

## Standing Rules

1. **Voting Credentials:** Only voting delegates with voting credential cards have the right to voice and vote. Lost voting credential cards will not be replaced.
2. **Speaking in Debate:** A voting delegate wishing to speak in favor (for or pro) or against (opposed or con) the pending motion must proceed to the appropriate microphone.
3. **Requesting Information:** A voting delegate wishing to make a request for information or a parliamentary inquiry must proceed to the “info” microphone.
4. **Recognition by the Chair:** When recognized by the chair, the voting delegate will give their name, and the name of the local PTA or council represented or WSPTA position held.
5. **Length of Speeches:** No voting delegate shall speak for more than 90 seconds at a time or more than twice on any pending item of business.
6. **Total Debate Time per Main Motion:** Total debate time for each main motion shall be a total of twelve (12) minutes. The total time clock will stop for all matters and replies at the “info” microphone. The total time clock may also be stopped by the chair as needed.
7. **Debate Process without Motions:** After the introduction of a main motion, one voting delegate speaking in favor of the motion and one speaking against the motion will be given the opportunity to speak in debate before any amendments may be proposed. At the conclusion of the first speech in favor of the motion, if no voting delegate has approached the “con” microphone and there are no amendments or other motions, the vote on the main motion will be taken. If there is debate, the chair will recognize speakers at the “pro” and “con” microphones, alternating speakers when possible, continuing until either the total debate time has expired, or no further speakers wish to speak.
8. **Motions to Amend the Issue, Principles, Resolutions, Other Main Motions, and Motions to Make Secondary Amendments:** After the introduction of a main motion, a voting delegate wishing to propose an amendment to a resolution, another main motion, or a secondary amendment, shall submit the motion in writing on a motion form available from the microphone tables, proceed to the “motions” microphone, and wait to be recognized

by the chair. When an issue, principle or resolution is presented for debate, only the specific words in the **shaded boxes** as shown in [Voters' Guide](#), are open for discussion and amendment.

9. **Debate Process with Motions to Amend:** If an amendment is proposed, the chair will recognize one voting delegate in favor of the amendment (the motion maker) and one voting delegate against the amendment before a secondary amendment may be proposed. The chair will alternate recognizing speakers at the “pro” and “con” microphones, continuing until either the total debate time has expired, or no further speakers wish to speak.

At the conclusion of the first speech in favor of the amendment, if no voting delegate has approached the “con” microphone and there are no secondary amendments or other motions, the vote on the amendment will be taken without further debate.

If the amendment is adopted, the main motion will be considered as amended, and debate will resume on the amended main motion. If the amendment fails, debate will return to the main motion in its original form. This process will repeat for each subsequent amendment until all amendments have been processed or the total debate time for the main motion has expired. If time remains

after all amendments have been addressed, debate on the main motion (as amended or as proposed if the amendment fails) will resume until the total debate time expires. When no further voting delegates wish to speak, or the total debate time has expired, the vote on the main motion will be taken.

(See also [Flow Diagram of Debate and Voting Process](#))

10. **Debate for Resolution Resolve Clauses:** Debate will proceed by resolved clauses, addressing one clause at a time in the order they are presented. Once a resolved clause has been debated and amendments, if any, have been processed, the next resolved clause will be considered. If no voting delegate has approached the “con” microphone and there are no amendments or other motions, the vote on the main motion will be taken without further debate.

11. **Voting Process:** Voting delegates shall show their voting credential cards when voting. During a counted vote, no one may enter or leave the meeting room.