

# Dance Masters of America

## National Bylaws and National Standing Rules



**Revised October 2023**

# Table of Contents

Article I	Name	page 3
Article II	Object and Mission	page 3
Article III	Code of Ethics	page 3
Article IV	Membership	page 4
Article V	Honorary Membership Status	page 6
Article VI	Dues / Collection / Fifty Year Members / Assessments and Fiscal Year	page 7
Article VII	Grievances	page 7
Article VIII	Disciplinary Action	page 8
Article IX	Resignation / Reinstatement / Reapplication	page 8
Article X	Chapter Affiliation	page 9
Article XI	National Officers	page 11
Article XII	Nominations and Elections	page 12
Article XIII	Meetings	page 13
Article XIV	National Board of Directors	page 13
Article XV	National Executive Committee	page 14
Article XVI	National Advisory Committee	page 14
Article XVII	Special Programs	page 15
Article XVIII	National Committees / Councils	page 15
Article XIX	Mail Vote	page 16
Article XX	Parliamentary Authority	page 16
Article XXI	Dissolution	page 16
Article XXII	Amendments	page 16
Article XXIII	Indemnification	page 16
	Standing Rules	page 17
	Affiliation	page 17
	Applications / Applicants / Examinations / Certified Examiners	page 18
	Awards	page 19
	Bylaws	page 19
	Checks / Dishonored Checks	page 19
	Committees and/or Chairmen	page 19
	Compensation	page 20
	Compensation for Title Holders	page 22
	Competition	page 22
	Convention	page 22
	Delegates and Alternates	page 22
	Dues / Fees	page 22
	Duties of Officers	page 22
	Elections	page 24
	Ethics Committee / Grievances / Charges / Actions / Deposition	page 24
	Fines / Penalties	page 27
	Membership Inquiries and Applications	page 27
	Membership Transfers	page 27
	Scholarships	page 28
	Teachers Training School	page 31
	Obligation of DMA Members	page 32
	Obligation of DMA Officers	page 32

# DANCE MASTERS OF AMERICA, INC.

## National Bylaws

### ARTICLE I – NAME

The name of this organization shall be DANCE MASTERS OF AMERICA, INC. (hereinafter referred to as DMA), a non-profit educational organization, incorporated in the State of Maryland.

### ARTICLE II – OBJECT AND MISSION

#### Section 1: Object

The object of this organization shall be to:

- A. enable dance educators and their students to meet for a cooperative and collective study of their profession.
- B. advance the art of dance and improve the practices of its teachings.
- C. strive for the mutual interest and fraternal cooperation of its members.
- D. aid young dancers and dance teachers by awarding educational dance scholarships to accredited colleges, private schools of dance, educational and/or DMA educational workshops or conventions.

#### Section 2: Mission

Dance Masters of America, Inc. is a professional organization of artists, certified educators, and academically degreed members, committed to the elevation of the art of dance and provides innovative artistic experiences for the advancement of dance worldwide.

### ARTICLE III - CODE OF ETHICS

The Code of Ethics shall apply to all members of Dance Masters of America, Inc. and its Affiliated Chapters. The term “teacher” and or “educator” as used in this code, includes all members of DMA. This code seeks to set standards for members and to provide guidelines for the development of desirable conduct which will promote the dignity, integrity and public and professional image of the dance profession, DMA, and its members. The creation and maintenance of a professional image imposes on the member teacher a number of professional and ethical responsibilities.

- A. A member teacher’s first professional responsibility is to enhance the quality of dance education provided to the students in his/her charge. In furtherance thereof, the educator shall strive to improve his/her techniques for teaching all types of dance, especially as modified or revised in accordance with the progress of dance education by DMA. Teachers shall make a constant and consistent effort to improve professionally through continual study, knowing that *“Dance is a Living Art”*.
- B. The member teacher shares a collective responsibility to work for the good of DMA. They must uphold its educational goals and standards, and abide by and uphold the Bylaws, Standing Rules, and other policies of DMA.
- C. DMA recognizes that a higher standard of personal behavior is expected of its members, therefore:
  1. A member shall not make derogatory comments about or against others in the dance profession.
  2. A member shall not knowingly solicit another teacher’s students.
  3. A member or group of members shall not make unauthorized representations to other individuals or organizations on behalf of DMA or its affiliated chapters.
- D. It is the member teacher’s responsibility to maintain relationships with students, assistants, and employees on a professional basis. DMA recognizes the trust placed in as well as the unique power of the teacher-student relationship. The teacher-student relationship also shall include the member teacher’s assistants and employees. The teacher-student relationship involves a power of imbalance; therefore, the teacher shall not engage in harassment, abusive words, or actions.
- E. All forms of sexual behavior or harassment with students are unethical, even when students invite or consent to such behavior involvement. Sexual behavior is defined as, but not limited to, all forms of overt and covert seductive speech, gestures, and behavior, such as physical contact of a sexual nature. Harassment is defined, but not limited to, comments, gestures, or physical contacts of a sexual nature.
- F. The students, assistants and employees perceive the member teacher as an example of integrity. The personal behavior of a teacher shall be legal, ethical, and moral. Appropriate assistance shall be sought by the member teacher for personal problems and conflicts which may affect the teacher’s public and professional image. The member teacher’s behavior shall always reflect that the member teacher is aware that he/she is considered an example to students, assistants, and employees.
- G. The member teacher and his or her agents shall be willing to work with his/her colleagues, regardless of age, sex, nationality, ethnic origin, status, religion or political affiliation, qualification, or personal differences. The member teacher and his or her agents shall not knowingly solicit another teacher’s students.

- H. Any advertising, verbal or written, including but not limited to announcements, public statements, and promotional activities, shall not misrepresent professional qualifications, or contain any false, fraudulent, misleading, deceptive, or unfair statements.
- I. Fees and financial arrangements should always be disclosed in writing without hesitation or equivocation before the commencement of dance instruction. All fees charged shall be of a standard which upholds the dignity of the dance profession. All fiscal affairs shall be conducted with due regard to recognized business and accounting procedures.

## ARTICLE IV – MEMBERSHIP

Membership in this organization shall be through an Affiliated Chapter. Only official DMA Membership Applications completed with all accurate information and required signatures shall be accepted by the DMA National Administrative Assistant.

### Section 1 - Classification of Membership

DMA offers eleven (11) classifications of membership, each having individual requirements and benefits and each of which shall be maintained through membership in an Affiliated Chapter.

Affiliated Chapters:

1. are required to offer Certified Active, Certified Active C.E., DMA Honorary Certified Active, and DMA Honorary Certified Active C.E. classification of membership.
2. are not required to offer Partnering, Partnering C.E., Degreed, Degreed C.E., Professional, Professional C.E., or Associate classification or membership.

#### A. Certified Active Membership

##### 1. Eligibility

To be eligible for Certified Active Membership, the applicant shall:

- a. be eighteen (18) or older.
- b. have studied dance.
- c. have taught dance as a teacher or assistant teacher for a period of not less than three (3) years out of five (5) years immediately prior to the submission of the Membership Application.
- d. be actively engaged in dance education.
- e. be reviewed by the DMA Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a crime; meet the examination requirements as prescribed in Article IV, Section 1, A 2.

##### 2. Examination

Certification shall be offered in ballet, tap, jazz, modern, and acrobatics and shall adhere to the minimum guidelines as stated below:

- a. one (1) subject of dance the applicant teaches if the applicant teaches only one (1) subject.
- b. a minimum of two (2) subjects of dance the applicant teaches if the applicant teaches more than one (1) subject.
- c. if only one (1) examination is taken upon joining DMA and, if at a future date, the applicant should teach more than one (1) subject, an examination in one (1) additional subject they teach shall be required.

##### 3. Examiners

- a. A minimum of two (2) DMA members who are Nationally Certified or Chapter Certified Examiners shall administer the membership examination(s).
- b. An examiner may only administer tests in the subject he/she has passed and is certified in. Exception: if an examiner joined prior to an exam being offered, they shall be considered "grandfathered" in that subject, but still must be certified to examine.
- c. DMA examinations may not be administered by anyone who has any affiliation with the applicant.

##### 4. Exceptions

- a. Applicants who have passed the Cecchetti Teachers Elementary Examination (formerly known as Grade V) shall not be required to take the DMA Ballet Examination for membership.
- b. Applicants who have passed the Royal Academy of Dancing-Elementary Examination shall not be required to take the DMA Ballet Examination for membership.
- c. Applicants who have passed the Teachers Training School examination(s) may become members without further examination in those same subjects of dance.

##### 5. Specifications

- a. Examinations may be given at any DMA sponsored function.
- b. Examinations given at any National Event shall only be given according to the requirements and procedures of the designated Affiliated Chapter with an Affiliated Chapter Examiner as a member of the National Examination Committee or with the Affiliated Chapter Delegate observing the examination.

- B. Certified Active C. E. Membership (Continuing Education)  
To be designated as a Certified Active C.E. Member in DMA, the Certified Active member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapters. Continuing Education Certificates are provided by the DMA National Office to the Affiliated Chapter and administered and presented by the Affiliated Chapter.
- C. Partnering Membership
1. Eligibility  
To be eligible for Partnering Membership, the applicant shall:
    - a. be eighteen (18) years of age or older.
    - b. must have successfully passed an examination for entry into another professional dance organization.
    - c. be actively engaged in dance education.
    - d. submit current documentation as proof that the applicant is a member from an organization that requires entry by test.
    - e. be reviewed by the DMA Ethics Committee to determine membership eligibility, or continued eligibility of membership, if the applicant has been found guilty of a crime.
  2. Examination  
Any applicant submitting a copy of their membership certificate shall not be subject to further examinations.
- D. Partnering C.E. (Continuing Education) Membership  
To be designated as a Partnering C. E. Member in DMA, the partnering member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapter. Continuing Education Certificates are provided by the DMA National Office to the Affiliated Chapter and administered and presented by the Affiliated Chapter.
- E. Degreed Membership
1. Eligibility  
To be eligible for Degreed Membership, the applicant shall:
    - a. be eighteen (18) or older.
    - b. have studied dance.
    - c. be actively engaged in dance education for a minimum of three (3) out of five (5) years immediately prior to the submission of the membership application.
    - d. submit a copy of their earned Degree from one or more of the Affiliated Chapter approved institutions of higher education.
    - e. be reviewed by the DMA Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a crime.
  2. Examination  
Any applicant submitting a copy of their earned Degree from one or more of the Affiliated Chapter approved institutions of higher education shall not be subject to further examinations.
- F. Degreed C.E. (Continuing Education) Membership  
To be designated as a Degreed C.E. Member in DMA, the degreed member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapter. Continuing Education Certificates are provided by the DMA National Office to the Affiliated Chapter and administered and presented by the Affiliated Chapter.
- G. Professional Membership
1. Eligibility  
To be eligible for Professional Membership, the applicant shall:
    - a. be eighteen (18) or older.
    - b. have studied dance.
    - c. be actively engaged in dance for a minimum of three (3) out of five (5) years immediately prior to the submission of the Membership application.
    - d. submit documentation as proof that the applicant has danced professionally for a period of not less than three (3) years in any one or more of the following: on or off-Broadway Production, in commercials, aboard a cruise line, at a theme park, or as part of a touring, industrial, national, or regional theatre or dance company, MTV video, etc.
    - e. be reviewed by the DMA Ethics Committee to determine membership eligibility or continued eligibility of membership if the applicant has been found guilty of a crime.

2. Examination

Any applicant submitting documentation for Professional Membership status shall not be subject to further examinations.

H. Professional C.E. (Continuing Education) Membership

To be designated as a Professional C.E. Member in DMA, the Professional member must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapter. Continuing Education Certificates are provided by the DMA National Office to the Affiliated Chapter and administered and presented by the Affiliated Chapter.

I. Honorary-Certified Active Membership

A member who has served this organization in the office of National President shall have Honorary-Certified Active Membership conferred at the expiration of the term of office.

1. The Honorary-Certified Active member shall enjoy all the privileges of Certified Active Membership and be exempt from the payment of all dues, fees and/or assessments.
2. This privilege shall not include any food functions.

J. Honorary-Certified Active C.E. Membership (Continuing Education)

To be designated as an Honorary-Certified Active C.E. member in DMA, a National Past President must participate in a minimum of ten (10) hours of dance education per year. This may be accomplished through private or class instruction, or by active participation at conventions and workshops. Acceptable venues must be approved by the Affiliated Chapter. Continuing Education Certificates are provided by the DMA National Office to the Affiliated Chapter and administered and presented by the Affiliated Chapter.

K. Life Membership

Life Membership may be conferred on any member who has been a member in good standing for a minimum of twenty-five (25) years and has retired from the dance profession.

1. Any Member who receives compensation from any dance related activity such as owning an interest in a dance studio, teaching, choreographing, coaching, adjudicating or entering competition, as a Teacher of Record, Teacher of Recognition or Choreographer shall not be eligible for Life Membership.
2. The Affiliated Chapter shall present requests for Life Membership in writing to the DMA National Treasurer for verification of eligibility. If all qualifications are met, Life Membership shall be granted.
3. Life Membership shall automatically cease, and prior membership status resume should the Life Member again become active in the dance profession.
4. Life Members shall be exempt from the payment of DMA dues.
5. Life Members shall be exempt from the payment of the National Convention Registration fee. This privilege shall not include any food functions.
6. Life Members are no longer entitled to 50 Year Membership Status.

