



TEXAS DISTRICT 6

DECA™

CAREER DEVELOPMENT CONFERENCE

January 11, 2017

OWN YOUR
FUTURE»»

District 6 Director – Traci Buckner

Judge Coordinator – Sandra Willis

DATES TO REMEMBER:

___ Nov. 18	List of Written Events Emailed
___ Nov. 28	Online Registration Opens
___ Dec. 14	Student member dues must be paid through national DECA
___ Dec. 14	Online Registration Due (be sure t-shirt size is included)
___ Dec. 28	Receipt Deadline for Mailed Written Events & Other Forms (see address in packet!)
___ Jan. 5	Delivery of Written Events & Penalty Point Meeting
___ Jan. 6	Officer Candidate Testing
___ Jan. 6 & 9	Event Testing (be sure all students in a cluster test the same day!)
___ Jan. 11	District Conference!

2017 DISTRICT 6 DECA CAREER DEVELOPMENT CONFERENCE INFORMATION SHEET

Date of District CDC: January 11, 2017

District CDC Location: Region 8 ESC
4845 US Hwy 271 N,
Pittsburg, TX, 75686

Registration Fee: Student - \$25.00
Advisor – No charge – (must work assigned event)
Register online at <https://decaregistration.com/tx-d06>
No on-site registration
CHECKS PAYABLE TO DISTRICT 6 DECA
***In case of inclement weather and the conference cannot take place, registration fees are nonrefundable.**

Registration Deadline: Wednesday, December 14, 2016 (No exceptions!)

All Forms and Fees Mailed to: Traci Buckner
District 6 DECA
P.O. Box 962, Ore City, TX 75683
tbuckner@pittsburgisd.net * 903 856-3646 ext. 2404

REGISTRATION:

Step 1:

1. To register, complete On-line Registration at <https://www.decaregistration.com/tx-d06> by **Wednesday, December 14, 2016**. The registration log-in is the same as your DECA log-in.
2. Remember to number the teams under appropriate events with the same number as his/her partner.
3. Registration will open Monday, November 28, 2016.
4. Students will receive a conference t-shirt. The student and shirt size must be entered into registration by the deadline at noon on Wednesday, December 14 to receive a shirt.
5. There must be a registered chaperone for every 15 high school members attending the conference.
 - a. Chaperone will be required to work a duty; if you plan to use your bus driver, they must be registered and ready to work.
6. We will not use teachers for judges. All teachers & chaperones will work an event.

Step 2: Please send a copy of your conference registration invoice with payment to Traci Buckner. You do not need to include a roster from National DECA as the system is directly linked to the National membership.

***If your payment will not be received by Friday, January 6 – please take check/invoice to conference.**

***Personal checks will not be accepted. School check or money order is all that will be accepted.**

Students will not win awards if payment has not been verified prior to the awards session.

Note: All changes must be completed through the on-line registration system by the closing date.

There will be no changes after the December 14th deadline.

***Deletions may be made, but you will still be responsible for the registration fee.**

If you end up with an incomplete team, etc...these will not be changed!

PLEASE do not ask for ANY changes to be made.

Registration/Check-in on January 11th

If you have a student running for office, officer interviews will begin promptly at 9:00 am. Advisers should pick up registration packets from 9:30--9:45 on the 3rd floor, foyer area. Opening Ceremony will begin at 10:00. Please see the contents of your registration packet for name badges, role play times, and conference agenda.

(All participants must have a photo ID)

Permission Slip: Please bring the District Conference permission forms for each student to the conference. This is included at the end of packet.

TESTING:

All testing will be completed online prior to the District CDC on **January 6th and 9th between the hours of 7:30am and 7pm**. Each chapter is responsible for locating and securing a testing room and proctor (the DECA advisor cannot proctor the exam). The test proctor's information must be entered into the online registration by December 14th to receive all testing information. Any student unable to test during these times will not be able to participate in the District CDC. Please see on-line testing form for additional information.

REMEMBER: All chapter members testing in a specific cluster must test on the same day.

DRESS CODE: THE DRESS CODE ESTABLISHED BY TEXAS DECA WILL BE STRICTLY ENFORCED!

Operating Procedure 4.07: Females must wear skirts or dresses below the knees or dress slacks and 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. Please have your students properly dressed for all events.

