

NOTICE OF MOTION

The Chair of the MSBA Resolutions and Policy Committee shall move or cause to be moved a motion regarding adoption of the Rules of Procedure for the resolution process, as follows, at the MSBA Annual General Meeting:

RULES OF PROCEDURE

PROCESS

1. All resolution proceedings shall be governed by these rules of procedure, the *MSBA Act*, and the MSBA By-Laws. In the event of any conflict, the provisions of the *MSBA Act* and the MSBA By-Laws shall prevail. Where any of the aforementioned identified instruments are silent, the current edition of Robert's Rules of Order Newly Revised, shall apply.
2. The resolution process shall be conducted by a "Resolutions Chair", referred to in the following sections as the "Chair".
3. The Chair will advise the membership of the disposition of emergent resolutions submitted to the MSBA Executive and request the assembly's consideration of those late resolutions not adopted by the Executive.
4. Resolutions shall be dealt with in the following order:
 - a. consideration of new resolutions in the order listed in the resolutions booklet and any emergent resolutions adopted by the MSBA Executive at the end of the section in which the resolution is assigned (point #3 above);
 - b. consideration of emergent resolutions not adopted by the MSBA Executive but approved by the assembly for debate;
 - c. any resolution(s) for reconsideration in the order of receipt by the Chair (point #25).
5. Should any resolution be identified as a particular concern of the assembly, that resolution may be brought forward in the convention proceedings for discussion and debate by majority consent of the assembly. A motion requesting this action must be moved and seconded.
6. Proposed resolutions shall be read and moved by members of the Resolutions and Policy Committee and the Chair shall immediately ask for a seconder who may speak to the proposed resolution and close debate.

RESOLUTIONS

7. Resolutions submitted by any member board in the period between the deadline for receipt of regular resolutions and the final Executive meeting preceding the annual general meeting will be considered emergent resolutions.

The Executive will assess emergent resolutions to determine whether the issue addressed was evident prior to the deadline for submission of regular resolutions. Where the Executive deems the resolution to be truly emergent in nature, it will be included among those for consideration at the annual general meeting.

Any emergent resolution not adopted by the MSBA Executive will require a separate motion to be added to the annual general meeting agenda and must be moved and seconded and receive the support of not less than two-thirds of the delegates present and voting in order to be considered.

RESOLUTIONS

8. Any resolution sponsored by the provincial executive will be deemed to be a regular resolution, whether or not it meets the timeline outlined above.
9. Extraordinary resolutions arising out of the business of the annual general meeting may be considered if consideration is supported by a two-thirds majority of voting trustees.

DEBATE

10. As soon as a proposed resolution has been moved and seconded, the Chair will call upon the seconder to explain the proposed resolution.
11. The Chair will then ask if any delegate wishes to speak against the proposed resolution. If no delegate so indicates, the seconder will be invited to close debate and the question will be called.
12. Once any delegate speaks in opposition to the proposed resolution, debate shall begin and continue until the question is called in the usual manner. The seconder will have the right to be the final speaker in the debate.
13. Each delegate wishing to speak to a resolution must first be formally recognized by the Chair and shall announce their name and school division/district before speaking to the resolution to be debated.
14. No delegate shall speak to a resolution more than once, except the seconder of the resolution, and debate shall be limited to three (3) minutes unless permission for an additional three (3) minutes is granted by general consent of the assembly.
15. Associate members may, at the discretion of the Chair, speak on a point of information but may not enter into the debate, nor may they move, second, or vote on a resolution.

VOTING

16. Member school boards who have at least one trustee in attendance at the Annual Convention shall be eligible to vote, via board ballots, in the election for President and Vice-Presidents, and on by-laws and by-law amendments, and the appointment of the auditors. Trustees from member boards who are registered Convention delegates are voting delegates eligible to vote on all resolutions other than those requiring board ballots, as described above.
17. A quorum shall consist of not less than 100 voting delegates present virtually or in person at the time the vote is called on any motion before the assembly.
18. The Resolutions and Policy Committee [By-Law #5, (10)] shall be responsible to know the voting strength at all times on the convention floor, and shall be responsible for ruling on any disputes over the issuance of voting cards and ballot books.
19. All voting shall be by show of hands (using the authorized voting cards) unless:
 - a. the Chair, in their discretion, calls for a standing vote before announcing the results of a vote by show of hands, or
 - b. immediately after the result has been announced by the Chair, one delegate calls for a standing vote.Voting at virtual meetings shall be by a roll-call vote of each school board (for board ballot votes) or by an electronic voting platform approved by the Executive for regular resolutions.

VOTING

20. A favourable vote of not less than two thirds of the board ballots cast shall be required to approve any amendments/changes to the By-Laws or *MSBA Act*. All other questions shall be decided by majority vote of those delegates present and voting unless otherwise specified in these rules of procedure.

AMENDMENTS

21. A delegate may, at any time during the debate on a resolution, move an amendment, providing it is relevant to and deals with the same subject matter as the original resolution. Amendments must be seconded.
22. The Chair has the prerogative to divide a question into two or more questions so as to allow for a separate vote on any particular point or points, if the Chair deems that the division of the question will facilitate debate.
23. No more than one amendment and one amendment to the amendment (sub-amendment) will be accepted by the Chair at any one time.
24. The Chair may, in their discretion, require that any amendment to a resolution be submitted in writing.

RECONSIDERATION

25. A written notice of motion to reconsider a vote on the resolution shall be presented to the Chair, and may only be submitted by a delegate who originally supported the vote on that particular resolution. Upon validation of the request for reconsideration, the Chair shall immediately announce that a motion to reconsider will be presented after all other convention resolutions have been considered in accordance with [Section 4 (c)] above.