

# Aspire Higher

## 2012 DECA “State” Competition

- When:** Thursday – Saturday (February 23-25, 2012)
- Where:** Omni Hotel (404-659-0000)  
265 Peachtree Center Avenue  
Atlanta, GA 30303
- Cost:** \$230.00 per student (to cover conference, hotel, and bus costs/non-refundable)
- Departure:** 8:00 AM/February 23<sup>rd</sup> (meet at bus loading ramp on the General’s Market Hall in “competition dress code”)
- Return:** Saturday, February 25<sup>th</sup> - 4:00 PM “Approximately” (pending completion time of awards ceremony)
- Due Date:** All required “signed” paperwork and money is due by Wednesday, February 8, 2012

- ❖ Bring money for breakfast, lunch, and dinner and extra spending money for possible shopping for **three days**
- ❖ Registration begins at 12:00 PM
- ❖ Testing Check-In: 12:30 PM -Testing begins at 1:30 PM (Competition dress is required during testing)
- ❖ Tentative Agenda (attached)
- ❖ Dress Code (attached)
  
- ❖ **Mandatory Items to bring:**
  - Watch
  - **Pocket calculator (basic – no programming)**
  - #2 pencils
  - Blank paper

### Required Paperwork

- ❖ HHS signed Instructional Field Trip Permission Form
- ❖ HHS Career Technology Permission Form
- ❖ HHS Medical Authorization and Health History (must also be signed by witness or notary – witness must be at least 21 years of age or older and not a relative – Mrs. Cathy Nix and Mrs. Crowe in our main office will serve as our notaries if you would like to come in and have one of them notarize your form)
- ❖ Georgia DECA Conference Attendance Permission Form
- ❖ Georgia DECA Professional Standards

**ALL REQUIRED PAPERWORK & MONEY IS DUE BY WEDNESDAY, FEBRUARY 8, 2012**



**Tentative Agenda  
Georgia DECA  
State Career Development Conference  
February 23-25, 2012**

**Thursday, February 23, 2012**

<b>AMA Scholarship Interviews</b>	<b>12:00pm-5:00pm</b>
<b>Registration (Advisors Only)</b>	<b>12:00pm-4:00pm</b>
<b>Village Activities</b>	<b>12:00pm-5:00pm</b>
<b>Testing Check In</b>	<b>12:30pm-1:20pm</b>
<i>(All events with the Marketing Cluster Exam &amp; Business Admin Core)</i>	
<b>Testing (Marketing Cluster &amp; Business Admin Core)</b>	<b>1:30pm-3:00pm</b>
<b>Testing Check In</b>	<b>3:00pm-3:50pm</b>
<i>(All events with the Finance, Hospitality &amp; Tourism, Business Management &amp; Admin Cluster Exams)</i>	
<b>Testing (Finance/Hospitality/Business Mgmt. &amp; Admin)</b>	<b>4:00pm-5:30pm</b>
<b>Written Manual Judging</b>	<b>1:00pm-6:00pm</b>
<b>State Officer Testing</b>	<b>3:00pm-3:30pm</b>
<b>State Officer Interviews</b>	<b>3:00pm-5:00pm</b>
<b>Opening Session</b>	<b>8:00pm-10:00pm</b>
<b>Finalists Posted</b>	<b>11:30pm</b>
<b>Curfew</b>	<b>11:45pm</b>

**Friday, February 23, 2012**

<b>Testing Check In</b>	<b>8:00am-9:00am</b>
<i>(Test Only Events-Specific Areas)</i>	
<b>Testing (Test Only Specific Areas)</b>	<b>9:00am-10:30am</b>
<b>Leadership Workshops</b>	<b>9:00am-12:00pm</b>
<b>Memorial Scholarship Interviews</b>	<b>8:00am-12:00pm</b>
<b>Village Activities</b>	<b>9:00am-3:00pm</b>
<b>Campaign Booth Setup</b>	<b>9:00am-12:00pm</b>
<b>Role Play &amp; Team Events</b>	<b>9:00am-4:00pm</b>
<b>Business Speech/Job Interview/Marketing Decision Making</b>	<b>9:00am-4:00pm</b>
<b>Foundation Expo</b>	<b>12:00pm-4:30pm</b>
<b>State Officer Campaigning</b>	<b>2:30pm-4:30pm</b>
<b>Tours</b>	<b>3:00pm-7:00pm</b>
<b>Business &amp; Election Session</b>	<b>8:30pm</b>
<b>Dance &amp; Foundation Baskets</b>	<b>10:00pm-11:30pm</b>
<b>Curfew</b>	<b>12:00am</b>

**Saturday, February 25, 2012**

<b>Awards Ceremony</b>	<b>9:00am</b>
<b>Winners Meeting</b>	<b>11:30am</b>
<b>State Action Team Meeting</b>	<b>12:00pm</b>

# Dress Code for State CDC

*Name Badges Must be Worn at All Times*

## Testing

- Casual slacks, blouse or shirt, socks and casual shoes
- Jeans, t-shirts and athletic shoes are NOT included in business casual attire.

