2021 FLORIDA PTA
HYBRID CONVENTION RULES

DELEGATES
For purposes of this meeting, delegates refers to all voting delegates. All non-voting members are considered registered attendees. Due to the hybrid format, there will be no on-site registration.

MOTIONS, DEBATING AND VOTING
1. Only properly registered delegates may speak and vote.

2. Florida PTA is not responsible for connectivity issues which may prevent a member from participating in Leadership Convention; no action shall be invalidated on such grounds.

3. Delegates shall use the electronic request form provided during the virtual meeting to indicate that they wish to speak and then await recognition by the chair.
   a. A delegate may speak only twice on a question and for ONLY TWO MINUTES.
   b. Requests for Information are used to ask a question whenever a delegate needs more information before voting.
   c. Requests for Information are not to be used to provide information to the assembly.
   d. Rhetorical questions will be ruled out of order.
   e. Motions editing grammar or punctuation are not in order.

4. Process for Florida PTA 2021 Hybrid Convention:
   a. From May 3 through May 21, 2021, members who wish to comment on the revised bylaws may do so by using the comment form linked within the revised bylaws document on the Proposed Resolutions and Bylaws Revision webpage.
   b. Members who wish to comment on the proposed resolutions may do so by using the comment form located toward the bottom of the same webpage.
   c. Receipt of each comment will be acknowledged after clicking Submit at the end of each form.
   d. The comment period will close Friday, May 21, 2021, at 5:00 p.m. EDT.
   e. All comments will be shared with Florida PTA’s Bylaws and Resolutions Committees.
   f. The Resolutions Committee will review and consider every comment received and may use those comments to recommend amendments to the Florida PTA Board of Directors.
   g. The Bylaws committee will review and consider every comment received and may use those comments to recommend amendments to the Florida PTA Board of Directors.
   h. The Board of Directors must approve any changes to the proposed resolutions or bylaws amendments submitted by the respective committees.
   i. The final version of the proposed resolutions amendments and the revised bylaws will be posted on the Florida PTA website on Tuesday, June 15. After this date, the proposed resolutions and bylaws amendments cannot be changed.

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j. Registered Leadership Convention delegates who are credentialed to vote will have the opportunity to vote “For” or “Against” the revised bylaws and each proposed resolution within the convention platforms on Friday, July 16, 2021 for bylaws and on Saturday, July 17, 2021 for resolutions.

5. No item of business may be on the floor for more than twenty minutes, with one five-minute extension.
   a. Within this time frame the chair shall recognize delegates FOR and AGAINST the motion in alternating order.
   b. A maximum of twenty-five minutes for discussion and amendments will be allowed.
   c. At the end of twenty-five minutes, the presiding officer shall call for a vote on all pending motions.

6. The order of speakers may be changed to satisfy debate and discussion rules, such as to interleave speakers For and Against, or to raise higher priority motions to the top. There is no guarantee that you will be able to speak, or that your position will remain the same. Please understand that we need to arrange speakers to follow certain rules.

7. Voting
   a. Voting will occur in person and electronically.
   b. No one will be permitted to enter the in person or virtual meeting while a vote is being taken.

8. Motions to extend time, limit time, or suspend the rules will not be allowed due to the time constraints in our hybrid environment. The motion to call the question on the main motion shall not be in order unless at least 2 delegates on each side of the pending motion have the opportunity to be heard.

9. After the completion of all proposed resolution items, any resolution item submitted by the deadline but not included in the convention call may be moved for consideration before emergency resolutions are considered.

10. An Emergency Resolution may be brought before the convention body provided it has met the Emergency Resolution criteria set forth in the Florida PTA Resolutions Guide.

11. In the case of an emergency resolution:
    a. The written motion or amendment should also include the name of the motion maker, the name of their PTA unit and county, contact information, and proposed motion or amendment language.
    b. The Aide to the President will forward the motion to the chair for consideration.

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c. A delegate who is recognized by the chair for the purpose of debate may not at the same time move the previous question or make a secondary motion.

12. The chair may cause or direct the removal, disconnection or muting of an attendee’s participation if it is causing undue interference with the meeting.

13. The chair shall determine and adjust the Convention program as required for smooth operation of the assembly. Therefore, the program, with the exception of the Convention business meeting agenda, is for guidance only and shall not be considered either general or special orders.