and lodging will be completed online.
3. Directions to complete online registration:
 - a. Go to www.decaregistration.com/tx/main.asp
 - b. Log-in as you have for the membership system and District CDC.
 - c. Once in the system you will be able to check that your students are in the correct events. **You will not be able to make any changes to students in the system.** This means no additions, event changes, or drops. Any changes must be emailed to Josh Shankle – shankle.texasdeca@gmail.com – prior to the January 25 registration deadline. You can add chaperones, proctors, and/or bus drivers.
 - d. When you have submitted your registration and lodging, please print out your invoice (it will be emailed to you after submitting) and mail the invoice with your check. **(This is very important as many districts have multiple chapters/schools)**
 - e. You will be emailed a receipt once payment has been received.

Up to two (2) student delegates may be added to your chapter's registration to represent your chapter as a voting delegate, District Officer, State Officer candidate or campaign staff only. These students will only be allowed to be added if their addition does not result in an increase to the number of hotel rooms needed for your chapter. These requests must be made via email to Josh Shankle, shankle.texasdeca@gmail.com, by Wednesday, January 24, 2024.

**No changes or refunds will be made after registration closes on
January 25th, 2024.**

All payments – registration and lodging – will be paid to Texas DECA. Payments should not be made to the hotel other than individual vehicle parking.

Make checks payable to DECA, Texas Association and send them to:

**Texas DECA
6642 N Riverside Drive, Suite 610
Fort Worth, TX 76137**

Payments must be RECEIVED by February 9, 2024

Lodging Guidelines

1. Lodging will be entered after you complete your registration.
2. After confirming your attendees, click on the Housing button.
3. Choose your preferred hotel – we are using multiple hotels this year. All hotels are a short walk from the conference center. Some hotels will have limited shuttle service provided. Hotels will be assigned based on availability and we will do our best to accommodate your first choice. All conference activities will take place at the Hilton Anatole.
4. Place participants in rooms
 - a. You can share rooms with other school(s) however, be sure they want the same hotel and have the same travel dates.
 - b. No individual student may be in a room by themselves. Students are expected to be 3-4 per room.
 - c. You will be invoiced for your chapter's portion of the room(s)
 - d. Review and submit
5. Bus Parking is available on a per night fee. See page 5 for more details.

Special Notes

Advisors/Chapters must register with the conference hotels through the lodging/registration system unless your school district policy prohibits you from spending the night. If so, please send a copy of that policy to Josh Shankle – shankle.texasdeca@gmail.com – prior to registration.

Remember that we will do our best to accommodate your room and hotel requests. Please be flexible with the availability of rooms.

Room Types:

King – 1 King Bed – **1-2 people.**

Double Queen (Adult) – 2 Beds – **2-4 Adults**

Double Queen (Students) – 2 Queen Beds – **3-4 Students***

*If your school policy has changed to only allow 2 students per room due to COVID-19, please email that to Josh Shankle

Written Event Information

In addition to the online submission of written events (page 4), the following instructions are for chapters entering written/prepared events. **If a project is not submitted via the online submission site it will not be accepted on site or scheduled for competition.** Projects will be processed for penalty points online.

As a reminder, the written entry for these projects is designed to be a resource, and not 100% read by the judge. The judge is tasked with reading and evaluating only the executive summary prior to the student/team presentation.

These events include:

- Innovation Plan – EIP
- Integrated Marketing Campaign – Event – IMCE
- Integrated Marketing Campaign – Product – IMCP
- Integrated Marketing Campaign – Service – IMCS
- Start-Up Business Plan – ESB

You will not physically turn in a project/folio/executive summary packet this year, and no labels are needed. Texas DECA will print the official evaluation form needed for the oral presentation portion of these events as well as the 10-page project, cover sheet and table of contents. All projects will be printed in black and white. Students may present a color copy of the project to the judge as part of their presentation; however it cannot be left behind in anything of “monetary value” such as a DECA folio, binder, or presentation portfolio.