### Section 2 - Privileges

- A. All members in good standing may participate in study programs, meetings and functions and shall be entitled to the floor for discussion.
- B. Only Certified Active, Certified Active C.E., Honorary Certified Active, and Honorary Certified Active C.E. Members in good standing shall:
  1. participate in the transaction of business and shall have the privilege of voting and holding office.
  2. use the DMA official (oval) logo that states "Certified by Test to Teach" and/or the commercial logo.
- C. Partnering, Partnering C.E, Degreed, Degreed C.E., Professional, and Professional C.E. Members shall have the privilege of using the DMA Commercial logo.

### Section 3 – Good Standing

A member in good standing is one who has taken the oath of obligation, paid all dues, fees and assessments and who is not under suspension by the Chapter or the National Organization.

## ARTICLE V - HONORARY MEMBERSHIP STATUS

A person who has made a significant contribution to the objects of this organization or to the dance profession may be granted Honorary Membership Status in DMA.

- A. Honorary Members shall be exempt from the payment of all fees.
- B. Any person receiving the DMA Annual Award, the DMA President's Award or the DMA Lifetime Achievement Award shall also be awarded Honorary Membership upon the acceptance of the award.
- C. Requests for Honorary Status in DMA shall be presented in writing to the National President and approved by the Executive Committee. This status does not include the privileges of Active Membership.

## ARTICLE VI – DUES/COLLECTION/FIFTY-YEAR-MEMBERS/ASSESSMENTS & FISCAL YEAR

### Section 1 - Dues

- A. Annual dues for all Certified Active, Certified Active C.E., Partnering, Partnering C.E., Degreed, Degreed C.E., Professional and Professional C.E. Members shall be as provided in the Standing Rules.
- B. Annual dues for all Certified Active, Certified Active C.E., Degreed, Degreed C.E., Professional and Professional C.E. Members shall be payable upon application for membership and on September 1<sup>st</sup> of each year thereafter.
- C. Honorary Certified Active and Honorary Certified Active C. E. Members shall be exempt from the payment of dues and assessments.
- D. Life Members shall be exempt from the payment of dues.
- E. Members in good standing, who are in the Armed Services, upon written request to the National Treasurer, shall be exempt from the payment of dues and shall be extended all privileges of Membership during active duty.

### Section 2 - Collection

All dues shall be collected by the Affiliated Chapters and forwarded within thirty (30) days to the National Treasurer's Office.

### Section 3 - Fifty Year Members

- A. Members, with the exception of Life Members, who have been in good standing for at least fifty (50) years shall be exempt from the payment of DMA dues and may attend the National Conventions without payment of the registration fees.
- B. This privilege shall not include any food functions.
- C. On the fiftieth (50<sup>th</sup>) year of membership, members will be the banquet guest of DMA.

### Section 4 - Assessment

An equal assessment, not to exceed the amount of the yearly dues, may be levied on all Certified Active, Certified Active C.E., Partnering, Partnering C.E., Degreed, Degreed C.E., Professional and Professional C.E. Members upon recommendation of the Board of Directors and upon approval of two-thirds (2/3) of the members present and voting at an annual meeting or a special meeting called for this purpose.

### Section 5 - Fiscal Year

The fiscal year shall be from September 1<sup>st</sup> through August 31<sup>st</sup>.

## ARTICLE VII – GRIEVANCES

All Grievances must be filed within 90 days of the action which caused the grievance.

### A. National against a Member or Chapter

The National Executive Committee shall have the right to file a grievance, with the National Ethics Committee, against any member or Affiliated Chapter if, in the opinion of the National Executive Committee, said member or Affiliated Chapter has failed to abide by the DMA Bylaws, Code of Ethics, or rules of this corporation. The decision of the National Ethics Committee shall be final, and they shall take any disciplinary action they deem necessary.

### B. Chapter against a Chapter

Any Affiliated Chapter shall have the right to file a written grievance against another Affiliated Chapter to the National Executive Committee. The National Executive Committee shall send a written report of the alleged violation to the National Ethics Committee for investigation and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

### C. Member against their Chapter

Any member or group of members shall have the right to file a written grievance against their Affiliated Chapter. The Affiliated Chapter's Board of Directors shall forward the grievance and a report to the Affiliated Chapter's Ethics Committee for review and determination of the charges. If the Chapter's Ethics Committee fails to begin deliberation within thirty (30) days, the grievance shall be sent to the National Executive Committee who will forward the grievance and a report to the National Ethics Committee for review and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee and shall send a written report to the member(s) and the Affiliated Chapter's Board of Directors.

### D. Chapter against Member of their Chapter

Any Affiliated Chapter's Board of Directors shall have the right to file a written grievance against a member of their Affiliated Chapter. The Affiliated Chapter's Board of Directors shall forward the grievance and a report to the Affiliated Chapter's Ethic Committee for review and determination of charges. All appeal must be sent to the Chapter's Ethics Committee for review. The Chapter's Executive Committee shall approve all disciplinary actions taken by the Chapter's Ethics Committee.

**E. Member against Member of their Chapter**

Any member or group of members shall have the right to file a written grievance against another member or group of members of their Affiliated Chapter to the Affiliated Chapter's Board of Directors. The Affiliated Chapter's Board of Directors shall forward the grievance and a report to the Affiliated Chapter's Ethics Committee for review and determination of charges. All appeals must be sent to the National Ethics Committee for review. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

**F. Member against any Member of a Chapter other than their own**

Any member or group of members shall have the right to file a written grievance against another member or group of members of any Affiliated Chapter, other than their own, to the National Executive Committee. The National Executive Committee shall send a written report of the alleged violation to the National Ethics Committee for investigation and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

**G. Chapter against a Member of another Chapter**

Any Affiliated Chapter shall have the right to file a written grievance against a member of another Affiliated Chapter to the National Executive Committee. The National Executive Committee shall send a written report of the alleged violation to the National Ethics Committee for investigation and determination of the charges. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

## **ARTICLE VIII – DISCIPLINARY ACTION**

Any member found guilty by the National Ethics Committee of any violation of the DMA Bylaws, Code of Ethics, or rules of this corporation may be fined, suspended, or terminated. The National Executive Committee shall approve all disciplinary actions taken by the National Ethics Committee.

### **Section 1 – Suspension**

- A. The National Ethics Committee shall determine the length of all suspension.
- B. If a member is charged with a crime and/or indicted of a crime, the procedure for handling ethics violations as set forth in Article VII of the Bylaws shall be suspended until after the charges are dismissed and/or a court of law renders a final decision in the criminal case. When the National or Affiliated Chapter's Board of Directors reports the violation to the appropriate Affiliated Chapter, the Board shall include in the report the outcome of the charges and/or indictment.
- C. Any member whose dues are unpaid by December 1<sup>st</sup> of the current year shall be suspended from membership and denied all privileges of this organization.
- D. Suspension for delinquency of dues, fees and/or assessments is automatically retracted upon full payment of said delinquent dues, fees, and assessments before the end of the current fiscal year.
- E. When the National Ethics Committee deems it necessary to suspend a member, the National Executive Committee shall approve the length of the suspension.

### **Section 2 – Termination**

- A. Any member who has been suspended by the National Ethics Committee twice shall have their membership terminated.
- B. Any member who files or threatens in writing to file a lawsuit against this corporation, its members, or officers without first going through the procedures for handling grievances or ethics violations set forth in Article VII of the Bylaws shall have their membership terminated.
- C. The National Ethics Committee shall place any member found guilty of a crime under review. The National Ethics Committee, with the approval of the National Executive Committee, shall then determine continuing membership status.
- D. Any member whose dues remain unpaid for one (1) year shall have their membership terminated.
- E. Any member who issues a bad check that is not honored with full payment, including all fees and service charges, within thirty days (30) from date of notice by the DMA National Treasurer shall have their membership terminated.

## **ARTICLE IX – RESIGNATION - REINSTATEMENT - REAPPLICATION**

### **Section 1 – Resignation**

- A. All letters of resignation must be sent to the National Treasurer by December 1<sup>st</sup>. Resignations received after December 1<sup>st</sup> will not be approved without payment of the current year's dues.
- B. A member who has resigned may rejoin DMA only one (1) time with payment of current year's dues.

### **Section 2 – Reinstatement**

Any member who has been terminated from membership due to non-payment of dues for a period of less than seven (7) years may be reinstated one (1) time with payment of the current year's dues and one (1) year's back dues.



### Section 3 - Reapplication

- A. Those who reapply for membership must first meet the requirements of Article IV and be approved by the National Advisory Committee and if approved, must re-take the necessary membership examinations. Reapplication is required when:
  - 1. A former member whose membership has been terminated by the National Ethics Committee may reapply after a lapse of seven (7) years with the approval of the National Executive Committee.
  - 2. A former member who has already used their one (1) time reinstatement may reapply, thus qualifying for new membership.
  - 3. Any member who was terminated from membership or resigned their membership for a period of seven (7) or more years may reapply after seven (7) years.
- B. Former members who use their one-time reinstatement or resigned their membership for a period of seven (7) years or more shall retain their previous membership years.
- C. Former members whose membership was terminated by the National or the Affiliated Chapter's Ethics Committee will not retain their previous membership years.

## ARTICLE X - CHAPTER AFFILIATION

### Section 1 - Application

- A. Any organized group of dance teachers with not less than fifteen (15) members in good standing may apply for affiliation as a Chapter in Dance Masters of America, Inc. through the DMA National President. The application shall be in writing and accompanied by:
  - 1. a complete list of officers and members.
  - 2. a copy of the Bylaws, Standing Rules and Competition Rules (if applicable).
  - 3. an affiliation fee which is non-refundable.
- B. Membership Examinations for the members of the proposed group shall be given by National Examiners appointed and approved by the National Advisory Committee.
- C. Members of the proposed group, upon successfully passing their DMA Membership Examination(s), shall be placed in the Chapter-at-Large and are subject to the assessment of dues by the Chapter-at-Large until such time that the proposed group has met all Affiliation requirements and have been officially notified by the National President that the application for Affiliation has been approved by a two-thirds (2/3) vote of the National Executive Committee.
- D. Upon approval of the Affiliation Chapter's name, Bylaws, Standing Rules, Code of Ethics, Competition Rules and the signing of the Affiliation Agreement between the Dance Masters of America, Inc. and the Affiliated Chapter, a Charter shall be issued by the National Advisory Committee and presented by the President.

### Section 2 - Requirements

- A. That the Bylaws, Standing Rules, and Competition Rules of all Affiliated Chapters shall be patterned after the National DMA Bylaws and Standing Rules and approved by the National Advisory Committee. Affiliated Chapters may not maintain Bylaws or Standing Rules that are in direct conflict with the Bylaws and Standing Rules of the National Organization.
- B. That the Competition Rules of all Affiliated Chapters shall be patterned after the National DMA Competition Rules. Affiliated Chapters may not maintain Competition Rules that are in direct conflict with those of the National Organization.
- C. That all members of the Affiliated Chapter shall be required to maintain membership in DMA.
- D. That Affiliated Chapters shall adhere to all classifications of membership authorized in Article IV of the DMA Bylaws and shall use the DMA Membership Applications and Examinations forms. The DMA National Administrative Assistant shall supply the required forms.

#### Affiliated Chapters:

- 1. are required to offer Certified Active, Certified Active C.E., DMA Honorary Certified Active, and DMA Honorary Certified Active C.E. classification of membership.
  - 2. are not required to offer Partnering, Partnering C.E., Degreed, Degreed C.E., Professional, Professional C.E., or Associate classification or membership.
- E. That each affiliated Chapter in good standing shall elect or appoint one (1) Delegate and one (1) Alternate to serve as their representative on the National Board of Directors. Only Certified Active, Certified Active C.E., Honorary Certified Active, or Honorary Certified Active C.E. members in good standing are eligible.
  - F. If a chapter does not have a Certified Active, Certified Active C.E., Honorary Certified Active, or Honorary Certified Active C.E. member available to be Delegate, they may elect or appoint a Partnering, Partnering C.E., Degreed, Degreed C.E., Professional, Professional C.E., or Associate member in good standing, to serve as their representative on the National Board of Directors. The representative will be seated with no voice or vote. This representative's term as delegate does not qualify to run for national office. Chapters will be extended this privilege two (2) times within seven (7) years.

G. If a chapter does not seat a delegate or representative for 2 consecutive years, the chapter will be assessed a fine.

H. That any Chapter not sending a Delegate to the National Convention shall submit the required reports to their assigned National Area Director at least two (2) weeks prior to the National Convention.