ALLOCATIONS: A maximum of 4 students will advance from district to state in each event. Keep in mind, that this number may be less if students do not qualify on exam score. Any exam score lower than 50 will be automatically DQ'd.

WRITTEN EVENTS:

To help with judge planning, send a **list** of Written Events from your chapter to tbuckner@pittsburgisd.net by Friday, November 18. Your list does not have to be final, but an idea of numbers will help in planning.
Please send: *EVENT NAME and Number of Entries for each*

Written Events Delivery - Two options:

1. Hand deliver events to Penalty Point meeting on **Thursday, January 5, 2017** in the Pittsburg area OR
2. Mail events to **arrive by Wednesday December 28, 2016** at the following address:
Traci Buckner P.O. Box 962 Ore City, TX 75683

LATE WRITTEN EVENTS WILL NOT BE ACCEPTED FOR ANY REASON!

NOTICE! Rules for written events!

(Folio's must be used at state, but please submit stapled report at district)

- **2 copies of all written events must be submitted by the deadline listed above.**
- **5 Typed Address labels with: Name of Event; Name of District; Name of School; Name of Students**

Copy #1 (Penalty Point Copy)

- Submit stapled report (*Label on Report Front*)
- Include a copy of the penalty point sheet, stapled **prior** to the STATEMENT OF ASSURANCES (*Label on Penalty Sheet*)

Example:
ADC – Advertising Campaign
D6 – Pittsburg High School
Taylor, Woods, Hill

Copy #2 (Judge Copy)

- Submit stapled report (*Label on Report Front*)
- Include a copy of the Written Evaluation Sheet and Oral Evaluation Sheet stapled prior to STATEMENT OF ASSURANCES (*Label on Both Evaluation Sheets*)

**Statement of Assurances will not have a Label. Labels are for Report cover, penalty sheet, and evaluation sheets only.

Other Information:

The following forms should be mailed to Traci Buckner at the address listed to be received by Wednesday, December 28, 2016. All forms can be found on the Texas DECA website. Late submissions will not be accepted.

- District Officer Candidate Form
- Texas DECA Scholarship Form

**Traci Buckner
District 6 DECA
P.O. Box 962
Ore City, TX 75683**

Officer Candidates:

Please send District applications to Traci Buckner by the date listed. State officer candidates must submit their application to Josh Shankle by December 28 to the address listed in the officer packet. All candidates for any office MUST take and pass the officer test with at least a score of 70% on **Friday, January 6** or they will be ineligible to run for any DECA office.

District officer candidates will be interviewed on January 11th by the current district officers, a state officer, and the District Director.

Conference Conduct and Expectations:

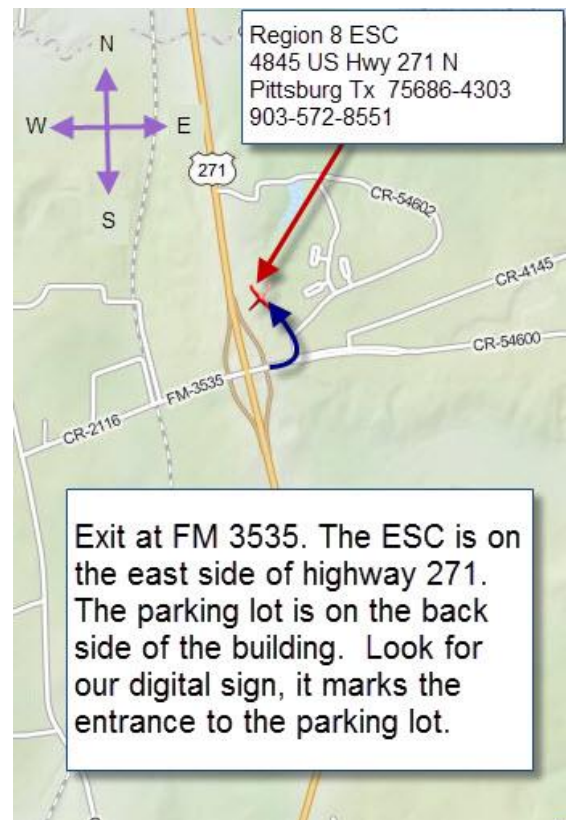
Remind members that we will be guests at Region 8 ESC and they are expected to dispose of trash properly and be respectful of the facility and employees. When students are not competing, they should stay in the conference room. Remember there will be a little down time in between testing and the awards ceremony. Please advise your students to bring something with them to keep them entertained.