Feedback for 10-Page Papers:

- Projects, scores and feedback will be accessible in Room 320 from 11:00 am – 12:15 pm on Saturday, February 17th (towards the end of the Grand Awards Session)
 - Projects and evaluation forms will not be mailed/emailed to a chapter/advisor if they fail to pick up these forms during this time
 - Projects left unclaimed at State CDC will become property of Texas DECA

Written Event Information (Continued)

Participants competing in an event with **20 pages** must submit their project online for the written judge review (page 4). Texas DECA will print the Executive Summary of each project to be given to the judge at the time of presentation for review and reference during the presentation. Projects will be processed for penalty points and the written evaluation portion online.

NOTE: Moving to online submission of written events allows us to have different judges score the written submission and the online submission. The rubrics stand alone, as should their scores. Feedback from the written submission will be given online, while feedback from the presentation will be given back at event pick-up following Grand Awards.

These events include:

- All Operations Research Projects – BOR, BMOR, FOR, HTOR, SEOR
- All Project Management Events – PMBS, PMCD, PMCA, PMCG, PMFL, PMSP
- Business Growth Plan - EBG
- Franchise Business Plan – EFB
- Independent Business Plan – EIB
- International Business Plan – IBP

You will not physically turn in a project/folio/executive summary packet this year, and no labels are needed. Texas DECA will print the official evaluation form needed for the oral presentation portion of these events as well as the Executive Summary portion of each project, cover sheet and table of contents. All projects will be printed in black and white. Students may present a color copy of the project to the judge as part of their presentation; however, it cannot be left behind in anything of “monetary value” such as a DECA folio, binder, or presentation portfolio.

Feedback for 20-Page Papers:

- Written scores and feedback will be accessible through the online submission site. Information will be sent after State CDC
- Projects, scores, and feedback will be accessible in room 320 from 11:00 am – 12:15 pm on Saturday, February 17 (towards the end of the Grand Awards Session)
 - Projects and evaluation forms will not be mailed/emailed to a chapter/advisor if they fail to pick up these forms during this time
 - Projects left unclaimed at State CDC will become property of Texas DECA

Written Project Submission Guidelines

Please use the following instructions when submitting your written projects, which are due **February 1st, 2022 (11:59 pm)** (Don't wait until the last minute – submit early!)

****TIP****

Have your students give you (via email, on a jump drive etc.) a **PDF** version of their paper that is no larger than 11.9 MB (**and without a statement of assurances**). PDF format is the only acceptable format to submit projects. If they gave it to you in a Word doc – just click “file” “save as” and select “PDF” as the format you would like to save it in. You can also print the document and scan it as a PDF file.

1. Logon to: <http://judgespro.decaregistration.com/org/jptx-scdc/conf/scdc> and the following screen will show up.
2. Use your membership/registration login credentials. Once you have entered your User Name and password you will click the blue “login” button

WRITTEN EVENT SUBMISSION SITE

Login

User Name:

Password:

Login

3. Now that you are logged in, you can submit and view projects by clicking on the blue “Projects” button at the top left of the page.

WRITTEN EVENT SUBMISSION SITE


Welcome Lisa Greco **Projects** Logout

Welcome

4. This page will display all the written event entries for your chapter.

Project List

[Approve All Projects](#) (NOTE: Only approves projects with attachments/URLs) Search:

Event	Scoring Category	Team #	No Show	Students	Projects	Approve
Business Solutions Project (PMBS)	Written	PMBS-30601	<input type="checkbox"/>		Upload Files	Approve

5. To the right of each entry, you'll see a button labeled UPLOAD FILE. Click this button to view the upload screen

[Back](#)

PROJECT FILE(S) FOR BUSINESS SOLUTIONS PROJECT - WRITTEN

You can only add a combination of 1 file(s)/URL(s)

Files

There are currently no attachments

[Click Here To Upload a New File](#)

6. Add the correct PDF file.

[Back](#)

PROJECT FILE(S) FOR BUSINESS SOLUTIONS PROJECT - WRITTEN

You can only add a combination of 1 file(s)/URL(s)

You have reached your maximum of 1 File(s)

Files

File Name	Download	Delete
Advisor Worker Sign In Sheet.pdf (97.8K)	Download	Delete

The message circled above will appear. This just means that you have hit the limit for this entry. Click Back to return to your list of projects.

REPEAT steps 5 & 6 as needed.

- If an entry is no longer participating, you can check the box in the **NO SHOW** column to indicate that intent. They will not receive a schedule for State CDC.