- I. That all affiliated chapters must report to the DMA National Administrative Assistant immediately the following:
  - 1. Transfer of members on the official form available on the website.
  - 2. Suspension of membership of any member.
  - 3. Termination of membership of any member including but not limited to disciplinary or non-payment of dues.
  - 4. Denial of membership privileges.
- J. That chapters individually or collectively may host an event for students and teachers to avail themselves of the master teachers and quality activities for which DMA is noted. These events may not be held from the dates of June 1 through August 31.
- K. That Affiliated Chapters shall not have the rights to, or interest in, any assets of this organization; nor shall DMA have any rights to or interest in the assets of an Affiliated Chapter.
- L. That Affiliated Chapters shall not lose their identity to the DMA National Organization, nor will the DMA National Organization interfere with the Affiliated Chapter's normal business affairs. However, DMA reserves the right to enter into disputes within or between Affiliated Chapters under the following conditions:
  - 1. when and if there is a dispute between Affiliated Chapters.
  - 2. when and if an Affiliated Chapter or any member of an Affiliated Chapter is subject to legal action by another member, group of members or by an Affiliated Chapter.
  - 3. when and if DMA is invited, as a non-binding arbitrator, to intercede by either or all parties in any matter.
- M. That the National Advisory Committee members and the National Area Director assigned to the chapter shall have the privilege of attending any Grand Body, Executive Committee or Board of Directors meeting of the chapter.

### Section 3 – Fine, Suspension and Termination of Affiliation Agreement

- A. DMA may fine or suspend privileges or terminate its affiliation with any Chapter that:
  - 1. does not maintain 100% Active DMA Membership.
  - 2. does not maintain a minimum of fifteen (15) dues paying members.
  - 3. does not maintain Bylaws that comply with or are in direct conflict with the Bylaws of the National Organization with the exception of Article IV, Section 1A - F. (Each Affiliated Chapter may use a standard that is higher but not lower than those of the National Organization for membership).
  - 4. does not uphold the Bylaws, Standing Rules, and Competition Rules governed by the DMA National Board of Directors and upheld by the National Executive Committee.
  - 5. does not hold a minimum of two (2) grand body meetings a year.
  - 6. does not offer a member at least ten (10) hours of educational sessions (i.e., workshops, manual reviews, seminars, etc.) per year, excluding competition. These hours may not overlap.
  - 7. does not conduct Chapter business in the best interest of its members or DMA.
  - 8. does not submit the Affiliation Agreement by the deadline date.
- B. The affiliation agreement may be suspended or terminated upon the recommendation of the National Advisory Committee and a two-thirds (2/3) vote of the Executive Committee.
- C. In the event that an Affiliated Chapter wishes to terminate the Affiliation Agreement, with the exception of the Chapter-at-Large, the following guidelines shall apply:
  - 1. The Affiliated Chapter shall conduct a written poll of its complete membership and shall provide the DMA National Treasurer with the names of those members who voted to terminate the agreement.
  - 2. A two-thirds (2/3) vote of the entire membership shall be required to implement termination.
  - 3. Should there fail to be a two-thirds (2/3) vote in favor of termination, the members who wish to remain as an Affiliated Chapter shall assume the right to hold the Affiliation Charter and the Chapter's assets, provided their number is fifteen (15) or more members.
  - 4. Should there be less than fifteen (15) remaining members but there are five or more who wish to work toward raising the number to a Chapter level, a grace period of one year may be granted. If the required fifteen (15) members have not been obtained after the grace period, the Chapter title and number shall be declared null, and void and the charter returned to the DMA National President.
  - 5. The Affiliated Chapter shall give written notice of such intention to terminate within ten (10) days of the decision to the DMA National President.
- D. In the event that DMA wishes to terminate the Affiliation Agreement, with the exception of the Chapter-at-Large, the following guidelines shall apply:
  - 1. The National President shall serve notice of the termination, to the membership of the former Affiliated Chapter who did not vote to remain in DMA to determine their interest in the establishment of a new Chapter.

2. The National President shall offer its services to establishing a new Affiliated Chapter.
3. The National President shall give written notice of such intention to terminate within ten (10) days of the Executive Committee's decision.

#### **Section 4 – Identification**

- A. The Dance Masters of America, Inc. will maintain a Chapter-at-Large for any member who does not reside in an area geographically close to an established Affiliated Chapter with regularly scheduled functions or has personal reasons for not affiliating through the nearest Affiliated Chapter.
- B. Each Affiliated Chapter may select its proper name of identification and shall be assigned a numerical number by the DMA National Organization with the exception of Chapter-at-Large.
- C. Affiliated Chapter's shall not be permitted to use Dance Masters of America, as part of their Chapter name. They shall be known as an Affiliate of the Dance Masters of America, Inc.

## **ARTICLE XI – NATIONAL OFFICERS**

### **Section 1 - National Officers**

The elected officers of this organization shall be:

- A. a National President.
- B. a National First Vice-President.
- C. a National Second Vice-President.
- D. a National Treasurer.
- E. seven (7) National Area Directors.

### **Section 2 - Eligibility**

- A. Only Certified Active, Certified Active C.E., Honorary Certified Active, and Honorary Certified Active C.E. who have been members in good standing for at least three (3) years shall be eligible for nomination and election to office and must be present at the National Convention with one (1) exception: if an incumbent officer, due to unfortunate circumstances, is unable to attend the convention, eligibility for nomination shall require the approval of the National Board of Directors by a two-third (2/3) vote.
- B. All officers elected or appointed, must serve more than one-half (½) the term to be considered having served a full term.
- C. To be nominated to the office of National Area Director, the member must have served a minimum of three (3) years, within the past seven (7) years as a member of the National Board of Directors or a minimum of four (4) years as a Chair of one of the following National Standing Committees or positions: Adjudication, Convention Chairperson, Examination, Examination Certification Forum, Finance, Intensive Programs, Membership, National Convention Workshop Directors, Open Scholarship Auditions, Performing Arts Scholarship Competitions, Rules, Solo Title Directors, Student Honors Intensive Program I, Student Honors Intensive Program II, and Teachers Training School Administrators.
- D. A nominee for the office of National President, shall have served a minimum of three (3) years within the past seven (7) years as a member of the Executive Committee or must have served a full term (two years) on the National Advisory Committee.
- E. A nominee for the office of National First Vice-President, shall have served a minimum of three (3) years within the past seven (7) years as a member of the Executive Committee or must have served a minimum of twelve months on the National Advisory Committee.
- F. A nominee for the office of National Second Vice-President shall have served a minimum of four (4) years within the past ten (10) years as a member of the Board of Directors and/or National Convention Chairman.
- G. A nominee for the office of National Treasurer shall have served a minimum of three (3) years on the Executive Committee and/or Finance Committee within the past seven (7) years.
- H. Any eligible member who is an elected or appointed Officer, Director, Committee Chairman of any other national dance teacher's organization, association or corporation doing business as an educational or competition venue or whose business practices can be construed as being in direct conflict with DMA, other than holding a position within an Affiliated Chapter of DMA, may be nominated for DMA office upon approval of the National Executive Committee.

### **Section 3 - Terms of Officers**

- A. The National President, National First and Second Vice-Presidents, National Treasurer and seven (7) National Area Directors shall serve for a term of one (1) year or until their successors are elected.
- B. A member may hold the office of:
  1. National President for not more than two (2) consecutive years.
  2. National First Vice-President for not more than two (2) consecutive years.
  3. National Second Vice-President for not more than two (2) consecutive years.
  4. National Area Directors for not more than four (4) consecutive years.

5. National Treasurer without term limitation.
- C. The officers shall be installed at the National Convention where elected and shall, except for the National Treasurer, assume their duties after August 31<sup>st</sup>. The National Treasurer shall assume their duties after October 31<sup>st</sup>.
- D. Outgoing officers, with the exception of the National Treasurer, shall clear and deliver all books and records of their office to their successor within thirty (30) days after the conclusion of the National Convention. The National Treasurer shall clear and deliver all books and records of their office to their successor within ninety (90) days after the end of the fiscal year.

#### **Section 4 - Vacancies in National Officers**

- A. Temporary Vacancies
  1. Any officer unable to attend the convention shall be obligated to release the office for the duration of the convention. At the first meeting of the Board of Directors, the National President, with the approval of the National Executive Committee, shall fill any vacancies with eligible members.
  2. The National First or National Second Vice-President in order of rank shall perform the duties of the National President in the event of the National President's absence or at the specified request of the National President.
- B. Permanent Vacancies
  1. The National First Vice-President shall fill a vacancy in the office of National President.
  2. The National Second Vice-President shall fill a vacancy in the office of National First Vice-President.
  3. The National President shall fill a vacancy in all other offices by appointment of an eligible member with the approval of the National Executive Committee.
  4. All officers elected and/or appointed, must serve more than one half (½) the term to be considered having served a full term.

#### **Section 5 - Duties**

The National Officers shall perform the duties pertinent to their office and those described in the Bylaws, Standing Rules and the adopted parliamentary authority. All elected or appointed National Officers of DMA shall serve on the National Board of Directors in the capacity of their specific office. They shall not represent the interest of any single chapter.

## **ARTICLE XII - NOMINATIONS AND ELECTIONS**

### **Section 1-Composition**

The National Nominating Committee shall consist of nine (9) members. At the first meeting of the National Board of Directors at the National Convention, the

- A. Delegates shall elect one (1) National Board of Directors member from each of the groupings of Chapters assigned to the seven (7) National Area Directors. They shall be elected by the National Board members in attendance from each of the seven (7) groupings of chapters.
- B. One of the seven (7) members of the National Nominating Committee, selected in accordance with Article XII, Section 1 A, shall be selected Chairman by the other Committee Members.
- C. The Executive Committee shall appoint two (2) additional members not serving on the National Board of Directors.

### **Section 2 – Duties**

- A. The National Nominating Committee Chairman shall call a meeting of the committee immediately following the first meeting of the National Board of Directors to consider all members eligible for office prior to contacting any member as to his/her willingness to be nominated for the office.
- B. The Committee shall nominate at least one (1) or more candidates for each office to be filled.
- C. No names may be placed in nomination without the consent of the nominee. Two (2) committee members shall join to personally contact each candidate they are considering for the slate.
- D. The National Nominating Committee will present the list of candidates to the National Board of Directors prior to the Grand Body meeting where the report of the Nominating Committee will be presented.
- E. The National Nominating Committee Chairman shall post the list of candidates on a bulletin board. The bulletin board is to be placed in full view outside the National Grand Body meeting room no later than one (1) hour prior to the nominating of officers.

### **Section 3 – Elections**

- A. The date and time for elections shall be posted.
- B. The officers shall be elected at the Annual Meeting.
- C. Election shall be by ballot. If there is only one nominee for an office, the election may be by acclamation immediately following the report of the nominating committee.
- D. A majority vote shall be necessary for the election of all officers except National Area Directors who shall be elected by plurality. If an officer fails to receive a majority vote on the first ballot, there shall be a runoff election

- between the two (2) candidates with the highest number of votes.
- E. The election shall be under the direction of the National Chairman of Elections, appointed by the National President.

## **ARTICLE XIII – MEETINGS**

### **National Convention**

There shall be one (1) National Convention each year, the location selected by the National Advisory Committee. In the selection of convention locations, consideration should be given to specific dance and competition needs.

### **Emergency Authorization**

In the event of a local, state, or national emergency the Executive Committee may postpone or cancel the National Convention, Board of Directors and Grand Body meetings. The Executive Committee shall notify the membership of the declaration or postponement at least three (3) days prior to the meeting date if possible.

### **Section 1 - Study Activities**

- A. A schedule of study activities and competitions is to be determined by the National Advisory Committee in conjunction with established formats.
- B. The National Advisory Committee shall select the faculty for all events from its own recommendations submitted by the Affiliated Chapters and the National Faculty Search Committee.

### **Section 2 - Grand Body Meeting**

- A. **The National Grand Body shall be defined as members in attendance at the National Convention.**
- B. The National President shall call a minimum of three (3) business meetings. Two (2) of these meetings shall be held prior to the election of officers.
- C. **Forty (40) voting members (Certified Active, Certified Active C. E., Honorary Certified Active, Honorary Certified Active C. E.) shall constitute a quorum at all business meetings. If a quorum is not present, the National Board of Directors shall be authorized to dispose of business presented with the exception of the nominations and election of officers and amendments to the National Bylaws.**
- D. In the event of the cancellation of the National Convention, the Executive Committee will determine if the Grand Body meets electronically. Rules for an electronic meeting will be established by the Executive Committee.

## **ARTICLE XIV – NATIONAL BOARD OF DIRECTORS**

### **Section 1 – Composition**

- A. Members of the Board of Directors shall be:
1. the National President, National First and Second Vice-Presidents, National Treasurer, Immediate National Past President and seven (7) National Area Directors and,
  2. one (1) Delegate from each Affiliated Chapter.
- B. Advisors
1. Registered Parliamentarian who is appointed by the National President with approval of the National Advisory Committee shall attend meetings with voice but no vote.
  2. The members of the National Finance Committee, who are appointed by the National President with approval of the National Advisory Committee, may attend meetings in an advisory capacity with voice but no vote unless they are already a member of the Board of Directors in another capacity.

### **Section 2 - Duties**

The Board of Directors shall:

- A. approve or disapprove proposed National Bylaw and Competition Rules amendments submitted.
- B. present approved changes of the National Bylaws to the Grand Body.
- C. adopt National Standing Rules and Special Rules of Order as needed to carry on the business of DMA, subject to amendments or repeal by the National Grand Body.
- D. elect seven (7) members to the National Nominating Committee as provided in Article XII, Section 1, A.
- E. delegate to the National Executive Committee such authority as deemed necessary.
- F. approve or disapprove budgets as presented by the National Finance Committee.

