

Parliamentary Procedure 101

Before each legislative session, people write **bills**. During each session, those bills are debated by **Senators** and **Representatives**. Here's how they debate:

Committee Chair

The person in charge of the meeting is called the **Committee Chair**. The Committee Chair brings the meeting to order (begins the meeting), oversees debate, and adjourns the meeting (ends the meeting).

Debate

During debate, there are a few things everyone should know:

1. When you are called on to speak, you need to stand up and say **your full name** and your delegation. For example, "Nolan Martin, Mill Creek Delegation."
2. After that, you can do one of these things:
 - A. Ask the proponent (the person speaking for the bill) some questions about his/her bill. You do this by saying: "**Will the proponent yield to a series?**"
 - B. Speak out for the bill. You do this by saying:
"**I'd like to speak out in favor of this bill.**"
 - C. Speak out against the bill. You do this by saying:
"**I'd like to speak out against this bill.**"
3. If you want to move to vote on a bill, you can call "**Previous question.**" (This is asking to go back and vote on the original motion). This motion needs a second, and then everybody votes on the whether or not to vote.
4. If anyone makes a parliamentary procedure mistake, you can call "**Point of order.**"

Key Terms:

Bill	Proponent	Motion	Debate	Chair
Amend	Senator	Representative	Committee	
Point of order		Previous question	Yield to a series	
Adjourn		Majority	Second	Opening remarks
Closing remarks				