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## CALIFORNIA STATE

### CAREER DEVELOPMENT CONFERENCE

NAME: \_\_\_\_\_

STUDENT ID #: \_\_\_\_\_



# MONTA VISTA DECA

## REGISTRATION PACKET

\*please print this page

FORMS DUE: JAN. 22, 2015

officer use only:

Officer Received: \_\_\_\_\_ Date Received: \_\_\_\_\_ Check #: \_\_\_\_\_

DOT Received: \_\_\_\_\_ Date Received: \_\_\_\_\_

DOT Entered: \_\_\_\_\_ DOT Verified: \_\_\_\_\_ Error #: \_\_\_\_\_

Are you ready for the California State Career Development Conference! This competitive conference on February 26th-1st, 2015 will be the biggest one yet. **Please complete the following registration packet and submit with the appropriate payment to Portable 4 or a Monta Vista DECA officer by January 22, 2015.**

#### Registration Outline

Eligibility	Only DECA members in good standing are eligible to participate. Members in good standing will have paid the appropriate State CDC conference fee, completed this registration packet, and turn it in prior to the deadline.
Fees (Checks to Monta Vista DECA)	<b>\$325</b> for each student (inclusive of housing).
Refunds	Unfortunately, Monta Vista DECA will <u>not be providing refunds</u> after members are registered to attend.
Conference & Housing	Monta Vista DECA allows students to request a room of 3 to 4 other attendees (from Monta Vista High School). Attendees sharing a room must be of the same gender. Keep in mind that every roommate is responsible for the room, so choose rooms wisely. <small>Monta Vista DECA reserves the right to change any arrangement</small>
Students & Chaperones	Monta Vista DECA maintains the student to chaperone ratio of 1:15 for all leadership conferences. Parents are encouraged to chaperone for States if space permits.
Transportation	Monta Vista DECA will not be responsible for transportation to and from the event. However, we highly encourage students to carpool with one another.
Contact Information	For comments or questions, please drop us a line at <a href="mailto:registration@mvdeca.org">registration@mvdeca.org</a>
In Case of Emergency	In case of medical emergency, call 911, and then notify Ani Kunaparaju (408.202.4717) or Sanketh Hegde (408.832.1289 ) 24 hours a day during the conference.

Note: Additional registration information and restrictions are available upon request

Student Registration (Step 1):

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Student ID:** \_\_\_\_\_ **Student Cell:** \_\_\_\_\_

**Meal Preference:** ☐ **Vegetarian** ☐ **Vegan** ☐ **None**

**Medical Group Name:** \_\_\_\_\_

**Policy Number:** \_\_\_\_\_

**Medical Group Address:**

\_\_\_\_\_

**Emergency Contact:** \_\_\_\_\_  
Name Telephone Number

*I have completed the above information to the best of my knowledge, and have read the attached California DECA & FUHSD Regulation Forms.*

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

Step 2: Complete the attached CADECA Medical Release & Dance Contract

Step 3: Complete the FUHSD District-Sponsored Event Form

Step 4: Turn-in a check payable to MVDECA for to any officer

ALL STEPS MUST BE COMPLETED BY JANUARY 22, 2015

# FORM D - PERMISSION/MEDICAL RELEASE FORM (4 PAGES TOTAL)

## ALL CALIFORNIA DECA SPONSORED ACTIVITIES 2014-2015

### CODE OF CONDUCT

Attendance at any California DECA sponsored conference or activity is a privilege. The following conduct policies will apply to all delegates: students, alumni, advisors, and any other authorized persons attending the activity. This form must be signed by each student and alumni (under 21) attending a CALIFORNIA DECA activity and submitted to the chapter advisor prior to the respective registration deadline. The chapter advisor must have a completed copy of the permission/medical release form for each student attending in their possession for the duration of the event, including travel to and from the event. This Forms must be kept on file in the local school district after conference.

Delegates shall abide by the rules and practices of *CALIFORNIA DECA and school district policies* at all times to, during, and from the designated point of origin of the activity. Delegates shall respect and abide by the authority vested in the CALIFORNIA DECA organization. The standards outlined in this document constitute the California DECA Code of Conduct.

#### The following shall be regarded as severe violations of the CALIFORNIA DECA Code of Conduct:

Should a conduct code violation occur for item 1 through 7 below, regardless of when exposed, the violating student(s) will be sent home and will not be eligible to attend any other state, regional, or national conference during that school year. If the violation warrants it, law enforcement may also be notified. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees.