### **Section 3 - Meetings**

- A. Regular meetings of the National Board of Directors shall be held during the period of the National Convention. The National President may call meetings at any time deemed necessary during this period. They may also be called upon the request of five (5) members of the National Board of Directors.
- B. Special meetings of the National Board of Directors may be called at any time deemed necessary by the National President, or upon the request of five (5) members of the National Board of Directors.
1. At least five (5) days' notice of a special meeting shall be sent to all members of the National Board of Directors.

2. No business other than that specified in the notice shall be considered.
- C. Twenty (20) members of the National Board of Directors shall constitute a quorum.
- D. In the event of the cancellation of the National Convention, the Board of Directors may meet electronically in accordance with rules established by the Executive Committee.

## **ARTICLE XV – NATIONAL EXECUTIVE COMMITTEE**

### **Section 1 – Composition**

The members of the National Executive Committee shall be the National President, National First and Second Vice-Presidents, National Treasurer, Immediate National Past-President and seven (7) National Area Directors.

### **Section 2 - Advisors**

The Registered Parliamentarian, who is appointed by the National President with the approval of the National Advisory Committee, shall attend meetings with voice but no vote.

### **Section 3 - Duties**

The National Executive Committee shall:

- A. be responsible for:
  1. the transaction of necessary business between meetings of the National Board of Directors.
  2. business that may be referred to it by the National Board of Directors.
- B. review and make recommendations on all matters to be brought before the National Board of Directors.
- C. review and make recommendations on matters approved by the National Board of Directors and Grand Body and refer them to the National Advisory Committee for implementation.
- D. make a complete report of its actions to the Affiliated Chapters and National Board of Directors.
- E. approve or disapprove recommendations of the National Advisory Committee.
- F. approve the appointment of a substitute delegate 24 hours prior to the first National Board of Directors Meeting in order to grant the new delegate the privileges of voting.
- G. have the authority to remove from office any officer elected or appointed by a majority vote if they are not serving in the best interest of Dance Masters of America.

### **Section 4 - Meetings**

- A. The National Executive Committee shall meet:
  1. not later than the day following the National Convention.
  2. at the call of the National President or, in his/her absence, the National First Vice-President or the National Second Vice-President, or at the request of four (4) members of the National Executive Committee.
    - a. The time and place of such meetings shall be determined by the National President or, in his/her absence, the National First Vice-President or National Second Vice-President.
    - b. At least ten (10) days' notice of the meeting shall be sent to all members of the National Executive Committee.
- B. The National Executive Committee may conduct business by electronic means when necessary.
- C. Eight (8) members of the National Executive Committee shall constitute a quorum for all meetings.

## **ARTICLE XVI – NATIONAL ADVISORY COMMITTEE**

### **Section 1 – Composition**

The National Advisory Committee shall consist of the National President, National Treasurer, National First Vice-President, National Second Vice-President, and the Immediate National Past-President.

### **Section 2 – Duties**

- A. The National Advisory Committee shall:
  1. transact all business between meetings of the National Executive Committee.
  2. hire and oversee the duties of a DMA National Administrative Assistant.
  3. approve and update all educational materials.
  4. formulate and implement plans for the betterment of the entire membership.
  5. oversee the activities of all committees.
  6. select sites, facilities and dates for all planned events.
  7. select all faculty and adjudicators for all planned events.
  8. plan schedules and oversee all planned events.
  9. establish all fees.
  10. approve/deny Bylaws of Affiliated Chapter applicants.
  11. advise the National Treasurer concerning investment of surplus funds.
  12. approve all appointments made by the National President.

13. assign Affiliated Chapters to the National Area Directors.
  14. approve/deny all reapplications for membership.
- B. National Advisory Committee recommendations shall be submitted in writing to the National Executive Committee for approval.

### **Section 3 - Meetings**

- A. The National Advisory Committee shall meet at the call of the National President with at least one (1) meeting between convention dates.
- B. The time and place of all meetings is to be determined by the National President.
- C. At least ten (10) days' notice shall be given to the members of the National Advisory Committee prior to the meeting date.
- D. Three (3) members shall constitute a quorum.
- E. The National Advisory Committee may conduct meetings by electronic means.

## **ARTICLE XVII - SPECIAL PROGRAMS**

### **Section 1 - Special Courses and Study Programs**

DMA shall sponsor and operate such Special Courses and Study Programs as may be determined by the National Advisory Committee.

- A. Members in good standing, bona fide assistants, and students of members in good standing shall be permitted to attend and receive membership rates.
- B. Non-members and their students shall be permitted to attend. The Registration Fee for non- members and their students shall be higher than the fees for members and their students.

### **Section 2 - Teachers Training School**

DMA shall sponsor and operate a minimum of one training school for teachers and their assistants.

- A. Members in good standing, bona fide assistants, and students of members in good standing shall be permitted to attend and receive membership rates.
- B. Non-members and their students shall be permitted to attend. The Registration Fee for non- members and their students shall be higher than the fees for members and their students.
- C. The format of the program shall be set in a graded system with all participants entering at Grade Level One.
- D. The National Advisory Committee shall:
  1. plan and oversee the National TTS programs.
  2. select sites, facilities, and dates.
  3. select and contract all faculty members.
  4. approve all educational materials.
  5. formulate and implement plans for the betterment and growth of the program(s).
  6. oversee the planning and class scheduling of the programs.
  7. establish all fees.

## **ARTICLE XVIII – NATIONAL COMMITTEES/COUNCILS**

The National President shall annually appoint, with the approval of the National Advisory Committee, such National Standing, Special and Convention Committees as may be required by the National Bylaws and/or Standing Rules or as he/she may find necessary.

### **Section 1 - National Past Presidents' Council - Designated Chairman**

The Council shall include all National Past Presidents of DMA with the Immediate National Past-President as its Chairman.

- A. The Council shall:
  1. be available to collaborate with all committees upon the request of the committee chairman or the National President.
  2. select the National DMA "Member of the Year" to honor a member for previous and present efforts on behalf of DMA.
  3. form a sub-committee from its membership, who will serve as the National Ethics Committee. When requested, this committee shall investigate complaints, grievances and disputes between members and/or Chapters. They shall recommend to the National President the action they deem appropriate. The National Advisory Committee shall report the recommendations to the National Executive Committee for its approval. All grievances must be in writing and include a provable reason for disciplinary action. Grievances may include but not be limited to violations of the DMA National or Affiliated Chapter Bylaws, National or Affiliated Chapter Standing Rules or National or Affiliated Chapter Competition Rules.
- B. The members of the National Past Presidents Council will perform such duties assigned by the National President, National Board of Directors or the National Executive Committee.

## **Section 2 - Reports**

All Standing, Special or National Convention Committees shall submit an annual written report to the National Board of Directors and National Grand Body unless otherwise provided in the National Bylaws and Standing Rules.

## **Section 3 - Appointments**

The National President shall appoint, with the approval of the National Advisory Committee, within sixty (60) days of taking office, all National Standing, Special and Convention Committee Chairmen, unless otherwise provided in the National Bylaws and Standing Rules.

## **ARTICLE XIX - MAIL VOTE**

Whenever, in the judgment of the Executive Board, any question arises which it believes should be put to a vote of the active membership and when it deems it not expedient to call a special meeting for such purposes, the National Executive Committee, unless otherwise required by the National Bylaws shall:

- A. submit the matter to the membership in writing by mail for vote and decision.
- B. take action only if fifty (50) percent of the active membership responds within sixty (60) days.
- C. when fifty (50) percent of the active membership responds, the question shall be determined by a two-thirds (2/3) vote.
- D. in each instance, any and all action taken in pursuance of the two-thirds (2/3) mail vote shall be binding upon the organization in the same manner as would be action taken at a duly called meeting.

## **ARTICLE XX - PARLIAMENTARY AUTHORITY**

The current edition of Robert's Rules of Order Newly Revised shall be the parliamentary authority for this organization in all cases in which it is not inconsistent with these National Bylaws and Standing Rules.

## **ARTICLE XXI - DISSOLUTION**

DMA shall use its funds only to accomplish the objectives and purposes specified in the National Bylaws, and no part of said funds shall inure or be distributed to the members of the association. Upon dissolution of the Association, any funds remaining shall be distributed to one or more non-profit organizations to be selected by the National Executive Committee, who will be guided by the rules of 501 (c) (3) of the Internal Revenue Service code and any of its amendments.

## **ARTICLE XXII - AMENDMENTS**

### **Section 1 - Bylaw Amendments**

These National Bylaws may be amended at the annual meeting of the National Grand Body by a two-thirds (2/3) vote of the members present and voting, provided that the proposed amendments have been:

1. submitted with rationale to the National First Vice-President and signed by not less than five (5) members in good standing.
2. received by the National First Vice-President by December 31.
3. published with rationale and signors names and Affiliated Chapter in a communication mailed or emailed to all members at least 30 days prior to the date of the first meeting of the Board of Directors at the National Convention.
4. submitted in writing to and approved by a two-thirds (2/3) vote of the National Board of Directors before presentation to the National Grand Body.

### **Section 2 - National Bylaws Committee**

The National First Vice President shall arrange the proposed amendments to the National Bylaws and Standing Rules in proper form giving rationale and names of submitters and send to the DMA Web Master by April 15.

### **Section 3 - National Standing Rules Amendments**

National Standing Rules may be amended by a majority vote at the annual meeting of the National Board of Directors with previous notice or by a two-thirds (2/3) vote without previous notice. Previous notice shall be given in the same manner as the National Bylaws.

## **ARTICLE XXIII - INDEMNIFICATION**

Dance Masters of America, Inc. shall indemnify, save and hold harmless its agents, officers, directors, employees and assigns from and against any and all claims, actions, suits, demands, losses, damages, judgments, settlements, costs and expenses.



# DANCE MASTERS OF AMERICA, INC.

## National Standing Rules

### AFFILIATION

1. The Affiliated Chapters in numerical order and title are:
  - Chapter-at-Large
  - Chapter # 1 – Dance Masters Pacific Coast
  - Chapter # 2 – Dance Masters of Florida Chapter 2 Inc.
  - Chapter # 3 – South Texas Association of Dance Teachers, Inc.
  - Chapter # 4 – Dance Masters of Michigan, Inc
  - Chapter # 5 – Dance Masters of New England Chapter 5, Inc.
  - Chapter # 6 – Louisiana Association of Dance Masters, Inc.
  - Chapter # 8 – Western New York Affiliated Chapter # 8 of the Dance Masters of America, Inc
  - Chapter #10 – Dance Masters of Pennsylvania, Inc.
  - Chapter #13 – Dance Masters of California Chapter 13, Inc.
  - Chapter #15 – Carolina Dance Masters, Inc.
  - Chapter #16 – Ohio Dance Masters
  - Chapter #17 – Mid-Atlantic Dance Masters, Chapter 17
  - Chapter #18 – Dance Teachers' Club of Connecticut, Inc., Chapter 18
  - Chapter #21 – St. Louis Dancing Teachers Association, Inc
  - Chapter #25 – Pennsylvania Association of Dance Teachers, Inc., Chapter 25
  - Chapter #26 – New York City Dance Masters Chapter 26
  - Chapter #27 – Central Tri-State Dance Masters Chapter 27, Inc.
  - Chapter #28 – Heart of America Chapter #28 Affiliated Chapter of Dance Masters of America, Inc.
  - Chapter #33 – Dance Masters Southeastern Chapter #33
  - Chapter #34 – Dance Masters of Mid-America Inc.
  - Chapter #35 – Lone Star Chapter #35
  - Chapter #36 – Dance Masters of Arizona, Inc
  - Chapter #37 – Dixie Association of Dance Teachers
  - Chapter #38 – Dance Masters of Canada, Inc a Chapter of Dance Masters of America, Inc.
  - Chapter #40 – Dance Masters of the Blue Grass Chapter #40, Inc.
  - Chapter #44 – Southern Council of Dance Masters, Inc. Chapter 44
  - Chapter #46 – Great Lakes Regional Dance Masters, Inc
  - Chapter #47 – Mid-West Dance Masters, Inc.

The National Advisory Committee, through the Delegates, will inform the Affiliated Chapters that the name as it appears in the DMA Standing Rules, Rule 1 must be the official name on its incorporation papers.

2. Each Affiliated Chapter shall be privileged to charge an initiation fee according to its own rules - the fee to be for the Chapter's own use.
3. Newly formed Chapters will be allowed to retain up to three hundred dollars (\$300.00) from their national dues collected from its membership for the first year of organization to assist them in becoming financially established. This ruling will apply only to the following:
  - A. New members to DMA (not to include members who are transferring from another chapter or reinstatements).
  - B. Chapter's share of the National dues shall apply to new members on the chapter roster during the first year designating the group as an affiliate of the National Organization.
  - C. The first year shall be interpreted to begin from the date the charter is issued.
4. Affiliated Chapter Delegate:
  - A. Each Affiliated Chapter in good standing shall elect or appoint one (1) Delegate and one (1) Alternate to the National Board of Directors. Only Certified Active, Certified Active C.E., Honorary Certified Active, or Honorary Certified Active C.E. members in good standing are eligible to serve as a Delegate or Alternate. The Chapter Delegate shall serve in this position until their successor is elected or appointed.
  - B. If a chapter does not have a Certified Active, Certified Active C.E., Honorary Certified Active, or Honorary Certified Active C.E. member available to be Delegate, they may elect or appoint a Partnering, Partnering C.E., Degreed, Degreed C.E., Professional, Professional C.E., or Associate member in good standing, to serve as their representative on the National Board of Directors. The representative will be seated with no voice or vote. This representative's term as delegate does not qualify to run for national office. Chapters will be extended this privilege two (2) times within seven (7) years.

