

## What are the Bylaws Information Sessions and Caucusing?

The *Bylaws Information Sessions* allow delegates to learn and ask questions about the proposed bylaws amendments that will be considered at convention. These information sessions help voting delegates understand all proposals, so they can fully participate in the voting process.

There will also be an opportunity for delegates who either support or oppose the proposals to work together. In these *Pro and Con Caucuses*, delegates can strategize on the proponent or opposition statements, and any proposed amendments. Delegates who will serve as the first pro or con speaker for each proposal can also be designated by each caucus. **All speakers and motions to amend the proposed bylaws amendments must be and submitted by 9am PDT on May 10.**

Only voting delegates (including student voting delegates) have the right to voice and vote in the business session. **Any attendee may participate in the information and caucusing sessions.**

## Making Motions – Process and Best Practices

- Work on the following during the caucus session:
  - **Proponent statement** - Each proposal (main motion) will be allowed a 90 second proponent statement. The first speaker in favor and the first speaker opposed may be designated by the attendees of the corresponding caucus. One speaker for the main motion and for each amendment can be designated in advance.
  - **Debate talking points** - Plan talking points to be delivered at the during the debate.
  - **Motions to Amend** - The language of each proposal (main motion) has already been reviewed by the Bylaws Committee, the WSPTA Parliamentarian, the WSPTA Board of Directors and legal counsel. Any amendments submitted by delegates by 9am on May 10 will be reviewed by the amendments committee.
- Amendment forms must be completed using the following language and format:  
*In proposed bylaws amendment # X, after word “xxxx” strike out “xxxx” and after the word “xxxx” insert “xxxx”.*
- An amendment to a proposed bylaws amendment may only be considered at convention if it was submitted to the amendments committee by 9am on May 10 and reported to the assembly by the committee.
- Motions to amend will be reviewed by the Amendments Committee, who can consolidate similar motions. Corrections to grammar, spelling and punctuation will be done by the committee. Only motions that are reported to the convention by the committee will be debated and voted on during the business session of WSPTA Convention on Saturday, May 22.
- Familiarize yourself with the proposed *WSPTA Convention Special Rules of Order and How Things Work* for debate and voting procedures.