↑↓ **No Show**

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

- If a project is not submitted by the deadline, Texas DECA Staff will mark the entry as a No Show and the entry will not receive a schedule for State CDC.

7. When you're done uploading and/or indicating No Shows, you will click **Approve All Projects**. Note that this only applies to projects with the file uploaded. This means that you can do this in waves/multiple times.

Project List

Approve All Projects

(NOTE: Only approves projects with attachments/URLs)

8. After you click **Approve All Projects**, an electronic Statement of Assurances will appear. Review the statements and check the box if you agree. Click **Confirm**.

9. Projects will turn green once complete. If all projects are green, or marked as a No Show, you are complete.

Need help?
Call our office (817-900-8037)
Monday – Friday, 9:00 am – 6:00 pm
We're happy to help!

Special Senior Recognition

Want a special way to recognize your seniors? Want to get a jump start on your Alumni membership for 2024-2025? Texas DECA has a new opportunity for you.

In 2019, Texas DECA started the Senior Station as part of the Exhibit Hall. We saw great results from this addition and wanted to provide a more streamlined process for our chapters.

As an advisor, you may elect to add Senior Recognition Passes as an item to one or more of your senior students as part of the registration process. Each Senior Recognition Pass is \$25. For each "Senior Recognition" added to your registration you will receive a Senior Recognition Pass. This is available on the "Items" feature of the registration site. Give this Pass to your student(s) and direct them to the Senior Station in the Exhibit Hall. With this Pass the student will receive a Texas DECA Alumni T-Shirt, Texas DECA Alumni Laptop Sticker, and a Future Alumni ribbon. We will provide the CHAPTER with graduation cords that were ordered in advance. We will not distribute graduation cords to students.

Additionally, Texas DECA will submit and process payment for the student's alumni dues and add them to your chapter for the 2024-2025 school year.

**\$25 = T-Shirt, Sticker, Ribbon, DECA Graduation Cord, and 2024-2025 Alumni Dues!
Plus, now you don't have to collect money and contact information from them next Fall.**

Students may elect to purchase the Senior Recognition Pass themselves on site, but they will not receive the graduation cord. We will accept cash, money order or credit card payment for on-site Senior Recognition Passes.

If your chapter wishes to purchase Senior Recognition Passes but needs them on a separate invoice, please contact Mrs. Shawn Barry – contact@texasdeca.org

DELEGATE CONDUCT PRACTICES AND PROCEDURES

The Board of Directors for DECA, Texas Association requires each delegate attending the Texas DECA State Career Development Conference to read and complete the Attendance Permission Form and return it on the date of Conference Registration – February 15, 2024 – as partial completion of attendance requirements.

- The term “delegate” shall mean any DECA member, including advisors, attending conferences (high school, collegiate, alumni, professional).
- There shall be no defacing of public property. Any damage to any property or furnishing in the hotel rooms or building must be paid for by the individual or chapter responsible.
- Delegates must wear identification badges and wristbands at all times.
- Delegates shall refrain from using inappropriate or profane language at all times.
- Delegates shall refrain from written, verbal, physical or electronic activities that may lead to harassment, hazing, bullying or damaging property.
- The use of any harassment against anyone on the basis of race, color, creed, national origin, ancestry, age, gender, sexual orientation, or disability is prohibited.
- Delegates shall respect the rights and safety of other hotel guests.
- Delegates shall not possess alcoholic beverages, narcotics or weapons in any form at any time under any circumstances.
- Delegates shall refrain from gambling—playing cards, dice or games of chance for money or other things of value.
- Use of tobacco products, e-cigarettes, and vaping devices by delegates is prohibited at all DECA functions.
- Delegates must not dress or behave in a manner than can be interpreted as sexually explicit.
- Students shall keep their adult advisors informed of their activities and whereabouts at all times.
- No delegate shall leave the hotel (except for authorized events) unless permission has been received from chapter and chartered association advisors.
- Delegates should be prompt and prepared, and financially prepared for all activities.
- Delegates are required to attend all sessions and activities assigned including workshops, competitive events, committee meetings, etc., for which they are registered unless engaged in some specific assignment scheduled at the same time.
- **Delegates must arrive and depart the DECA activity in a school vehicle or school-sponsored vehicle. Any alterations to this must be documented and supported by your campus administrator.**
- Delegates will spend nights at their assigned hotel and in their assigned room. Delegates will be quiet at curfew. **Delegates are not permitted to be in another person’s hotel room at any time.**
- No guests (individuals that are not registered with the conference) are allowed at any point during the conference.
- Curfew will be enforced. Curfew means the delegate will be in his/her assigned room.
- Chapter advisors will be responsible for delegates’ conduct.
- Delegates ignoring or violating any of the above rules will subject their entire delegation to being unseated and their candidates or competitive events participants to being disqualified. Individual delegates may be sent home immediately at their own expense.
- Delegates must always adhere to the dress code. Tasteful casual wear will be accepted during specific social functions as designated in the conference program.