**C. If a chapter does not seat a delegate or representative for 2 consecutive years, the chapter will be assessed a fine.**

- D. The name and contact information of both the Delegate and the Alternate must be submitted to the National First Vice-President by the deadline date of December 1<sup>st</sup>.
- E. Any eligible member who is an elected or appointed Officer, Director or Committee Chairman of any other national dance teachers' organization, association or corporation doing business as an educational or competition venue or whose business practices can be construed as being in direct conflict with DMA, other than holding a position within an Affiliated Chapter of DMA, may act as an Affiliated Chapter Delegate upon approval of the National Executive Committee.
- F. Prior to the start of the first National Board of Directors Meeting, if the Delegate cannot serve, the Alternate shall fill the vacancy with notice given to the National Second Vice- President.
- G. An Alternate may replace a Delegate up until the time of the start of the first National Board of Directors Meeting at the National Convention. The Alternate shall then become the official Delegate and will assume all duties, responsibilities and privileges of said office.
- H. If a Delegate or Alternate is seated after the start of the first National Board of Directors Meeting they shall be seated on the National Board of Directors with voice and no vote, unless approved by the National Executive Committee in accordance with Article XV, Section 3 F of the Bylaws.
- I. If both the Delegate and the Alternate originally submitted by the Affiliated Chapter cannot serve, a letter of authorization written by the Affiliated Chapter's President and/or Secretary naming the Chapter's replacement will be required. This letter is to be presented to the National First Vice-President and approved by the National Executive Committee before the Delegate is granted permission to be seated on the National Board of Directors.
- J. Any replacement Delegate seated after the first National Board of Directors Meeting will be granted voice and no vote.
- K. The duties of the Affiliated Chapter Delegate shall include but not be limited to:
  - 1. be knowledgeable about the workings and opinions of their Affiliated Chapter.
  - 2. attend all National Board of Directors meetings from Roll Call to Adjournment.
  - 3. attend all National Grand Body meetings from Roll Call to Adjournment.
  - 4. serve as liaison between the National Board of Directors and the Affiliated Chapter Members in attendance at the National Convention.
  - 5. serve as liaison between the National Board of Directors and the Affiliated Chapter they represent throughout their term.
  - 6. perform such duties assigned by the National President, National Board of Directors or the National Executive Committee.
  - 7. submit to the National Area Director, a memorial service report of all those that have passed in their chapter since the last convention, to be turned in at the Delegates' Affiliation Meeting. The report should include the name of the deceased, relationship, and the name and address of the person to receive the sympathy acknowledgement. The report will include: the members immediate family only (husband, wife, domestic partner, mother, father, siblings, grandparents, grandchildren, children and children's spouses).
  - 8. submit a new revised copy of the Chapter's Bylaws, Standing Rules and Competition Rules to the Chapter's National Area Director on or before December 1<sup>st</sup> each year. The revised edition must include all amendments passed at the National Convention.

## **APPLICATIONS / APPLICANTS / EXAMINATIONS / CERTIFIED EXAMINERS**

### **5. Applications**

- A. Only official DMA Membership Applications shall be submitted to the DMA National Administrative Assistant.
- B. All applications must be completed with all accurate information and required signatures.
- C. All applications must be submitted with full payment of National dues, drawn on a U.S. bank in U.S. funds, to the DMA National Administrative Assistant.

### **6. Examinations**

**Examinations given at any DMA sponsored function shall only be given according to the requirements and procedures of the designated Affiliated Chapter with an Affiliated Chapter Examiner as a member of the National Examination Committee or with the Affiliated Chapter Member observing the examination.**

### **7. Nationally Certified Examiners**

- A. are members who have successfully passed the DMA examination(s) which they wish to administer.
- B. are members of the Affiliated Chapter's Examination Committee who have attended and actively participated in the latest National Examiners Forum.
- C. have been certified by the National Examiners Forum Committee as a National Certified Examiner.
- D. have been recertified in a subject where the DMA Examinations have been changed.

- E. have received a National Examiner certificate indicating the date and subject or examinations they are certified by DMA to administer.
- F. DMA National Certified Examiners may administer DMA Examinations at any DMA or Affiliated Chapter function.
- G. DMA Nationally Certified Examiners may certify other members within their Chapters as Chapter Examiners, who may **only** administer DMA Examinations within their Chapter.

## **AWARDS**

- 8. To commemorate twenty-five (25) years of Certified Active, Certified Active C.E., Honorary Certified Active or Honorary Certified Active C.E., Partnering, Partnering C.E., Degreed, Degreed C. E., Professional or, Professional C. E. status as a member, a DMA 25 Year pin shall be awarded at the National Convention within the fiscal year of their 25<sup>th</sup> Anniversary.
- 9. To Commemorate fifty years (50) of Certified Active, Certified Active C.E., Honorary Certified Active, Honorary Active C.E., Partnering, Partnering C.E., Degreed, Degreed C.E, Professional or Professional C.E. status as a member, a DMA 50 Year Pin and certificate shall be awarded at the National Convention within the fiscal year of the 50<sup>th</sup> Anniversary.
- 10. The DMA Annual Award may be conferred by the National President with the approval of the National Advisory Committee, whenever possible and appropriate. The recipient is to be a person whose contributions to the world of Dance have been acknowledged through dedication and achievements, the caliber of such to be comparable to past honorees tribute is not limited to one person annually.
- 11. The DMA President's Award may be conferred by the National President with the approval of the National Advisory Committee, whenever possible and appropriate. The recipient is to be a dance educator whose contributions to the teaching of dance have been acknowledged through dedication and achievements, the caliber of such to be comparable to past honorees. This tribute is not limited to one person annually.
- 12. The selection of a member to be honored as the Member of the Year may be given whenever the occasion arises, beginning in the year 1980. The National Past President's Council shall make the selection. Those members who have distinguished themselves through outstanding service to the organization shall be considered.
- 13. The DMA Lifetime Achievement Award may be conferred by the National President with the approval of the National Advisory Committee, whenever possible and appropriate. The recipient is to be a person who has dedicated his/her lifetime to his/her chosen dance profession. The recipient may be an educator, performer, choreographer or patron of the art of dance.

## **BYLAWS**

- 14. A typed copy of all proposed amendments to the National Bylaws and Standing Rules shall be given to members of the National Board of Directors prior to the National First Vice President's Bylaws report.

## **CHECKS / DISHONORED CHECKS**

- 15. All checks must be made payable to Dance Masters of America, Inc., in United States of America funds, drawn on a United States of America bank. No two-party personal checks shall be accepted.
- 16. Checks made payable to DMA that are returned for any reason must be honored with full payment within thirty (30) days from notice by DMA of return. Failure to comply with full payment by the deadline shall result in:
  - A. The check shall be given to a recognized collection agency for action.
  - B. There will be a minimum of a thirty dollar (\$30.00) fine charged to members who write a bad check. If the National Treasurer receives two bad checks from the same member, for any reason, the member will then be put on a cash or money order basis and their personal or studio check will no longer be accepted. If a member misses a deadline because of the non-acceptance of their check and that check having to be returned, they will be considered as not having met the deadlines.

## **COMMITTEES AND/OR CHAIRMEN**

- 17. DMA may provide the following committees:
  - A. Permanent Committees:
    - The Past Presidents Council
  - B. Standing Committees and Appointments:
    - Adjudication
    - Banquet
    - Convention Chairperson
    - Education - Acrobatics

- Education – Ballet
- Education – Jazz
- Education – Modern
- Education – Pre-School
- Education – Tap
- Elections
- Examination
- Examination Certification Forum
- Finance
- Historian
- Intensive Program(s)
- Membership
- Memorial Committee
- Minutes Approval
- National Convention Workshop Directors
- Open Scholarship Auditions
- Performing Arts Scholarship Competitions
- Publicity/Social Media
- Reigning Title Coordinator
- Seating
- Solo Title Directors
- Student Honors Intensive Program I Administrator
- Student Honors Intensive Program II Administrator
- Tabulation
- Teachers Training School Administrators

18. The members of the National Finance Committee shall meet in conjunction with the National Convention to prepare the DMA National Budget for the following year. The budget shall show the recommended allowable expenditures. Each National Finance Committee member shall be given a stipend authorized by the budget as approved by the National Board of Directors.
19. The Friendship/Condolence Committee shall be governed by the following:
  - A. The National Friendship Fund shall be maintained in a savings account bearing the name Friendship Fund. The National Treasurer shall forward to the National Advisory Committee and the National Finance Committee Chairman a monthly report of activities in this account and a comprehensive annual financial report.
  - B. All appeals for assistance shall be directed to the National President.
  - C. All appeals for assistance shall have the approval of the National Advisory Committee.
20. The National Ethics Committee
 

Within thirty (30) days from the start of the fiscal year (September 1), the Chairman of the Past Presidents Council shall appoint, members of the Past President Council to serve on the National Ethics Committee. The Chairman of the Past Presidents Council may not serve as a member of the National Ethics Committee.

  - A. When requested, this committee shall investigate complaints, grievances, and disputes between members and/or Chapters.
  - B. They shall recommend to the National Advisory Committee the action they deem appropriate.
  - C. The National Advisory Committee shall report the recommendations to the National Executive Committee for its approval.
  - D. All grievances must be in writing and include a provable reason for disciplinary action.
  - E. Grievances may include but not be limited to violations of the DMA National or Affiliated Chapter Bylaws, National or Affiliated Chapter Standing Rules or National or Affiliated Chapter Competition Rules.
  - F. The Ethics Committee may conduct its business, whenever possible electronically.
  - G. All documents relative to ethics complaints shall be sealed and held at the National Office in strict confidence. All documents shall be retained in the office indefinitely to retain a constant record of all proceedings.
    1. Appropriate officers may be given such information regarding a disciplinary proceeding as is necessary and proper for the effective execution of any penalty imposed.
    2. The National Executive Committee may be given such information as is required for a hearing or an appeal.

## **COMPENSATION**

21. The National Convention Chairman shall be compensated as follows:
  - A. Travel expenses authorized by the budget as approved by the National Board of Directors.

- B. A complimentary, single hotel room - minimum rate, for the convention week, length of stay to be determined by the National President with the approval of the National Advisory Committee.
  - C. Convention expenses incurred, these expenses to be supported by vouchers.
22. Each Director of the National Solo Title Scholarship Competitions - monetary compensation shall be determined by the budget as approved by the National Board of Directors.
  23. The Director(s) of the National Performing Arts Scholarship Competition - monetary compensation shall be determined by the budget as approved by the National Board of Directors.
  24. The National Finance Committee Chairman shall receive monetary compensation, determined by the budget as approved by the National Board of Directors to help defray receipted expenses incurred to execute his/her duties.
  25. National Area Directors shall be reimbursed their receipted hotel and travel expenses to visit their assigned affiliated chapter if:
    - A. the chapter is unable to cover the expenses.
    - B. the director has not received any form of compensation that does not cover these expenses.
  26. If requested to attend a National Advisory Committee meeting, the National Finance Committee Chairman shall receive minimum rate single accommodations, travel at IRS mileage rates for automobile or economy class airfare, round trip, and food per diem.
  27. The National President, National Immediate Past President and the National Treasurer shall be provided with a bond and surety for the performance of duties as required by the Board of Directors, the premium to be paid by DMA.
  28. The National President shall receive an annual expense allowance, the amount to be included in the annual budget as approved by the National Board of Directors.
  29. National Advisory Committee Allowances  
All authorized expenses of the National Advisory Committee, determined by the budget as approved by the Board of Directors, shall be listed separately, and received as follows:
    1. lodging - minimum rate single accommodations.
    2. travel - at IRS mileage rates for automobile or economy class airfare, round trip.
    3. food - per diem.
    4. other items as authorized and supported by vouchers.
    5. stipend.
  30. The DMA Administrative Assistant shall receive a salary, determined by the budget as approved by the National Board of Directors and receive reimbursement to help defray expenditures incurred to execute his/her duties.
  31. The Administrative Assistant shall receive remuneration for the maintenance of the National DMA office, determined by the budget as approved by the National Board of Directors. The amount to be determined according to the location.
  32. The Administrative Assistant shall receive remuneration for a storage facility, determined by the budget as approved by the National Board of Directors. The amount to be determined according to the location.
  33. The National Treasurer shall receive a salary determined by the budget as approved by the Board of Directors.
  34. The National Treasurer shall receive remuneration for the maintenance of the National DMA office, determined by the budget as approved by the Board of Directors. The amount to be determined according to the location.
  35. The National Treasurer shall receive remuneration for a storage facility, determined by the budget as approved by the National Board of Directors. The amount to be determined according to the location.
  36. The DMA Teachers Training School Administrators shall receive monetary compensation, determined by the budget as approved by the National Board of Directors. In addition, they shall receive room, board and economy air transportation or IRS approved mileage (not to exceed economy airfare) to and from TTS.
  37. The DMA Student Honors Intensive Program Administrators shall receive monetary compensation, determined by the budget as approved by the National Board of Directors. In addition, they shall receive room, board and economy air transportation or IRS approved mileage (not to exceed economy airfare) to and from S.H.I.P.
  38. All DMA Competition Adjudicators shall receive monetary compensation as determined by the Budget as approved by the Board of Directors for services rendered.
  39. All National Solo Title Scholarship Competition Choreographers shall receive monetary compensation as determined by the budget as approved by the National Board of Directors.