1. **Alcohol, Drugs and Tobacco:** a student shall not possess, use, transmit, be under the influence of, or show evidence of having used an alcoholic beverage, other drugs, substances or tobacco products capable of or intended, purported, or presumed to be capable of altering a student's mood, perception, behavior or judgment; other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and must be on record with the advisor. Nor shall the student possess, use, sell or transmit paraphernalia associated with drugs, alcohol, or chemical substance in any form (including tobacco), at any time, or under any circumstances, on public or private properties.
2. **Curfew:** Committing serious violations of curfew regulations as outlined in item 9 below.
3. **Willful Companionship:** Being in the willful companionship of someone who violates any portion of the conduct code, or failing to report any direct knowledge (other than hearsay) of the conduct code violations.
4. **Personal Conduct:** Cheating, dishonesty, or taking unfair advantage of others; participating in social activities other than those with conference participants; conducting acts and/or possession of weapons capable of causing bodily harm or fear of life, defacing or stealing any public or private property (for which financial responsibility will rest solely with offending individuals or their chapter); breaking the law; other serious violations of personal conduct regulations.
5. **Serious Violations** of the student conduct code of the school district or school that the student represents.
6. **Private Transportation:** Driving or riding in a private automobile during a conference, unless accompanied by an authorized advisor. (Delegates are to be housed at the conference site) Occasionally a chapter advisor, under special circumstances, may allow a student to drive or ride in a private automobile to a conference. These students are required to complete a "Permission to use Private Transportation" form to the chapter advisor prior to the conference. Permission to drive/ride applies to transportation of the student named on the form and only to and from the conference site. Once a driving/riding delegate has arrived at the conference site, he/she shall not be in a private automobile again until leaving the site at the end of the conference.
7. **Abusive Behavior and Lewd Conduct:** A student shall not engage in any lewd, indecent, sexual, or obscene act or expression or possess such materials. A student shall not engage in verbal, physical or sexual harassment, hazing, or name-calling. The use of slurs against any person on the basis of race, color, creed, national origin, ancestry, age, sex, sexual orientation, or disability is prohibited.

#### The following shall be other violations of the CALIFORNIA DECA Code of Conduct:

Should a conduct code violation occur for items 8-12 below, regardless of when exposed, the violating student(s) may be sent home and may not be eligible to attend any other state, regional or national conference during that school year. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees or local Advisor.

8. **Conference Conduct:** Failing to wear the supplied conference ID badge and wristband (when provided) at all times from arrival at the conference until departure at the end of the conference; leaving sessions prior to their conclusion (except in the case of emergency); failing to attend all general sessions and assigned activities (including workshops, competitive events, committee meetings, etc.) for which a delegate is registered (unless engaged in a specific assignment taking place at the same time); not abiding by the rules and regulations of DECA or school/district policies from the time he/she leaves his/her home or school for any activity and the time he/she returns to the same home or school following the activity.
9. **Curfew:** Failing to be in your assigned hotel room from the curfew time designated in the conference program until 6 a.m.; causing any noise or other disturbance audible by anyone in the hallway after designated curfew time; ordering any food after the designated curfew time; causing any other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.
10. **Dress:** Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.
11. **Personal Conduct:** Failing to report accidents, injuries or illnesses immediately to the local DECA Advisor; failing to keep adult advisors informed of activities and whereabouts at all times; failure to comply with established grievance process for disputes about competitive event results/processes (including personally confronting judges or event administrators); using tobacco products outside of local school district policies and state law; having a member of the opposite sex in a room if no adult chaperone is present and the room door is not visibly open (e.g., the door may be propped wide open); having a delegate or advisor of the opposite sex in a room without a third person present and the door visibly open.
12. **Hotel Conduct:** Failing to meet the professional standards of housing facilities; accruing incidental room charges (i.e. phone calls, room service, pay-per-view movies, etc.) without settling the account prior to check-out; throwing objects out the window or into the hallway; moving hotel furniture from rooms (e.g., onto the balcony); failing to follow hotel rules and regulations.

**Individual School District Policies may supersede the code of conduct.**

## **DRESS CODE FOR DELEGATES ATTENDING CALIFORNIA DECA SPONSORED ACTIVITIES**

The following guidelines have been developed to clarify the dress code used at all DECA conferences (regardless of locations).

### **ACCEPTABLE CASUAL ATTIRE**

(Travel to/from conferences, dances, and non-conference activities such as shopping, sightseeing, or going out for meals, denim in good taste is allowed at CA DECA conferences only, not allowed at Western Region or National DECA)

Males: Slacks, cords, knee length walking shorts, sports shirts, and DECA t-shirts and sweatshirts. NO gang related clothing or accessories allowed. All clothing must be in good repair and proper size. Undergarments may not show outside of over garments.

