

Important Dates

- Registration deadline **to be recognized as a voting delegate**: October 6 at 12:00 pm
- Registration deadline for attendees: October 6 at 12:00 pm
- Legislative Assembly general sessions: October 15-16

Voting Delegates vs. Attendees

- **Attendee** - Any member of WSPTA may register for the 2022 WSPTA Legislative Assembly and attend in person at Bellevue College or remotely via the Whova platform (Whova). The registration fee is \$165 (\$75 subsidized or student rate) and includes access to all classes and materials, educational opportunities, caucusing, and general sessions. Attendees who are not authorized as voting delegates by their local PTA or council president by the required October 6 noon deadline may attend, but not participate in, the general sessions at legislative assembly on October 15-16.
- **Voting Delegate** - The voting delegate registration and fee is the same as for attendees, but these members have been authorized as voting delegates by their local PTA or council president by the required October 12 deadline. Voting delegates may attend in person at Bellevue College or remotely via Whova and participate in the debate and voting in the general sessions of legislative assembly on October 15-16 on behalf of their local PTA or council as long as they have registered for the event by noon, October 6.
- Only registered voting delegates may submit motions to amend standing rules, issues or resolutions, as well as debate, speak, and vote in general sessions.
- For more information see [Voting Delegate Information](#).

What will be voted on during Legislative Assembly?

- Voting delegates will vote on adoption of the agenda and standing rules.
- Voting delegates will adopt the new WSPTA legislative platform for 2022-2024, including the new top 5 legislative priorities.
- Voting delegates will consider 13 new issues, one new resolution and three amended resolutions.
- Voting will occur at various times throughout the weekend of October 15-16.

Code of Conduct

- To provide a safe and welcoming event free of harassment, all attendees and voting delegates will behave with decorum and civility throughout all parts of legislative assembly. Incivility, harassment, or discrimination of any kind will not be tolerated.
- The WSPTA President can take any necessary disciplinary measures to ensure a safe environment for all.

Education/Q&A/Caucusing Sessions

- Voting delegates can learn about the issues and resolutions under consideration in several ways. The Voters' Guide can be accessed from the [Voter Information page](#). Each issue and resolution will also have a short education video and community group in Whova.

- The Whova Communities will give the opportunity for attendees to have their questions about the proposals answered. The issue and resolution submitters will be available to answer questions attendees may have. It is particularly important for voting delegates to understand all proposals so they can fully participate in the debate and voting process during general sessions.
- Caucusing allows voting delegates to work together on a strategy for a proposal. There may be both a pro and con caucus. This time to strategize allows the proponent and opposition statements, and any proposed amendments to be discussed, well thought out, and written out in advance. Voting delegates may choose to create a pro or a con caucus by utilizing the Meet-up function in Whova.
- Remember: Issues and resolutions are not legislation; they are part of the WSPTA platform. Voting delegates do not need to struggle over every word (wordsmithing), as the proposal will not be turned into a bill precisely as it is worded.

Amendments

- The parts of each proposed issue or resolution that can be amended by voting delegates will be shown in the shaded boxes in the voters' guide.
- For an amendment to a previously adopted resolution, only the portions of the resolution (title or resolved clauses) that have proposed amendments may be further amended.
- Resolutions may not have more than four resolved clauses.
- Resolution whereas clauses will be updated by the resolutions committee as needed.
- Amendments must clearly state what change(s) you want to happen. Use the following language (add/insert and strike/delete) and format:

“In resolved clause #2, bullet #1, after word “authentic” strike out the word “parent” and insert the word “family”

- Amendments should also try to stick to one focus at a time. For example, if there is a resolution with four resolved clauses and you would like to propose changes to two of the resolved clauses, it would be better to submit two separate amendments. The reason for this is that if delegates like one of your proposals but not the other the whole motion may fail with no changes taking place.
- Voting delegates will use the online submission form to submit proposed amendments. (bit.ly/2022MotionForm)

Speech & Debate During General Sessions

- Each voting delegate attending in-person is required to bring an electronic device that can run Whova and ElectionBuddy and are encouraged to ensure that their devices are fully charged at the beginning of each business meeting.
- A voting delegate wishing to speak in favor of the proposal should type “Speak Pro”, and those wishing to speak against a proposal should type “Speak Con” into the Whova chat to be added to the speaker list. Delegates attending in person should proceed to the appropriate microphone and wait to be recognized by the chair. Delegates attending remotely will have their microphone unmuted when they are recognized.
- After the chair recognizes the voting delegate, they should state their name and local PTA/PTSA or council number.

- A voting delegate may request to speak on a motion only after it has been introduced. The speakers list for each motion will not be open in advance.
- No voting delegate may speak more than twice on the pending motion, and no one may speak a second time until everyone who wants to has spoken once.
- Each speech in debate shall be limited to 90 seconds.
- After the introduction of an issue or resolution (main motion), one voting delegate may speak in favor, followed by one speaker against, followed by the consideration of amendments, followed by the remaining debate on the main motion. At the conclusion of the first speech in favor, if no delegate wants to speak in opposition and there are no amendments, the vote on the main motion will be taken without further debate.
- Debate on all motions shall be limited to three speakers in favor and three opposed. Once this limit has been reached on a main motion to adopt the resolution, debate shall be closed, and the vote shall be taken on the main motion.