## COMPENSATION FOR TITLE HOLDERS

40.

- A. National Solo Title winners shall receive fifty percent (50%) of the scholarship monetary award will be given to the Teachers of Record of the reigning title holders, upon submission of a scholarship monetary award voucher to the National Treasurer before August 31st of the year in which the title was awarded. The remaining fifty percent (50%) of the scholarship monetary award will be given the Teachers of Record of the reigning title holders, upon completion of their duties.
- B. The reigning Miss and Mister Dance title holders shall receive round trip economy air transportation or IRS approved mileage (not to exceed the cost of economy airfare) and one hundred percent (100%) of a single/double room accommodation, while in attendance, as required by the contract. All other retiring solo title holders shall receive round trip economy air transportation or IRS approved mileage (not to exceed the cost of economy airfare) and fifty percent (50%) of a single/double room accommodation, while in attendance, as required by the contract.
- C. In the event that any National Solo Title Winner cannot return to the next annual convention, the monetary award must be refunded by the Member Teacher of Record (per the contract) to DMA and will be returned to the Scholarship Fund.
- D. In the event that any National Solo Title Winner cannot return to the next annual convention, the benefits (remainder of money and hotel/transportation amenity) shall be awarded to the first runner-up of the previous year. If the first runner-up is not available, the remaining percentages shall be returned to the Scholarship Fund.
- E. All monetary awards shall be paid by DMA check to the DMA Member Teacher of Record.

## COMPETITIONS

41. All Competitions shall have the National Advisory Committee acting as a consulting committee with the Director of each event. The National President, with the approval of the National Advisory Committee, shall appoint the National Director of each competition annually.

## CONVENTION

42. Attire in the classroom should conform to the DMA dress code.
43. All information pertaining to the National Convention will be published on the National website.

## DELEGATES AND ALTERNATES

44. All information pertaining to the National Convention will be published on the National website.

## DUES/FEES

45. All checks, money orders or cash payments made payable to the Dance Masters of America, Inc. must be made in United States currency, drawn on a United States Bank. This shall include but not limited to: Affiliation Fees, Dues, Educational Material orders, Convention Registration, Competition Fees, Scholarship Audition Fees, BMI - ASCAP - SESAC and handling fees.
46. Annual National membership dues for members of Affiliated Chapters shall be ninety dollars (\$90.00). The National Friendship Fund and National Scholarship Fund shall each receive one (\$1.00) dollar of the membership dues from each member of Affiliated Chapters.
47. An affiliation fee of fifty (\$50.00) dollars for one hundred (100) or less members plus one dollar (\$1.00) for each member over one hundred (100) shall be charged for each new affiliated chapter.
48. A five-dollar (\$5.00) handling fee shall be included with all ASCAP, BMI and SESAC payments.

## DUTIES OF OFFICERS

49. The National Officers shall perform the duties pertinent to their office and those described in the Bylaws, Standing Rules, and adopted parliamentary authority. All elected or appointed National Officers of DMA shall serve on the National Board of Directors in the capacity of their specific office. They shall not represent the interest of any single chapter.
  - A. The National President shall:
    1. be the Chief Executive Officer and official representative of DMA.
    2. be an ex-officio member of all committees except the Nominating Committee.
    3. preside at all meetings of the National Grand Body, National Board of Directors, National Executive Committee and National Advisory Committee.
    4. fill vacancies in office (Article XI, Section 4 B3).
    5. serve as coordinator of the National Executive Committee.
    6. appoint within sixty (60) days all National Standing and Convention Committee Chairmen,

- Directors, Administrators and Liaisons with the exception Nominating Committee and Past Presidents Council.
7. provide the names of all chairmen to be uploaded to the DMA National website before December 1st.
  8. co-sign with the National Immediate Past President or National Treasurer all written hotel, TTS & S.H.I.P. contracts and agreements. The National Advisory Committee shall keep copies of all contracts and agreements.
  9. co-sign with the National Treasurer or National Immediate Past President all checks.
  10. oversee the recording of the minutes of all meetings of the National Grand Body, National Board of Directors, National Executive Committee and National Advisory Committee.
  11. For duties, refer to Job Description Handbook.
- B. The National First Vice-President shall:
1. assume the office of National President in the event of a vacancy.
  2. preside at any meeting of DMA in the event the National President is not able to preside.
  3. For duties, refer to Job Description Handbook.
- C. The National Second Vice-President shall:
1. assume the Office of National First Vice-President in the event of vacancy.
  2. preside at any meeting of DMA in the event the National First Vice-President and National President are not able to preside.
  3. perform such duties assigned by the National President, National Board of Directors, the National Executive Committee, or DMA Standing Rules.
  4. For duties, refer to Job Description Handbook.
- D. The DMA Administrative Assistant shall:
1. be employed by the National Advisory Committee to provide service as determined by the National Advisory Committee.
  2. the DMA National Office will be located where the Administrative Assistant resides.
  3. For the duties, refer to Job Description Handbook.
- E. The National Treasurer shall:
1. be the custodian of all funds and investments of DMA.
  2. collect all dues, fees and assessments and pay all bills authorized by vouchers.
  3. co-sign with the National President or National Immediate Past President, National DMA checks.
  4. co-sign with the National President or National Immediate Past President all written hotel, TTS & S.H.I.P. contracts and agreements. The National Advisory Committee shall keep copies of all contracts and agreements.
  5. prepare a comprehensive annual financial statement, which shall be reviewed by a Certified Public Accountant. Copies of the reviewed financial statements shall be sent, immediately following the filing of the DMA Income Tax Return, to the National Advisory Committee and the National Finance Committee of the year of the statement.
  6. receive a salary as provided in the National Standing Rules.
  7. perform such duties assigned by the National President, National Board of Directors, National Executive Committee, or the DMA Standing Rules.
  8. send a financial report to all members of the National Advisory Committee and the National Finance Committee.
  9. when funds deposited in the General Account exceed more than an amount necessary for normal operations of the General Account, the excess funds shall be placed in investments as directed and approved by the National Advisory Committee. Funds shall be deposited in a commercial insured banking institution.
  10. maintain possession of the DMA Charter, Articles of Incorporation.
  11. For additional duties, refer to Job Description Handbook.
- F. Duties of Immediate Past President
1. Perform such duties assigned by the National President, National Board of Directors, the National Executive Committee or DMA Standing Rules.
  2. For the duties, refer to Job Description Handbook.
- G. National Area Directors:
1. There shall be seven (7) National Area Directors elected to the National Executive Committee. Their assignment of Chapters and other responsibilities shall be determined by the National Advisory Committee prior to the closing of the National Convention at which their election was held. The Chapter-at-Large will not be assigned to a National Area Director.
  2. Act as a direct liaison between the National Organization and the Affiliated Chapters.
  3. Verify that all chapters in their areas have complied (before deadline date) with the National Competition Rules with regards to the verification in writing of all Solo Title Winners, Solo Title

Runners-up and all Performing Arts entries that have qualified for the National Performing Arts Scholarship Competition. This list must include the name of the member teacher.

4. perform such duties assigned by the National President, National Advisory Committee, or the DMA Standing Rules.

## ELECTIONS

50. Electioneering for candidates will not be tolerated within thirty (30) feet of the entrance to the voting booth
51. The Chairman shall announce the winners and the President shall declare who is elected to each office. The tallies and all such material shall be surrendered to the DMA National Treasurer at the time of the reading of the Election Report and retained for one year.
52. A list of members eligible to hold national office shall be published thirty (30) days before the opening of the National Convention.

## ETHICS COMMITTEE / GRIEVANCES / CHARGES / ACTIONS / DEPOSITION

53. National:

Dance Masters of America must have an Ethics Committee. This Ethics Committee shall consist of at least three (3) National Past Presidents. If there are not enough National Past Presidents to serve, then the current National President shall appoint members to serve, provided those members appointed are not currently serving on the National Board of Directors.

Charges and Notification:

- A. The National Advisory Committee in its diligent efforts to uphold the Bylaws, Standing Rules and Competition Rules of Dance Masters of America, Inc. may recommend to the National Executive Committee that it file a grievance against a member, group of members, an Affiliated Chapter, or group of Affiliated Chapters for violations of the DMA Bylaws, Code of Ethics, or rules of this corporation.
- B. Should the National Executive Committee deem it necessary to file a grievance, the National President shall promptly send a written report of the alleged violation to the National Ethics Committee for investigation and a determination of the charges.
- C. A copy of the written report shall also be sent to the accused so that all parties are informed of the charges preferred and that the National Advisory Committee has taken the appropriate action.
- D. All reports of alleged violations involving sexual behavior or harassment by a member of a minor child (as defined by applicable laws) shall be immediately reported to appropriate law enforcement agencies. In addition, the member involved shall be immediately suspended until the alleged violations are fully resolved and the appropriate Affiliated Chapter, Dance Masters of America, Inc. if applicable, and a Court of Law, if applicable, enter a final decision not subject to appeal. The aforesaid suspended member may not be present and/or participate in any meeting, convention, competition, program, or any activities where minor children are present.
- E. The Ethics Committee may conduct its business, whenever possible, by electronic means.
- F. The National Ethics Committee, after its review is completed, shall send to the National Advisory Committee a synopsis of the grievance. The synopsis will include the details and evidence used to make its determination and its recommendation for the remedy. The National Advisory Committee will provide the synopsis to all members of the National Executive Committee and poll the members of the National Executive Committee for its approval or disapproval of the National Ethics Committee's determination and remedy.
  1. Appropriate officers may be given such information regarding a disciplinary proceeding as is necessary and proper for the effective execution of any penalty imposed.
  2. The National Executive Committee may be given such information as is required for a hearing or an appeal.

### Actions and Deposition

- G. After an investigation, if the National Ethics Committee determines the alleged violation does not constitute a violation of the DMA Bylaws, Code of Ethics, or rules of this corporation. The National Ethics Committee shall promptly notify, in writing, the National Executive Committee, the complainant and the accused of the dismissal of the alleged violation.
- H. After an investigation, if the National Ethics Committee determines the alleged violation does constitute a violation of the DMA Bylaws, Code of Ethics, or rules of this corporation. The National Ethics Committee shall promptly notify, in writing, the National Executive Committee, the complainant and the accused of the charges preferred against the member. The charges preferred shall set forth the DMA Bylaws, Code of Ethics, or rules of this corporation violated by the member.
- I. Notification of the charges shall be presumed to have been received by the complainant and the accused three (3) to five (5) days after being mailed by both U.S. Postal Service certified mail, return receipt



requested and by regular mail with proof of service (“presumed member receipt date”). This notification shall include a time and date on which the National Ethics Committee shall hear the charges, testimony and review of documentation brought by the complainant and defense of the charges, testimony and review of documentation brought by the accused. The date to hear such charges shall not be less than two (2) weeks from the presumed member receipt date. However, an extension of the date to hear such charges shall be within the sole discretion of the National Ethics Committee and not to exceed an additional two (2) weeks.

- J. The penalty imposed on the member shall be determined by the National Ethics Committee and approved by the National Executive Committee. The punishment may include but is not limited to sanctions, fines, suspension from events or activities, suspension of membership, termination of membership or any combination thereof.
- K. The National Ethics Committee shall send a written decision to the National Executive Committee the complainant and accused within two (2) weeks after the conclusion of the accused defense. The written decision shall set forth all the evidence the National Ethics Committee relies upon to render its decision. The written decision of the National Ethics Committee shall be presumed to have been received by the member on the presumed member receipt date, if the decision was mailed in accordance with the requirements set forth in SR 55-I.

#### **Appeals**

- L. Within two (2) weeks from the presumed member receipt date, the complainant and/or the accused may appeal the decision of the National Ethics Committee to the National Executive Committee with a copy sent to the National Ethics Committee. The appeal shall be in writing and set forth any evidence which refutes the decision of the National Ethics Committee. The appeal and copy thereof must be mailed in accordance with the mailing requirements set forth in SR 55-I.
- M. Within three (3) weeks after the National Executive Committee receives the member’s written appeal, it shall either uphold or reverse the decision of the National Ethics Committee.
  - 1. The decision of the National Executive Committee shall be final with no further right of appeal.
  - 2. The National Executive Committee’s final decision shall be in writing and set forth the reasons why the decision was upheld or reversed.
  - 3. The final decision shall be mailed in accordance with the requirements set forth in SR 55-I.