Females: Slacks, cords, skirts, blouses, sports shirts, knee-length walking shorts, and DECA T-shirts and sweatshirts. No gang related clothing or accessories allowed. All clothing must be in good repair and proper size Undergarments may not show outside of over garments.

### **ACCEPTABLE BUSINESS ATTIRE**

(Opening/ Closing Sessions, event competition, scholarship interviews, state/national officer interviews, workshops, or banquets)

Males: Dress slacks, dress shirt, tie, dress shoes and socks, (no tennis shoes or flip-flop sandals), sweater and/or sport coats. A dress suit or DECA blazer is always appropriate. Shirts are to be tucked in. Belted pants.

Females: Dress (professional business), dress slacks, skirt (not to exceed 3 inches above knees), blazer, dress blouse or collared shirt, coordinated shirt/ blouse, city shorts, dress shoes, (professional business) (no tennis shoes or flip-flop sandals). A dress suit or a DECA blazer is always appropriate. Nylons are recommended with all professional dress.

Activities such as swimming, sunbathing, jogging, or tennis warrant appropriate recreational attire for that activity.

**At any time during the conference while on-site (including hotels), you must be in casual or business attire.**

## CALIFORNIA DECA DELEGATE PERMISSION/MEDICAL RELEASE FORM

(Students and Alumni are collectively referred to as "Delegates" in this document)

**Conduct Code Endorsement, Permissions to Attend California DECA Sponsored Activities, and Authorization to use pictures or student name in publications.**

### Release of Claim for Damages, Emergency Medical Treatment Authorization:

Name of Delegate _____	Date: _____
Home Address _____	Phone: _____
_____	Date of Birth: _____
Name of High School _____	Phone: _____
Advisor (s) in Charge _____	

This is to certify that *the above named delegate* has my permission to attend all California DECA sponsored activities for the 2014-2015 School Year. I also do hereby, on the behalf of *the above named delegate* absolve and release California DECA, the school officials, the DECA chapter advisors, conference staff, and California DECA staff from any claims for personal injuries/damages which might be sustained while he/she is en route to and from or during the DECA sponsored activity.

I authorize the above named advisor or the California DECA staff to secure the services of a doctor or hospital for *the above named delegate*. I will incur the expenses for necessary services in the event of accident or illness and provide for the payment of these costs.

I grant permission to California DECA and its staff/contractors, State Department of Education, and sponsors/supporters to use the above delegate's name and likeness (including photographs, video footage, silhouettes, and audio clips) in publications, productions, promotions and on websites for informational, promotional and other related purposes without further consideration, and acknowledge the right of California DECA to crop, treat, edit, or otherwise modify the photographs, video footage, silhouettes, and audio clips at their discretion.

I also understand that the chapter advisor determines the criteria at the local site, for individual students and alumni to attend and participate at all DECA activities.

We have read and agree to abide by the supplied California DECA Code of Conduct. Should a code of conduct violation occur, law enforcement personnel and or security may be called to assist, and a conduct code committee may be called with the ultimate punishment being that the student may be disqualified and sent home at their/their family's expense and/or be removed from office if in an officer status. If the delegate is sent home reasonable care shall be exercised to ensure a safe, expedient, and financially feasible mode of transportation back to the home community of the delegate involved. We are aware of the consequences that will result from violation of any of the above guidelines.

Student Signature* _____	Date _____
Parent / Guardian Signature* _____	Date _____
Chapter Advisor Signature* _____	Date _____
School /ROP Official Signature* _____	Date _____

### MEDICAL INFORMATION

Known allergies (drug or natural) \_\_\_\_\_

Special medication being taken \_\_\_\_\_

Date of last tetanus shot \_\_\_\_\_

History of heart condition, diabetes, asthma, epilepsy or rheumatic fever \_\_\_\_\_

Any physical restrictions \_\_\_\_\_

Other conditions \_\_\_\_\_

Family doctor \_\_\_\_\_ Phone \_\_\_\_\_

### INSURANCE INFORMATION

Company Name \_\_\_\_\_ Policy Number \_\_\_\_\_

\* This form consists of four total pages. Signatures on this page apply to the content included on all four pages.