## At Competition Site Or When Appearing Before Judges

### Females

- Business suit or blazer with dress blouse and dress skirt or dress slacks or business dress
- Dress shoes (no tennis shoes or flip-flop sandals)
- Mini Skirts, short tops and short dresses are not appropriate
- DECA Blazer is strongly encouraged

### Males

- Business suit, Blazer or sport coat with dress slacks, collared dress shirt and necktie
- Dress shoes (no tennis shoes or flip-flop sandals) and dress socks
- DECA Blazer is strongly encouraged

## General Sessions & Workshops

### Females

- Business suit or blazer with dress blouse and dress skirt or dress slacks or business dress
- Dress shoes (no tennis shoes or flip-flop sandals)
- Mini Skirts, short tops and short dresses are not appropriate
- DECA Blazer is strongly encouraged

### Males

- Business suit, Blazer or sport coat with dress slacks, collared dress shirt and necktie
- Dress shoes (no tennis shoes or flip-flop sandals) and dress socks
- DECA Blazer is strongly encouraged

*\*\*Students and Advisors that do not meet these dress code guidelines will be asked to leave and change into appropriate Dress Code Attire*

## Georgia DECA Dance (Friday Night)

- Conference T-shirt
- Jeans and athletic shoes
- Shorts and skirts are not acceptable.

## On Stage

### Females

- Business suit or blazer with dress blouse and dress slacks (please no skirts or dresses)
- Dress shoes (no tennis shoes or flip-flop sandals)
- DECA Blazer is strongly encouraged

### Males

- Business suit, Blazer or sport coat with dress slacks, collared dress shirt and necktie
- Dress shoes (no tennis shoes or flip-flop sandals) and dress socks
- DECA Blazer is strongly encouraged

## The Following Are Unacceptable at Any Georgia DECA Event

- Skin-tight or revealing clothing
- Midriff-baring clothing
- Leggings or graphic designed hosiery/tights
- Clothing with printing that is suggestive, obscene or promotes illegal substances
- Athletic clothing & Swimwear

INSTRUCTIONAL FIELD TRIP PERMISSION FORM

We will be taking a field trip to DECA State Competition at the Omni Hotel  
in Atlanta, GA on Thursday – Saturday (February 23-25). We will be using a  
county school bus and will leave the school at 8:00 AM on February 23<sup>rd</sup> and will return  
at approximately 4:00 PM on Saturday, February 25<sup>th</sup>. We are asking each  
student to bring \$ see attached flyer. The total fee for students field  
trips in the Career Technology Department, includes registration fees, hotel costs (if an  
overnight stay is required), any admission fee for entertainment when applicable, cost for the  
bus, and for the substitute teacher. If the field trip is to an event where an admission fee is  
required for the teacher, that cost is also averaged in the amount charged to each student.

Please be aware that this contribution is purely voluntary and that no student will be denied  
the opportunity to participate for failure to contribute. Please complete the

permission form and return both the form and the money by: Wednesday, February 8, 2012.

Cut and return bottom portion

---

My child, \_\_\_\_\_, has permission to participate  
in the field trip to \_\_\_\_\_.

Person to notify in case of an emergency: \_\_\_\_\_.

Phone number where above person can be reached on the day of field trip.

---

Phone

---

Signature of Parent or Guardian

---

Date

MEDICAL AUTHORIZATION AND HEALTH HISTORY

Student's Full Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address: (City/State/Zip Code) \_\_\_\_\_

Full Names of Parents or Responsible Parties \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Health History  
(Please give dates where known)

Operation (within last year) \_\_\_\_\_

Emotional Problems (i.e. hyperventilation, etc.) \_\_\_\_\_

Serious Medical Problems \_\_\_\_\_

Rheumatic Fever \_\_\_\_\_ Diabetes \_\_\_\_\_ Epilepsy \_\_\_\_\_ Allergy \_\_\_\_\_

Tetanus-Last Injection \_\_\_\_\_ Special Health Problems in the past? \_\_\_\_\_

Allergy to drugs (be specific) \_\_\_\_\_

Any major medication patient is on and dosage (include anti-convulsive, antihistamine, insulin, and tranquilizers) \_\_\_\_\_

Is student under present medical treatment? \_\_\_\_\_

Reason: \_\_\_\_\_

Family Doctor \_\_\_\_\_ Phone \_\_\_\_\_

This is permission for treatment of my child by physician and at hospital for any medical or surgical emergency.