#### **Alleged Violations by Members of the Affiliated Chapter’s Board of Director or Ethics Committee**

- N. If any member of the National Executive Committee or National Ethics Committee is alleged to have violated any DMA Bylaws, Code of Ethics, or rules of this corporation then the remaining members of either the National Executive Committee or the National Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members. Except for the presentation of a defense, the member of the National Executive Committee or National Ethics Committee who is alleged to have violated **the DMA Bylaws, Code of Ethics, or rules of this corporation,** then the remaining members of either the National Executive Committee or the National Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members.
- O. If the alleged violation is dismissed or after a final decision is rendered, including any applicable appeal decisions of the National Executive Committee, the initial report of the National Executive Committee and the decision of the National Ethics Committee and, if applicable, the appeal decision of the National Executive Committee shall be forwarded to the National Board of Directors for review. The purpose of the final review by the National Board of Directors is to prevent an inference of any undue influence on the final decision on the part of the National Executive Committee’s remaining members and the National Ethics Committee.
  - 1. The report and decision must be sent to the Immediate National Past President within one (1) week of the final decision or a dismissal of the violation.
  - 2. The National Board of Directors may uphold or reverse the final decision of the National Ethics Committee. The National Ethics Committee’s decision shall be in writing and sent to all parties in accordance with the mailing procedures set forth in SR 55-I.
  - 3. The final decision of the National Ethics Committee shall set forth the evidence relied upon to render its decision. The National Ethics Committee’s decision shall be final.
- P. The National Treasurer Office shall maintain all permanent records of all grievances.

#### **54. Chapter:**

Each Affiliated Chapter must have an Ethics Committee. This Ethics Committee shall consist of at least three (3) past chapter presidents. If there are not enough Past Presidents to serve, then the current President of the Affiliated Chapter shall appoint members of the chapter to serve, provided those members appointed are not currently serving on the Board of Directors.

### **Charges and Notification:**

- A. Violations of the National or Chapter Chapter Bylaws, **Code of Ethics, or rules of this corporation** shall be reported in writing to the Board of Directors of the appropriate Affiliated Chapter.
- B. If any member is reported to have violated any of the Chapter Bylaws, **Code of Ethics, or rules of this corporation** by any other member, the Affiliated Chapter's Board of Directors promptly shall send a written report of the alleged violation to its Ethics Committee for investigation and a determination of the charges.
- C. A copy of the written report shall also be sent to the complainant and the accused so that all parties are informed of the charges preferred and that the affiliated Chapter's Board of Directors has taken the appropriate action.
- D. All reports of alleged violations involving sexual behavior or harassment by a member of a minor child (as defined by applicable laws) shall be immediately reported to appropriate law enforcement agencies. In addition, the member involved shall be immediately suspended until the alleged violations are fully resolved and the appropriate Affiliated Chapter, Dance Masters of America, Inc. if applicable, and a Court of Law, if applicable, render a final decision not subject to appeal. The aforesaid suspended member may not be present and/or participate in any meeting, convention, competition, program, or any activities where minor children are present.

### **Actions and Deposition**

- E. After an investigation, if the Affiliated Chapter's Ethics Committee determines the alleged violation does not constitute a violation of the **Chapter Bylaws, Code of Ethics, or rules of this corporation, then the Ethics Committee** shall promptly notify, in writing, the Affiliated Chapter's Board of Directors, the complainant and the accused of the dismissal of the alleged violation.
- F. After an investigation, if the Affiliated Chapter's Ethics Committee determines the alleged violation does constitute a violation of the **Chapter Bylaws, Code of Ethics, or rules of this corporation** shall promptly notify, in writing, the Affiliated Chapter's Board of Directors, the complainant and the accused of the charges preferred against the member. The charges preferred shall set forth the **Chapter Bylaws, Code of Ethics, or rules of this corporation violated by the member.**
- G. Notification of the charges shall be presumed to have been received by the complainant and the **accused three (3) to five (5) days** after being mailed by both U.S. Postal Service certified mail, return receipt requested, and by regular mail with proof of service ("presumed member receipt date"). This notification shall include a time and date on which the Affiliated Chapter's Ethics Committee shall hear the charges, testimony and review of documentation brought by the complainant and defense of the charges, testimony and review of documentation brought by the accused. The date to hear such charges shall not be less than two (2) weeks from the presumed member receipt date. However, an extension of the date to hear such charges shall be within the sole discretion of the Affiliated Chapter's Ethics Committee and not to exceed an additional two (2) weeks.
- H. The penalty imposed on the member shall be determined by the Affiliated Chapter's Ethics Committee and approved by the Chapter's Board of Directors. The punishment may include but not limited to sanctions, fines, suspension from events or activities, suspension of membership, termination of membership or any combination thereof.
- I. The Affiliated Chapter's Ethics Committee shall send a written decision to the Affiliated Chapter's Board of Directors the complainant and accused within two weeks after the conclusion of the accused defense. The written decision shall set forth all the evidence the Affiliated Chapter's Ethics Committee relies upon to render its decision. The written decision of the Affiliated Chapter's Ethics Committee shall be presumed to have been received by the member on the presumed member receipt date, if the decision was mailed in accordance with the requirements set forth in SR 55-G.

### **Appeals**

- J. Within two (2) weeks from the presumed member receipt date, the complainant and/or the accused may appeal the decision of the Affiliated Chapter's Ethics Committee to the Affiliated Chapter's Board of Directors with a copy sent to the Affiliated Chapter's Ethics Committee. The appeal shall be in writing and set forth any evidence which refutes the decision of the Affiliated Chapter's Ethics Committee. The appeal and copy thereof must be mailed in accordance with the mailing requirements set forth in SR 55-G.
- K. Within three (3) weeks after the Affiliated Chapter's Board of Directors receives the member's written appeal, it shall either uphold or reverse the decision of the Affiliated Chapter's Ethics Committee.
- L. The decision of the Affiliated Chapter's Board of Directors shall be final with no further right of appeal.
- M. The Affiliated Chapter's Board of Directors' final decision shall be in writing and set forth the reasons why the decision was upheld or reversed.
- N. The final decision shall be mailed in accordance with the requirements set forth in SR 55-G.

### **Alleged Violations by Members of the Affiliated Chapter's Board of Director or Ethics Committee**

- O. If any member of the Board of Directors or the Ethics Committee of an Affiliated Chapter is alleged to have violated any **Chapter Bylaws, Code of Ethics, or rules of this corporation** then the remaining

members of either the Board of Directors or the Ethics Committee shall proceed to resolve the alleged violation in the same manner as it is required to proceed against other members. Except for the presentation of a defense, the member of the Board of Directors or Ethics Committee who is alleged to have violated the **Chapter Bylaws, Code of Ethics, or rules of this corporation** shall not be present at any meeting wherein the Board or Committee is carrying forth its obligation to resolve the violations.

- P. If the alleged violation is dismissed or after a final decision is rendered, including any applicable appeal decisions of the Affiliated Chapter's Board of Directors, the initial report of the Board of Directors and the decision of the Ethics Committee and, if applicable, the appeal decision of the Board of Directors shall be forwarded to the National Ethics Committee Chairman for review. The purpose of the final review by the National Ethics Chairman is to prevent an inference of any undue influence on the final decision on the part of the Affiliated Chapter's remaining members of the Board of Directors and the Ethics Committee.
1. The report and decision must be sent to the Immediate National Past President by the Affiliated Chapter's Board of Directors within one (1) week of the final decision or a dismissal of the violation.
  2. The National Ethics Committee may uphold or reverse the final decision of the Affiliated Chapter. The National Ethics Committee's decision shall be in writing and sent to all parties in accordance with the mailing procedures set forth in SR 55-G.
  3. The final decision of the National Ethics Committee shall set forth the evidence relied upon to render its decision. The National Ethics Committee's decision shall be final.

**Q. The National Treasurer Office shall maintain all permanent records of grievances.**

## **FINES / PENALTIES**

55. If **Chapter Bylaws, Standing Rules, and all rules of this corporation** are not submitted to the Affiliated Chapter's National Area Director by December 1st, it may subject the Affiliated Chapter to the loss of the General, Delegates and Teachers Training School/Student Honor Intensive Program I and II scholarships.

## **MEMBERSHIP INQUIRIES AND APPLICATIONS**

56. Membership applications shall be processed in the following manner:

- A. If the Affiliated Chapter receives an inquiry for information or membership, the Affiliated Chapter shall send to the inquirer the information and/or Membership Application immediately.
- B. If the DMA National Administrative Assistant receives an inquiry for information or membership, they shall:
  1. send to the inquirer the information and/or Membership Application, along with the name of the contact person in the Affiliated Chapter or Affiliated Chapters closest to them.
  2. send to the Affiliated Chapter Secretary the name and address of the inquirer.
- C. The Affiliated Chapter must approve/deny and process all Membership Applications, Transfers, Life Memberships and Reinstatements of Membership.

**D. After the applicant has completed all Affiliated Chapter and National membership requirements, the Affiliated Chapter Secretary shall send to the DMA National Administrative Assistant, the completed Membership Application, a Chapter check to cover the applicant's National dues payment and submission of one (1) of the following:**

- 1. for Certified Active Membership - each examination the applicant passed, or a transcript of their passing grades from the DMA Teachers Training School, Cecchetti Teachers Elementary Examination (formerly known as Grade V), or Royal Academy of Dancing-Elementary Examination.**
  - 2. for Degreed Membership, a copy of their earned Degree from one or more of the Affiliated Chapter's approved institutions of higher education, approved by the chapter, and shall not be subject to further examinations.**
  - 3. for Partnering Membership, a copy of the Affiliated Chapter's approved documentation substantiating that the applicant is a member of an organization that requires entry by test.**
  - 4. for Professional Membership, a copy of the Affiliated Chapter approved documentation substantiating that the applicant has danced professionally for a period of not less than three (3) years.**
- E. One (1) of the four (4) permanent Membership Certificates shall be issued by the DMA National Administrative Assistant; the Certified Active Membership Certificate will display the subjects they have been certified by test to teach by DMA.

## **MEMBERSHIP TRANSFERS**

57. Transfers of membership from one (1) Affiliated Chapter to another Affiliated Chapter may be granted to members with the following conditions;

- A. The member is in good standing of both DMA and the Affiliated Chapter and that all dues payments are

current. This includes the payment of the current fiscal years' dues which are due on September 1st of each year.

- B. The member may request a transfer by submitting a Transfer of Membership form from the National Website and sending to the National Treasurer.
- C. Upon receipt of the transfer request, the National Treasurer will ensure that membership is current and in good standing.
- D. The National Treasurer will then contact the receiving Chapter's Secretary for the Chapter's approval of the Transfer or the Chapter's requirements that must be met by the member before approval. The National Treasurer will notify the Secretary of the departing Chapter of the pending transfer of membership.
- E. Upon approval of the Transfer of Membership by the receiving Chapter, the National Treasurer will advise the departing and receiving Chapters.
- F. The National Treasurer will update the National Records and notify the National Administrative Assistant.

## SCHOLARSHIPS

- 58. The following scholarships may be offered to each Affiliated Chapter of Dance Masters of America by the National Organization. These Scholarship Forms must be downloaded to your registration via JotForm by the deadline date or shall not be honored.
  - A. SOLO TITLE HOLDERS' SCHOLARSHIPS:  
These Scholarships are offered by the National Organization to each qualified Affiliated Chapter. The scholarships are for tuition only with room, board, and all other expenses the responsibility of the recipient.  
Chapter Qualifications:
    - a. Chapter chartered for two (2) years or less will have no minimum membership requirements.
    - b. Chapter chartered more than two (2) years must maintain twenty-five (25) dues paying members.
  - B. GENERAL TUITION SCHOLARSHIPS:  
Awarded to any member, assistant, or student of a member to the National Convention or Teachers Training School. These scholarships are for tuition only with room, board, and all other expenses the responsibility of the recipient.
  - C. TEACHERS TRAINING SCHOOL / STUDENT HONORS INTENSIVE PROGRAM I AND II SCHOLARSHIPS:
    - a. For Teachers Training School: awarded to any member for tuition only with room, board, and all other expenses the responsibility of the recipient.
    - b. Student Honors Intensive Program I & II: awarded to any student of a member for tuition only with room, board, and all other expenses the responsibility of the recipient.
  - D. AFFILIATED CHAPTER DELEGATE SCHOLARSHIP:  
This scholarship is to be used by the member of a Chapter who will be serving as the official Affiliated Chapter Delegate to the National Board of Directors during the National Convention. This member should be an officer (past or present) who knows the workings and feelings of the Affiliated Chapter. This scholarship is for tuition and a banquet ticket only, with room, board, and all other expenses the responsibility of the recipient.
- 59. All members of Dance Masters of America serving on the National Executive Committee shall be given a scholarship to the National Convention. This scholarship is for tuition and a banquet ticket only, with room, and all other expenses are the responsibility of the recipient.
- 60. All scholarship applications must be submitted to the National Treasurer by the published deadline date.
- 61. All scholarship monies awarded by DMA to any DMA event shall be paid by check and charged to the account of the specific event. All persons receiving a check must present their Internal Revenue Tax I.D. or Social Security number.
- 62. For Chapters to receive the SOLO TITLE HOLDER SCHOLARSHIPS, dues must be paid for not less than twenty-five (25) active members by December 1<sup>st</sup>.
- 63. Members celebrating their twenty-fifth (25th) year in DMA shall be awarded a tuition free scholarship to the National Convention. This award will be given only to the member in the year in which he will be celebrating his twenty-fifth (25th) anniversary.
- 64. All new Members of DMA shall receive a ninety dollars (\$90) Scholarship for the National Convention or Teachers Training School. This Scholarship can only be used within the fiscal year of their joining DMA.
- 65. There may be three (3) scholarships for attendees at S.H.I.P. I: the Beverly Fletcher, Pegge' Lee and Tom Ralabate Scholarships. The scholarships may be awarded to a dedicated attendee who has successfully completed the following criteria:
  - A. Extremely good work ethic.

