



Book	WSSDA Operating Policies
Section	1000 - Governance
Title	Legislative Assemblies Rules of Procedure
Number	1290P
Status	Active
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**Delegates:**

- A. One voting delegate badge shall be issued to each school board represented at the Legislative Assembly. The Legislative Representative for each board of directors shall receive the voting delegate badge except when:
  - 1. The WSSDA Governmental Relations staff receives written notification from the board or board chair designating a different director as the district's delegate prior to the start of the voting portion of the Assembly; or
  - 2. Only one director of a school district attends the Legislative Assembly
- B. Only a single school director, wearing the district's voting delegate badge (hereinafter called the delegate), is permitted to participate in the proceedings and vote on any one agenda item at a time. The director shall hold the delegate status until the vote has been completed on that item.

**Recognition:**

- A. A delegate, speaking from the floor, shall first address the chair and, after being recognized, state his/her name and the name of his/her school district.
- B. The chair may request that any substantive motions and/or amendments must be presented to the chair and audio-visual person in writing and signed by the mover before the chair will state the motion.
- C. When a delegate has spoken on an agenda item, that delegate will not be recognized again for the same agenda item until all other delegates who wish to speak have spoken.

**Timing:**

- A. The Legislative Committee Chair shall designate one or more official timekeeper(s).
- B. Mechanical timers shall be used, its face made visible to the voting membership. Its lights shall give warning of remaining or of expired time.
  - 1. One timer shall be designated as pro and one as con.
  - 2. The chair shall be notified when either pro or con debate has one minute left on the timer.
- C. The total time for speaking on any one issue or amendment shall be ten minutes unless time is extended by the assembly by a two-thirds vote or general consent.

1. Delegate(s) from the proposing board(s) shall have first opportunity to speak.
2. Pro and con speakers shall each have equal opportunity to be heard.
  - a. The maker and/or supporters of the issue may speak on its behalf for not more than a total of four minutes.
  - b. Opponents of the issue may speak against the motion for not more than a total of five minutes.
  - c. Proponents may then speak in closing debate for not more than a total of one minute.
- D. Members of the Legislative Committee and/or WSSDA staff may be recognized by the chair for purposes of clarification and shall not be included in the time allotted for the issue under consideration.
- E. Parliamentary Inquiries, Points of Information, Points of Order, or Appeals shall not be included in the total time unless determined by the chair to be applicable to debate limitations.

**Motions:**

- A. **Positions Calendar:** A Standing Positions Calendar shall be proposed to the Legislative Assembly by the chair.
1. Any concept with a "Do Pass" recommendation from the Legislative Committee that has passed the Legislative Assembly at least three times before will be included on the Standing Positions Calendar, if recommended by the Legislative Committee. Additionally, any recommendations from the Legislative Committee to amend or delete standing positions shall be included on the Standing Positions Calendar. The Standing Positions Calendar shall be handled prior to the Regular Calendar.
  2. All items passed as part of the Standing Positions Calendar will become part of the current year's WSSDA Legislative Advocacy Program.
  3. Standing positions so adopted will be reviewed each year by the WSSDA Legislative Committee for possible recommendation to the Board of Directors for inclusion in WSSDA's active legislative package.
- B. **Regular Calendar:** Issues not included in the Standing Positions Calendar will be placed in the Regular Calendar and presented for debate and vote by the Legislative Committee.
1. Each issue on the Regular Calendar shall be introduced, on behalf of the Legislative Committee, by a member of the committee.
  2. The committee member shall state the motion by number and title and state the committee recommendation.
  3. The issue shall be debated and voted on based on the wording as printed in the assembly handbook, or subsequent amended language as approved by a majority vote. A majority vote on the legislative proposal will adopt the issue.
  4. At the close of debate, either by no one approaching the microphone or the closure by time, the chair shall then ask if the assembly is ready to vote.
    - a. If a delegate is not ready to vote, the member may request to place the item at the end of the calendar by a majority vote.
    - b. Regular debate rules, including limitations on debate, shall apply when the issue is again taken up on the calendar.
- C. Any delegate may move to reconsider an issue that has already been considered.

Reconsideration of an issue shall be adopted by a majority vote.

**Voting:**

A. Voting on issues, with the exception of challenged votes, shall be by voice vote, colored cards, or a standing vote.

1. The vote on all issues will be on the legislative assembly proposal rather than on the committee's recommendation.
2. Challenged votes shall be conducted as a standing vote or a weighted vote as prescribed in Article XI of the WSSDA Bylaws.
3. Any delegate may call for a weighted vote, before, during, or after a standing vote is taken on an issue.

A delegate's call for a weighted vote supersedes a call for a standing vote.

B. The assembly room shall be closed during a standing vote or weighted vote.

**Parliamentary Authority:**

The parliamentary authority shall be Robert's Rules of Order Newly Revised, 10th edition.

Amended 11/08, 06/12