Parent or Legal Guardian \_\_\_\_\_

Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_

FIELD TRIP WAIVER OF RESPONSIBILITY

Whereas, I (We) recognize that the trip to \_\_\_\_\_ on \_\_\_\_\_ is a voluntary educational opportunity. I (We) the parent(s) or legal guardian(s) of \_\_\_\_\_ do grant him/her permission to travel with the chosen group of students under the supervision of the school board-approved chaperones on the school board approved trip. I (We) agree not to hold responsible the chaperones, Heritage High School, its offices, or the County Board of Education for accidents, injuries, or illness of our child during this trip.

\_\_\_\_\_  
Signature of Father/Guardian

\_\_\_\_\_  
Signature of Mother/Guardian

SEAL      Signed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_  
Notary Public \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

**STUDENT INFORMATION**

Student Name		Date	
Home Address			
City		Zip	Date of Birth
Home Phone	Student's Cell Phone	School Phone 706-937-6464	
High School		Adviser	

**AGREEMENT**

This is to certify that the above named student has my permission to attend the **2012 Georgia DECA State Competition in Atlanta, GA.** I also do hereby, on behalf of the above named student, absolve and release the school officials, the Heritage High staff and Chaperones from any claims for personal injuries, which might be sustained while he/she is in route to and from or during the event.

**I authorize the above named Career Tech adviser(s) or Heritage High staff to secure the services of a doctor or hospital. I will incur the expenses for necessary services in the event of accident or illness and provide the payment for these costs.**

I have read and agree to abide by the Catoosa County Code of Conduct. I also agree that the school officials, the Career Tech advisers, or Heritage High staff/Chaperones have the right to send the above named student home from the activity at my expense, provided that in their opinion the seriousness of the violation of Conduct Code warrants it.

**MEDICAL INFORMATION (Attach an additional page if necessary)**

Known Allergies (drug or natural)	
Special Medications Being Taken	
History of heart condition, diabetes, asthma, epilepsy, etc.	Date of last tetanus shot
Any physical restrictions	
Family Doctor	Doctor Phone

**INSURANCE INFORMATION**

Insurance Company	Policy Number
Coverage and Limitations	

**SIGNATURES**

Student Signature	Date
Parent or Guardian Signature	Date
Chapter Adviser Signature	Date
School Official Signature	Date

# GEORGIA DECA CONFERENCE ATTENDANCE PERMISSION FORM

This is to certify that \_\_\_\_\_  
*(Print Student's Name)*

has my permission to attend the DECA activity on \_\_\_\_\_.  
*(Print Date)*

I also do hereby, on behalf of \_\_\_\_\_  
*(Print School Name)*

absolve and release the school officials, the DECA chapter advisors and the assigned state DECA staff from any claims for personal injuries which might be sustained while in route to and from or during the DECA sponsored activity. I understand that during the conference, Georgia DECA will be taking pictures of students and advisors to use in promotional material. It is also my understanding that the mode of transportation will be \_\_\_\_\_.  
*(Print Mode of Transportation)*

### EMERGENCY

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.

We have read and agree to abide by the DECA Professional Standards. We also agree that the school officials, the DECA chapter advisors and/or the state DECA staff have the right to send the above name student home from the activity, provided that he/she has violated the DECA Professional Standards and/or his/her conduct has become a detriment to the success of the conference. We also understand he/she will not be allowed to attend another GA/National DECA Event.

\_\_\_\_\_  
Print Name of Student Attending

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

\_\_\_\_\_  
Insurance Company Name

\_\_\_\_\_  
Policy Number

If insurance information is not provided, all signatures below are made in acknowledgement of the fact.

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

\_\_\_\_\_  
Home Phone Number

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

\_\_\_\_\_  
School Official Signature

*Please note: Copies of this form must be kept on hand by the DECA Chapter Advisor during the conference.*

# GEORGIA DECA PROFESSIONAL STANDARDS

For each person attending any Georgia DECA sponsored conference, he/she must read and sign the code of conduct. A copy of the code of conduct must be turned in for each person attending the conference. Deviation from this Code of Conduct could result in the student/school being sent home from the DECA activity.