- B. Understanding of ideas and methods taught at a physical, intellectual, and aesthetic level.
- C. Workable application in technique and solutions to problems and projects.
- D. A desire to see dance as part of their future.

The number of attendees at S.H.I.P. I shall determine the number of scholarships awarded. These scholarships include tuition, room, and board to S.H.I.P. for the following year. All S.H.I.P. I Scholarship recipients are selected by the S.H.I.P. I Faculty and approved by the S.H.I.P. I Administrators.

66. There may be two (2) scholarships for attendees at S.H.I.P. II: the Charleen Locascio and Laura Work scholarships. The scholarships may be awarded to a dedicated attendee who has successfully completed the following criteria:
- A. Extremely good work ethic.
  - B. Understanding of ideas and methods taught at a physical, intellectual, and aesthetic level.
  - C. Workable application in technique and solutions to problems and projects.
  - D. A desire to see dance as part of their future.

The number of attendees at S.H.I.P. II shall determine the number of scholarships awarded. These scholarships include tuition, room, and board to S.H.I.P. for the following year. All S.H.I.P. II Scholarship recipients are selected by the S.H.I.P. II Faculty and approved by the S.H.I.P. II Administrators.

67. Each year the Bachna Scholarship may be awarded to a dedicated 4th year attendee of the Teachers Training School and banquet who has successfully completed the following criteria:
- A. Has examined and successfully passed three (3) of the four (4) core subjects.
  - B. Exemplifies hard work, tenacity, and a strong focus.
  - C. Has a love of teaching and shows it in their work.
  - D. Has a thirst for knowledge and the understanding of dance.
  - E. Is dependable and shows skills of a good teacher.
  - F. Shows strong, moral character.
  - G. Shows leadership, enthusiasm, and dedication to the TTS program.
  - H. Cares about others and is anxious to share their thoughts and ideas.
  - I. Knows and studies their dance material.
  - J. Is punctual and actively participates in all facets of the program.
  - K. Is a model that truly exemplifies the program to undergraduates.

**This scholarship includes tuition only to TTS for the following year. The winners are selected by the faculty and approved by the Administrators.**

68. Each year the Dotty McGill Scholarship may be awarded to a dedicated 4th year attendee of the Teachers Training School and banquet who has successfully completed the following criteria:
- A. Has examined and successfully passed all Four (4) core subjects.
  - B. Exemplifies hard work, tenacity, and a strong focus.
  - C. Has a love of teaching and shows it in their work.
  - D. Has a thirst for knowledge and the understanding of dance.
  - E. Is dependable and shows skills of a good teacher.
  - F. Shows strong, moral character.
  - G. Shows leadership, enthusiasm, and dedication to the TTS program.
  - H. Cares about others and is anxious to share their thoughts and ideas.
  - I. Knows and studies their dance material.
  - J. Is punctual and actively participates in all facets of the program.
  - K. Is a model that truly exemplifies the program to Undergraduates.

**This scholarship includes tuition only to TTS for the following year. The winners are selected by the faculty and approved by the Administrators.**

69. All members who have served DMA as a National President are awarded a lifetime scholarship to all educational events. These scholarships include the National Convention, the Teachers Training School, and Intensive Programs. These scholarships are for tuition only.
70. All members who chair a major committee within DMA are awarded a scholarship to attend the educational venue at which they serve. These scholarships are for tuition only, with room, board, and all other expenses the responsibility of the recipient. Eligibility for these scholarships shall be determined by the National Executive Committee.
71. The Richard Risley Memorial College Scholarship – A devoted member and the founder of the Mr. Dance of America Scholarship Competition. This scholarship was created by DMA and funded by the estate of Mr. Risley and may be awarded upon approval of the National Advisory Committee.
72. Competition Scholarships  
Competition scholarships may be given for advanced dance training and education. The checks will be made payable to the student's teacher of record for the student's continuing dance education. The scholarships

awarded may be as follows: (NOTE: \* THE NUMBER OF AWARDS PRESENTED IS DETERMINED BY THE NUMBER OF PARTICIPANTS.)

**SOLO TITLE COMPETITION SCHOLARSHIPS:**

**Miss Dance and Mister Dance**

Miss Dance of America Scholarship Competition	Winner
Mr. Dance of America Scholarship Competition	Winner
*Miss Dance of America Scholarship Competition	1st, 2nd, 3rd and 4th Runners-Up
*Mr. Dance of America Scholarship Competition	1st, 2nd, 3rd and 4th Runners-Up
*Miss Dance of America Scholarship Competition	5 Semi-Finalists
*Mr. Dance of America Scholarship Competition	5 Semi-Finalists
*Miss Dance of America Scholarship Competition	High Score Awards
	Interview, Ballet, Tap, Jazz, Acrobatics & Modern
*Mr. Dance of America Scholarship Competition	High Score Awards
	Interview, Ballet, Tap, Jazz, Acrobatics & Modern
Miss or Mr. Dance of America Scholarship Competition	Edith Royal Memorial Scholarships
Highest Score in Ballet	
Miss or Mr. Dance of America Scholarship Competition	William Royal Memorial Scholarship
Highest Score Acrobatics	
Miss or Mr. Dance of America Scholarship Competition	Charles Hughes Memorial Scholarship
Highest Score Tap	
Miss Dance of America Scholarship Competition	Joan Wine Memorial Scholarship
Highest Score Lyrical	
Mr. Dance of America Scholarship Competition	Gene Wright Memorial Scholarship
Highest Score Lyrical	
Miss or Mr. Dance of America Scholarship Competition	George Lon Memorial Scholarship
Highest Score Jazz	
Miss Dance of America Scholarship Competition	Past Presidents of Chapter 33 Award
Highest Score Contemporary	
Mr. Dance of America Scholarship Competition	Past Presidents of Chapter 33 Award
Highest Score Contemporary	
Miss or Mr. Dance of America Scholarship Competition	Sherry Gold Choreography Award
	Judges Choice Choreography Award

**Teen Miss Dance and Teen Mister Dance**

Teen Miss Dance of America Scholarship Competition	Winner
Teen Mr. Dance of America Scholarship Competition	Winner
*Teen Miss Dance of America Scholarship Competition	1st, 2nd, 3rd and 4th Runners-Up
*Teen Mr. Dance of America Scholarship Competition	1st, 2nd, 3rd and 4th Runners-Up
*Teen Miss Dance of America Scholarship Competition	5 Semi-Finalists
*Teen Mr. Dance of America Scholarship Competition	5 Semi-Finalists
*Teen Miss Dance of America Scholarship Competition	High Score Awards
	Interview, Ballet, Tap, Jazz, Acrobatics & Modern
*Teen Mr. Dance of America Scholarship Competition	High Score Awards
	Interview, Ballet, Tap, Jazz, Acrobatics & Modern
Teen Miss or Teen Mr. Dance of America Scholarship Competition	Helena Hosch Memorial Scholarship
	Highest Score in Ballet
Teen Miss or Teen Mr. Dance of America Scholarship Competition	Marjorie Barth Memorial Scholarship
	Highest Score Acrobatics
Teen Miss Dance of America Scholarship Competition	Dotty McGill Memorial Scholarship
	Highest Score Tap
Teen Miss or Teen Mr. Dance of America Scholarship Competition	Georgia Deane Young Memorial Scholarship
	Highest Score Musical Theater
Teen Miss or Teen Mr. Dance of America Scholarship Competition	Charlotte Klein Memorial Scholarship
	Highest Score Lyrical
Teen Mr. Dance of America Scholarship Competition	Ohio Dance Masters Past Presidents Award
	Highest Score Tap
Teen Miss or Teen Mr. Dance of America Scholarship Competition	Charleen Locascio Award
	Highest Score Contemporary
Teen Miss or Teen Mr. Dance of America Scholarship Competition	Dance Masters of America Past Presidents Award
	Highest Score Jazz

### **Junior Miss Dance and Junior Mister Dance**

Junior Miss Dance of America Scholarship Competition  
Junior Mr. Dance of America Scholarship Competition  
\*Junior Miss Dance of America Scholarship Competition  
\*Junior Mr. Dance of America Scholarship Competition  
\*Junior Miss Dance of America Scholarship Competition  
\*Junior Mr. Dance of America Scholarship Competition  
\*Junior Miss Dance of America Scholarship Competition  
  
\*Junior Mr. Dance of America Scholarship Competition

Winner  
Winner  
1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Runners-Up  
1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Runners-Up  
5 Semi-Finalists  
5 Semi-Finalists  
High Score Awards  
Interview, Ballet, Tap, Jazz & Acrobatics  
High Score Awards  
Interview, Ballet, Tap, Jazz & Acrobatics

### **Petite Miss Dance and Master Dance**

Petite Miss Dance of America Scholarship Competition  
Master Dance of America Scholarship Competition  
\*Petite Miss Dance of America Scholarship Competition  
\*Master Dance of America Scholarship Competition  
\*Petite Miss Dance of America Scholarship Competition  
\*Master Dance of America Scholarship Competition  
\*Petite Miss Dance of America Scholarship Competition  
  
\*Master Dance of America Scholarship Competition

Winner  
Winner  
1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Runners-Up  
1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Runners-Up  
5 Semi-Finalists  
5 Semi-Finalists  
High Score Awards  
Interview, Ballet, Tap, Jazz, & Acrobatics  
High Score Awards  
Interview, Ballet, Tap, Jazz, & Acrobatics

## **PERFORMING ARTS SCHOLARSHIP COMPETITION**

The Performing Arts Scholarships presented at the National Convention:

### **Grand National Championship Winners**

Category I (12 years of age or under) Note: Some categories may be combined at any time.

- \*Highest Scores – Soloist
- \*Highest Scores – Duo/Trio
- \*Highest Scores – Group
- \*Highest Scores – Small Line
- \*Highest Scores – Large Line
- \*Highest Scores – Extended/Production

Category II (13 years of age or older) Note: Some categories may be combined at any time.

- \*Highest Scores – Soloist
- \*Highest Scores – Duo/Trio
- \*Highest Scores – Group
- \*Highest Scores – Small Line
- \*Highest Scores – Large Line
- \*Highest Scores – Extended/Production

### **Choreography Awards (Choreography Score)**

Lorraine Susa Choreography Award –	Highest Choreography Score duo through production (12 years of age or under)
Lorraine Susa Choreography Award –	Highest Choreography Score duo through production (13 years of age or over)
Glenda Moss Memorial Choreography Award –	Highest Choreography Score in a solo (12 years of age or under)
Glenda Moss Memorial Choreography Award –	Highest Choreography Score in a solo (13 years of age or under)
George Lon Memorial Choreography Award –	2 <sup>nd</sup> Highest Score duo through production (12 years of age or under)
George Lon Memorial Choreography Award –	2 <sup>nd</sup> Highest Score duo through production (13 years of age or older)

### **Champion of Champions**

Champion – 12 years of age or under  
Champion – 13 years of age or older

## **TEACHERS TRAINING SCHOOL**

73. All Attendees, having taken the TTS examinations, shall be given a percentage grade and shall receive the grades within sixty (60) days after the date of the examination.

# OBLIGATION OF DMA MEMBERS

## INSTRUCTIONS

- All candidates for membership in DMA shall be obliged to repeat the following obligation.
- Candidates must have passed all the requirements to be duly elected to membership.
- Candidates will be escorted to the National President or Obligating Officer of the Affiliated Chapter and the following ceremony will be performed.

**The Obligating Officer will read:**

### **OBLIGATING OFFICER:**

It is with pleasure that I inform you that you have been elected to membership in Dance Masters of America, Inc. - but, before you can become a bona fide member, it will be necessary for you to repeat the oath of membership and verbal obligation to this organization:

### **MEMBER**

I, (name), pledge myself to conform to all rules and Bylaws of Dance Masters of America, Inc. In proof of which, I do hereby affirm that I will uphold the Code of Ethics and will do all in my power to be a worthy member of Dance Masters of America.

# OBLIGATION OF DMA OFFICERS

## OFFICERS

I, (name) in accepting the office of (title) in Dance Masters of America, do pledge myself in the presence of Almighty God, to accept the obligations and responsibilities of this office. I further pledge myself to advance the art of dance and serve the interests of the members of this organization.

\*\*\*\*\*

**THE PRESIDING OFFICER SHALL THEN READ TO THE NEW OFFICERS THIS PREAMBLE TOGETHER WITH ANY FURTHER REMARKS HE MAY WISH TO MAKE:**

In becoming an officer of Dance Masters of America, it is also your duty to see that the Bylaws and Standing Rules of this organization are upheld.

We welcome you as officers of this organization and to faithful adherence to the duties of such office.