## Form E

### California DECA Dance Contract 2014 - 2015

#### Dance Expectations

California DECA prides itself in being the premier student organization and in keeping with that pride we have trust that our members will dress and act with respect and dignity. Attending a DECA dance is a privilege given to members who are willing to follow a few simple rules that will allow us to represent our fellow members, advisors, chapters and state proudly. Inability to follow these rules will result in consequences starting with a warning or could include being sent home or suspended from DECA for a period of time to be determined by the Board of Directors. Our goal for offering a dance is to allow members to have fun, network, and dance in a safe, healthy, and respectful environment. All students must have a name badge and wristband on in order to enter the dance. By choosing to attend DECA Conferences and Dances students consent to searches and/or random breathalyzer checks so that dance organizers can ensure that the environment is safe and secure for all students in attendance.

California DECA is a professional student organization focused on preparing students to be the future leaders in Marketing, Management, and Entrepreneurship. For this reason California DECA requires that all students attending DECA Dances uphold the highest degree of professionalism by adhering to the following guidelines and if necessary the resulting consequences:

#### Dance Guidelines (applies to on and off the dance floor)

1. No rubbing of one's bottom on another person's private area.
2. If when dancing, a couple is facing the same direction, there must be a hand's length of space between the two (approx. 6") and they must be dancing in a respectful manner.
3. No body parts other than your feet may be touching the ground while dancing.
4. No break dancing without permission from an adult supervisor.
5. Partners may face one another while dancing in a hugging position; however, this must be done in an appropriate manner.
6. No straddling legs.
7. No grabbing, touching, or rubbing another person in a distasteful or unwanted way.

#### Consequences:

1. 1<sup>st</sup> warning - Verbal Warning
2. 2<sup>nd</sup> warning - 10 minute time out with advisor/adult chaperoning the dance. The student's Chapter Advisor must come to pick the student up.
3. 3<sup>rd</sup> Incident - Student will be removed from the dance and may be banned from future participation in DECA Conferences and Activities as determined by the Board of Directors. Parents will be notified and incident report submitted to California DECA.

#### Dress Code

If dress code is not followed, students will not be permitted to enter the dance. Dress code can be found in the Code of Conduct and/or conference program.

**I have read, understand, and agree to comply with the California DECA Dance Contract as stated above.**

Chapter Name \_\_\_\_\_ Advisor Name \_\_\_\_\_

Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_



**PARENT/GUARDIAN FIELD TRIP PERMISSION AND MEDICAL AUTHORIZATION (Minor)**

**District-Sponsored Event  
(Attendance Voluntary)**

\_\_\_\_\_ has my permission to go on the following **voluntary** field trip:  
Student's Name \_\_\_\_\_

Destination: \_\_\_\_\_

Date(s): \_\_\_\_\_ Departure Time: \_\_\_\_\_ Return Time: \_\_\_\_\_

Person in Charge: \_\_\_\_\_

Health Needs: Initial and Complete as appropriate.

\_\_\_\_\_ My student has **NO** special health needs the staff should be aware of, and **NO** medication is required on the trip.

\_\_\_\_\_ My student has a special health need, \_\_\_\_\_  
and the following medication should be given the person in charge along with  
written instructions from the student's attending physician:  
\_\_\_\_\_

In the event of illness or injury, I do hereby consent to whatever x-ray examination, anesthetic, medical, surgical or dental diagnosis or treatment and hospital care are considered necessary in the best judgment of the attending physician, surgeon, or dentist and performed by or under the supervision of a member of the medical staff of the hospital or facility furnishing medical or dental services.

As stated in California Education Code Section 35330, I understand that I hold the Fremont Union High School District, its officers, agents and employees, harmless from any and all liability or claims, which may arise out of, or occur, in connection with my student's participation in this activity.

**I also understand and am fully aware that there may be periods of time during this activity in which my student has free time and is unsupervised, and that the District assumes no responsibility for the student's activities or behavior during this free time. I fully understand that participants are to abide by all rules and regulations governing conduct during the trip. Any violation of these rules and regulations may result in that individual being sent home at his/her and/or parents' expense and possible suspension or expulsion from school. It is further understood that the above-named student may travel by automobiles operated by District employees, adult volunteers, or other licensed drivers, including students.**

As parents/guardians of the above named student, it is realized that field trips have certain risks involved and that reasonable attempts will be made to safeguard students and equipment, but that no amount of precaution taken by the instructors can ensure this safety if the student does not obey and cooperate and is unable to accept the responsibility for his/her own actions.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_ Date \_\_\_\_\_

Family Health Insurance Carrier \_\_\_\_\_ Policy Number \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ Zip \_\_\_\_\_

**MAIN LANGUAGE SPOKEN IN HOUSEHOLD:** \_\_\_\_\_

**EMERGENCY CONTACT:** \_\_\_\_\_  
Name and Telephone

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not required to be printed.

compiled by monta vista deca for monta vista deca

california state career development conference  
student registration packet 2015

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