Teachers – remember all advisers and chaperones have a duty to perform while at the conference. Please be available to work your shift and help out as needed.

Map to Region 8 ESC →

Tentative Schedule:

9:00	Officer Interviews
9:30	Registration
10:00	Opening Ceremony
10:30	Adviser Meeting
11:00	Lunch
	*All participants will receive a ticket
11:30	Judges arrive; be ready to greet!
11:30	Holding begins for role play events
12:15	Role plays and presentations will begin
4:30/5:00	Awards ceremony



Good Luck and Look Forward to Seeing You at the District 6 Conference!

Texas DECA does not discriminate on the basis of race, color, religion, gender, national origin, age or disability.



DELEGATE (STUDENT & ADULT) CONDUCT PRACTICES AND PROCEDURES

The Board of Directors for DECA, Inc., requires each student delegate attending the conference to read and complete the **Parent Permission Form** as partial completion of attendance requirements.

1. The term “delegate” shall mean any DECA Member, including Advisors attending the District Career Development Conference.
2. There shall be no defacing of public property. Any damages to property or furnishings in hotel rooms or buildings must be paid for by the individual or chapter responsible.
3. Delegates shall keep their adult advisors informed of their activities and whereabouts at all times.
4. Delegates should be prompt and prepared for all activities.
5. Delegates should be financially prepared for all activities.
6. Out-of-town delegates will spend the night at their assigned hotel and in assigned rooms. THEY WILL BE QUIET AT CURFEW.
7. Conference area delegates not staying at the conference hotel shall be off hotel grounds by curfew or immediately following the last scheduled event.
8. No weapons such as guns, knives etc should be possessed at conference.
9. No alcoholic beverages or narcotics in any form shall be possessed by delegates, at any time, under any circumstances.
10. Use of tobacco products is prohibited at all DECA functions. Smoking or possession of tobacco products of any kind by student’s delegates is no longer just a courtesy issue, but one of breaking the law.
11. No delegates shall leave the hotel (except under authorized events) unless permission has been received from Chapter and State Advisors.
12. Delegates are required to attend all general sessions and activities assigned, including workshops, competitive events, committee meetings, etc., for which they are registered unless engaged in some specific assignment taking place at the same time.
13. Identification badges will be worn at all times.
14. The Dress Code will be in effect at all times.
15. Chapter Advisors will be responsible for each delegate’s conduct.
16. Delegates violating or ignoring any of the conduct rules will subject their entire delegation to being unseated and their candidates or competitive event participants being disqualified. Individual delegates may be sent home immediately at their own expense. Curfew will be enforced (curfew means delegates will be in assigned rooms).
17. Casual wear will be accepted during specific social functions as designated during orientation sessions.

** Failure to abide by the rules set by the DECA Board of Directors will result in an infraction notice and requires action by the Delegate Conduct and Practices Committee responsible for conference conduct.

**PARENT PERMISSION
FOR
CONFERENCE PARTICIPATION**

_____ has my expressed permission to attend and participate in the DECA, Texas Association District Career Development Conference which will be held on January 11, 2017 at Region 8 ESC, 4845 US Hwy 271 N, Pittsburg TX 75686.

I/We further agree to indemnify and hold harmless the Texas Association of DECA, the State DECA Board of Directors, the State Advisor of Texas DECA and any volunteer leaders for any harm which might befall the above named student. I/We understand that both prudent and reasonable care will be taken to ensure my child's safety and well-being.

I/We also give my/our expressed permission for the Chapter and/or District Advisor to seek emergency medical treatment, to include surgery, should such an emergency arise, for my/our child.

I/We fully understand and agree to the above conditions and of the Conduct Practices & Procedures as indicated by my/our signature(s) below.

Parent(s)/Guardian(s): _____ Date: _____

Parent(s)/Guardian(s): _____ Date: _____

My signature signifies that I have read and understand the conference Conduct Practices and Procedures and agree to abide by them. My Chapter Advisor has provided me with a copy to read.

Student Signature: _____ Date: _____

Teachers, bring this form with you to the conference for use in an emergency.