ATTENDANCE PERMISSION FORM

ATTENDANCE

This is to certify that _____ has my permission to attend the above named DECA activity. I also do hereby on behalf of him/her absolve and release the school officials, the DECA chapter advisors and the assigned chartered association DECA staff from any claims for personal injuries or illness which might be sustained while he/she is en route to and from or during the DECA sponsored activity.

PHOTO RELEASE

I hereby grant permission to Texas DECA to use photographs and/or video taken in publications, news releases, online, and in any other communications related to the mission of Texas DECA.

EMERGENCY

Any medical exceptions to this code must be documented in the conference headquarters prior to the beginning of the conference. This is the responsibility of the local advisor.

I authorize the advisor to secure the services of a physician or hospital, and to incur the expenses for necessary services in the event of accident or illness, and I will provide for the payment of these costs. Some nearby facilities include:

Walk-In Clinics

Concentra Urgent Care
2004 Leeland St
Houston, TX 77003
713-223-0838

Drug Store

CVS
917 Main St
Houston, TX 77002
713-982-5565

Hospital

St. Joseph Medical Center
1401 St. Joseph Parkway
Houston, TX 77002
713-757-1000

We have read and agree to abide by the delegate conduct practices and procedures and dress code. We also agree that the school officials, the DECA chapter advisors, the chartered association DECA staff, or the Conference Conduct Committee members have the right to send the student home from the activity at our expense, provided that he/she has violated the delegate conduct practices and procedures and/or his/her conduct has become a detriment.

Student Signature

Parent/Guardian Signature

Phone

Chapter Advisor Signature

School Official Signature

Insurance Company

Policy Number

Texas DECA Inclement Weather Policy

We expect our Texas DECA events to occur - rain or shine - and make every effort to ensure that happens. However, the safety of our participants is of great importance. In the event of adverse weather conditions (flooding, tornado, hurricane, or wintery weather - ice, snow, sleet, etc.), or any other extreme weather conditions, Texas DECA may delay the event, cancel the event, or make changes to the event schedule.

If your chapter is prohibited from traveling due to a School District or local government directive, please communicate this notice in writing to the Executive Director, Josh Shankle (shankle@texasdeca.org), as soon as possible with a copy of the directive, with an absolute deadline of 7pm the night of Opening Session.

- Once an official decision to not attend is sent to Josh Shankle, no changes will be accepted.
- If the above-mentioned directives due to adverse weather conditions prevent more than 25% of the expected total State Development Conference student competitors from attending, a virtual competition will be offered to those students impacted within five (5) business days of the close of the scheduled event.
- If the above-mentioned directives due to adverse weather conditions prevent more than 51% of the expected student population from attending, a virtual competition will be offered to all students within ten (10) business days of the close of the scheduled event.
- If no notification is made and a chapter does not attend, that chapter will be considered a No-Show and will not be allowed to participate in a virtual conference IF one is held.
- The decision to not attend in-person due to inclement weather will apply to the entire chapter.

The final decision to cancel, delay, or offer a virtual option is solely up to the Texas DECA Board of Directors and is not up for review or appeal.

REFUNDS

- Refunds will not be issued if the event is canceled for adverse weather conditions.
- Refunds will not be issued if the delayed time does not work with your schedule, or if you decide not to attend because of weather but the event still occurs. This includes Hotel and Registration Expenses for the event. (If our partner hotels release the fiscal responsibility of the unused hotel rooms, Texas DECA will refund that amount back to the local chapter.)

This policy was adopted June 10, 2022. This can be found in 4.20 of the Texas DECA Operating Procedures.