Georgia DECA wants every person to have an enjoyable experience with every attention paid to safety and comfort. All participants will be expected to conduct themselves in a manner best representing the nation=s greatest student organization.

Note that attendance is not mandatory. By voluntarily participating, you agree to follow the official conference rules and regulations or forfeit your personal rights to participate. We are proud of our students and know that by signing this Code of Conduct, you are simply reaffirming your dedication to be the best possible representative of Georgia DECA.

1. I will, at all times, respect all public and private property, including the hotel/motel in which I am housed.
2. I will spend each night in the room of the hotel/motel to which I am assigned.
3. I will strictly abide by the curfew established and shall respect the rights of others by being as quiet as possible after curfew.
4. I will not visit in the sleeping room of the opposite sex.
5. I will not use alcoholic beverages. I will not use drugs unless I have been ordered to take certain prescription medications by a licensed physician. If I am required to take medication, I will at all times, have the orders of the physician on my person.
6. I will not leave the hotel/motel without the express permission of my advisor. Should I receive permission, I will leave a written notice of where I will be. My conduct shall be exemplary at all times.
7. I will keep my advisor informed of my whereabouts at all times.
8. I will, when required, wear my official identification badge.
9. I will respect official DECA dress and not smoke while wearing it.
10. I will attend & be on time for, all general sessions & activities that I am assigned to and registered for.
11. I will adhere to the dress code at all required times.
12. I will act respectfully at the dance or I understand that I will be ask to leave.

**Attending the DECA Dance is a privilege. All attendees must abide by the following guidelines:**

-Sexually explicit dancing also known as “dirty dancing”, “freaking”, or “sandwich dancing” is not permitted. Any dance simulating sexual moves is not allowed.

-At the discretion of the DECA advisors, chaperones, or security, a student may be asked to leave the dance for inappropriate dancing or inappropriate behavior.

-School dress codes apply to the DECA dance. Jeans and a DECA t-shirt would be considered appropriate attire. Midriffs, spaghetti straps, muscle shirts, pajamas, and mini skirts ARE NOT considered appropriate. Students in dress code violation will be ask to leave the dance.

## Code of Conduct Agreement

I, \_\_\_\_\_ agree that if, for any reason, I am in violation of any of the rules of the conference, I may be brought before the appropriate discipline committee for an analysis of the violation. I also agree to accept the penalty imposed on me. I understand that any penalty and reasons for it will be explained to me before it is carried out. I further realize that this conference is designed to be an educational function and all plans are made with that objective.

---

*Student Attendee Signature*

---

*Advisor Signature*

*Copies of this form must be kept on hand by the DECA Chapter Advisor during the conference.*

## **Written Test**

All tests will be 90 minutes maximum time. Competitors will be notified of time left at 60 minutes, 30 minutes, 15, minutes, 5 minutes, and 1 minute. Each and every competitor should wear a watch for competition.

A Basic Calculator will be available for every student testing. Students do not need to bring their own calculator.

#2 Pencils will be provided for every student testing, students do not need to bring their own pencils.

Blank Paper will be provided for every student testing, students do not need to bring their own paper.

Cell Phones may NOT be visible while students are in competition.

Business Casual Dress is required during testing; please refer to the official Dress Code for State CDC.

# State CDC Food Options for Chapters

## **CNN Center**

Fast Food: Arby's Blimpie, Chick-Fil-A, China Breeze, Dunkin Donuts, Fuji Express, Great Wraps, Moe's Southwest Grill, Roman Delight, Salad Sensations, Starbucks, Taco Bell, TJ's, Wendy's

Full Service Restaurants- Dantanna's, Don Juan Mexican Cantina, McCormick & Schmick's, Prime Meridian at the Omni Hotel, Taco Mac

For hours of operation go to: [www.cnncenterretail.com](http://www.cnncenterretail.com)

## **Omni Hotel**

Latitudes Bistro and Lounge

Also located in the South Tower is Latitudes Bistro and Lounge.

Open Mon. - Sat. 11:30 a.m. - 1:00 a.m. and Sun. 1:00 p.m. - 12:00 a.m.

Morsel's

In the North Tower, you'll find Morsel's coffee shop. Morsel's is open daily at 6:00 am.

Guest Room Dining

24-hour guest room dining is available if you choose to enjoy delicious cuisine in the privacy of your room.