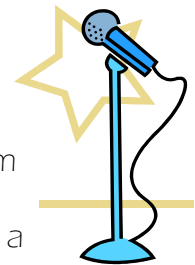


# Oregon PTA Leadership Conference and Convention Rules

1. **Registration:** Participants (delegates and non-voting delegates, guests and vendors) must register to attend any session of the annual meeting. Official registration badges are required to be worn to all convention activities.
  - a. Attendees registered prior to convention will pick up their materials at the registration desk.
  - b. Attendees registering on-site must report to the registration desk, where, upon payment of a registration fee, badges and all other materials will be issued.
2. **Session Seating:** It is requested that delegates, non-voting delegates, and visitors be seated before the opening of any session. No one will be seated during any voting.
3. **Addressing the Chair:** and the convention body in a general session:
  - a. Microphones will be used at all times.
  - b. A delegate will be required to show their voting delegate card to the microphone monitor prior to being recognized by the chair.
  - c. The delegate must first state their name in full and the name of the unit they represent.
  - d. The delegate is limited to two (2) minutes to speak each time they are recognized. This limitation includes nominating candidates from the floor.
  - e. A delegate may address the chair a maximum of three (3) times on a single topic.
  - f. Speakers must conform to the ruling of the timekeeper.
4. **Motions:** must be presented in writing, signed by the maker with full name, name of local unit, and given to a page to hand to the secretary immediately. Motion forms will be available from the microphone monitors. Please refer to “Addressing the Chair” above.
5. **Pages:** are available while sessions are in progress to deliver messages and communication to the head table.
6. **Non-PTA literature:** shall not be distributed during convention activities without the permission of the Executive Committee of Oregon PTA.



7. **Campaign literature:** must adhere to campaign policies. Campaign materials may not be attached or posted on the walls or doors of the convention facility or within 25 feet of the polling station. No campaigning during convention business including general sessions, workshops, and working meals.
8. **Any resolution:** brought to the convention floor must adhere to the following procedures:
  - a. A resolution rejected by the Resolution Committee may be brought to the convention floor with a two-thirds (2/3) affirmative vote of the convention delegates (present at that session) to consider the resolution. Notice of such intention to submit this resolution must have been presented to Oregon PTA no later than March 15<sup>th</sup>.
  - b. An emergency resolution may be brought to the convention floor with a two-thirds (2/3) affirmative vote of the convention delegates (present at that session), providing notice of such intention to submit said resolution has been presented to the President no later than the opening of the first general session.
    - i. Emergency resolution shall conform to all established criteria for other resolutions.
    - ii. The urgency of the subject matter shall have arisen after the deadline for submission of a resolution.
    - iii. Six copies of the emergency resolution must be submitted to the Oregon PTA President prior to the opening of the first general session.
  - c. The delegate presenting the resolution must furnish sufficient copies for the entire delegation at the end of the first general session.



9. **Agenda Items:** No agenda item may be on the floor for more than thirty (30) minutes (inclusive of all points of order and points of information). Within this time frame the chair shall recognize delegates speaking "for" and "against" motions in alternating order.



10. To **extend debate** time beyond the original thirty (30) minutes, the President will ask for general consent to extend the time for five minutes. If no delegate objects, total time is automatically extended for five more minutes for the pending item of business..

11. **Cell Phones and Pagers:** will be turned off or placed on silent mode for all convention-related activities. A \$25.00 fine payable to "T.E.S." will be collected from any individual who violates this rule.