Making a Motion

- Once the main motion the voting delegate wishes to amend is pending, the delegate will use the Whova chat to indicate “make motion.”
- After recognition by the chair the voting delegate making the motion will be use the appropriate microphone or be unmuted and will say, “I move that...” or “I move to...” (stating what you want to be done).
- Before the motion can be discussed, it must be seconded by another voting delegate by typing “second” into the Whova chat. The purpose of the second is to be sure that someone else wants to consider your idea. If there is no second, the matter is dropped and does not come before the meeting for decision.
- Once a motion has been made and seconded, it will be restated by the chair and then the chair will ask for discussion.
- The maker of the motion will be the first person recognized to speak.
- If your motion is not relevant (germane), the chair will rule the motion out of order at the current time.

Example Debate and Voting Scenarios

Example 1 (Amendments have been submitted):

- Begin debate of the proposal
- Proponent opening statement (90 seconds max)
- Speaker in opposition (if there is one)
- Process amendment motions
- Alternate speakers between the "for" and "against"
- Vote when we run out of speakers

Example 2 (No amendments submitted, with con speakers):

- Begin debate of the proposal
- Proponent opening statement (90 seconds max)
- Speaker in opposition (if there is one)
- Alternate speakers between the "for" and "against"
- Vote when we run out of speakers

Example 3 (No amendments submitted, without con speakers):

- Begin debate of the proposal
- Proponent opening statement (90 seconds max)
- Seeing no con speakers
- Vote taken without further debate

Points of Order/Inquiries

- A voting delegate who has a request for information, a parliamentary inquiry, or wishes to raise a point of order or a question of privilege shall type out and send the question or point of order/inquiry using the Whova Q&A feature.
- The Points of Order/Inquiries monitor will either read it aloud when called on by the chair or address it by responding in the Q&A feature, as appropriate.
- If the question is not relevant (germane), the chair will rule the comment out of order at the current time.
- Request for Information/Inquiry:
 - If a voting delegate does not understand what is happening during the meeting, they may ask a question:
 - Sometimes the issues get confusing, and you do not know which motion is being discussed.
 - You may have a question on the effect of a vote under consideration.
 - The chair will take this question before recognizing the next speaker.
 - The inquiry must be a specific question to ask for factual information or to ask a procedural question.
 - It must not be to make a point in rebuttal or to clarify a point made in debate.
 - Rhetorical questions are debate, not requests for information.
 - The chair will respond to your question or ask someone to answer, and there will be no discussion.
- Points of Order:
 - If a voting delegate believes a procedural rule is being violated or ignored, they may raise a point of order.
 - Points of order will be ruled on by the chair, subject to appeal by the delegates.

Voting

- Voting delegates will vote on behalf of their local PTA/PTSA or council.
- Voting delegates will vote using links provided through the ElectionBuddy platform. A different method of voting may be used at the chair's discretion.
- Attendees who are not authorized voting delegates may not vote.
- The polls will remain open at least 30 seconds for each vote.

Campaign Materials

- No item supporting or opposing an issue or resolution under consideration by the delegates may be visible to other attendees.
- No item supporting or opposing a candidate or ballot measure in the general election may be visible to other attendees.
- “Items” include, but are not limited to clothing, shirts, hats/caps, buttons, signs/posters, virtual backgrounds, etc.

Recording

- Attendees may not record or stream the business meetings of legislative assembly without prior approval of the chair in writing.

Emergency or Substitute Legislative Issues, Legislative Positions, Legislative Principles, or Resolutions

- Per the *WSPTA Uniform Bylaws* Article 9, Section 5B, the legislative assembly shall not consider emergency or substitute legislative issues, legislative positions, legislative principles, or resolutions, other than those originally presented to the delegates, without prior approval of the WSPTA board of directors as prescribed by WSPTA policy.

Photo Release

- By attending WSPTA Legislative Assembly, you grant the Washington State PTA the right to record, film, photograph, or capture your likeness in any media and to distribute, broadcast, use, or otherwise disseminate, in perpetuity, such media without any further approval from or any payment to you. Note: Parental consent is required to publish photographs that feature attendees under the age of 18.

Technical Information

- Attendees may join the meeting on any computer or smart device with an internet connection; laptops or desktops are recommended for remote attendees.
- All attendees must mute their microphones when they are not speaking.
- Each delegate is responsible for their connection to the internet. No action will be invalidated on the grounds that the loss of, or poor quality of, a delegate’s individual connection prevented them from participating in the meeting, provided that at least a quorum of delegates was connected and adequately able to participate.
- The chair may cause or direct the temporary disconnection or muting of an attendee’s connection if it is causing undue interference with the meeting. The chair’s decision to do so will be announced during the meeting.
- The chair may adjust the standing rules to accommodate limitations in the technology used to conduct the meeting.