

Office of Student, Family and
Community Engagement



Rules Make it Right!

¡Las reglas lo arreglan todo!

Objectives

- Preparing parent leaders to conduct an effective meeting
- Learn about the basic rules of Parliamentary Procedure.

Objetivos

- Preparar a padres líderes para conducir reuniones efectivas
- Aprender sobre las reglas básicas del Procedimiento Parlamentario.



Source

This presentation is based on LAUSD Bulletin 6745.7, *Guidelines for the Required English Learner Advisory Committees and School Site Councils*, **Attachment Q – General Principles Of Parliamentary Procedure: Selected Robert’s Rules Of Order.**

Fuente

Esta presentación se basa en el Boletín de política de LAUSD 6745.7, Directrices para el Comité Asesor para Aprendices de Inglés y para el Consejo del Plantel Escolar, **Adjunto Q— Principios Generales para los Procedimientos Parlamentarios: Selección de Normas de Robert para el Orden Parlamentario.**

Why do we use
Parliamentary Procedure?

¿Por qué utilizamos el
procedimiento parlamentario?

WHY?

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Why do we use parliamentary procedure?

¿Por qué utilizamos el procedimiento parlamentario?

The four (4) basic reasons to use Robert's Rules of Order is to:

- Ensure fairness
- Save time and stay organized
- Promote democratic decision-making
- Prevent conflict and confusion



Las cuatro (4) razones básicas para usar el Reglamento de Orden de Robert son:

- Garantizar la equidad
- Ahorrar tiempo y mantenerse organizado
- Promover la toma de decisiones democrática
- Prevenir conflictos y confusión

**GENERAL PRINCIPLES OF PARLIAMENTARY PROCEDURE:
PRESCRIBED ROBERT'S RULES OF ORDER****History**

The most commonly used parliamentary procedure is Robert's Rules of Order. These procedures were written by General Henry M. Robert, a U.S. Army engineer, and published in 1876. His work is still regarded as the basic authority on the subject of parliamentary law. Robert's Rules of Order, 11th edition, October 2013, is the accepted authority for almost all organizations today. This sheet should not be a substitute for Robert's Rules of Order. It should support the effectiveness of council and committee operation.

Basic Rules

- All members have equal rights, privileges, and obligations.
- The minority has rights that must be protected.
- Full and free discussion of all motions, reports, and other business items is a right of all members.
- In doing business, the simplest and most direct procedure should be used. *For example, when voting on a motion, one can raise a hand, use a ballot, and consensus.*
- Logical precedence governs the introduction and disposition of motions.
- Only one question (motion) can be considered at a time.
- Members may not make a motion or speak in debate until they have been recognized by the Chairperson or the presiding officer and subsequently obtained the floor.
- A member may speak a second time on the same question (motion) if all other members have been given an opportunity to speak at least once on the same question (motion).
- Members must not question the motives of other members. Customarily, all remarks are addressed to the presiding officer.
- In voting, members have the right to know at all times what motion is before the assembly and what affirmative and negative votes mean. (In other words, when voting, restate the motion to the committee/council and clarify what a positive or negative vote means.)

Terms and Process for Transacting Business**Quorum**

A quorum, 51% of the entire membership, is the minimum number of members who must be present at a meeting for business to be legally transacted.

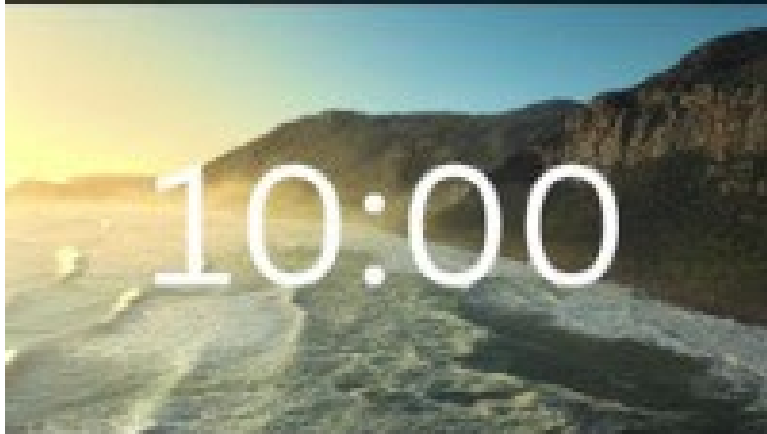
Obtaining the Floor

Before a member in an assembly can make a motion or speak in debate, he or she must obtain the floor; that is, the member must be recognized by the Chairperson or presiding officer as having the exclusive right to be heard at that time. If two or more members wish to

General Principles of Parliamentary Procedure: Prescribed Robert's Rules of Order Attachment Q

Principios Generales del Procedimiento Parlamentario: Reglas de Orden de Robert Prescritas Adjunto Q

General Principles of Parliamentary Procedure: Prescribed Robert's Rules of Order Attachment Q



Principios Generales del Procedimiento Parlamentario: Reglas de Orden de Robert Prescritas Adjunto Q

GENERAL PRINCIPLES OF PARLIAMENTARY PROCEDURE: PRESCRIBED ROBERT'S RULES OF ORDER

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Federal and State Law Ley Federal y Estatal

Ralph M. Brown Act
Decreto Ralph M. Brown

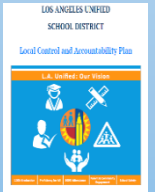
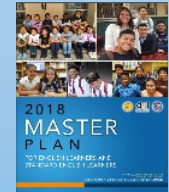
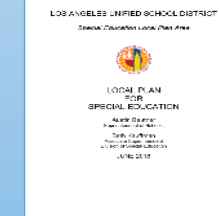
Open Meeting Law
Ley de Reuniones Abiertas

Individuals with Disabilities
Education Act (IDEA)
Ley para la Educación de Personas
con Discapacidades (IDEA)

CA Ed Codes
Códigos de Educación de
California

LAUSD Policy and Procedures Políticas y Procedimientos de LAUSD

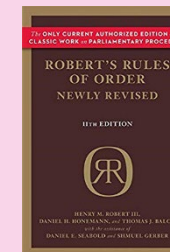
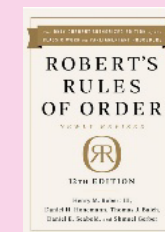
Respectful Treatment of Others
Resolution
Resolución sobre el trato
respetuoso de los demás



Bylaws Estatutos

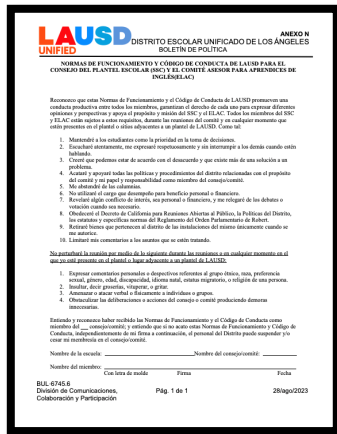
Bylaws /Estatutos

Robert's Rules of Order Normas de Robert para el Orden Parlamentario



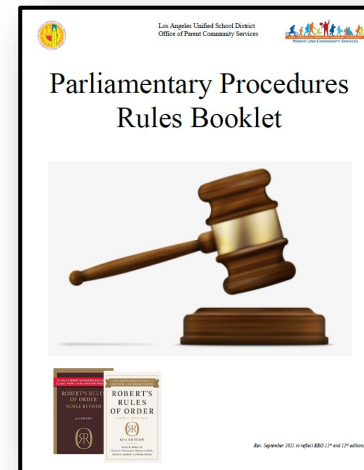
Important Documents/Handouts

Documentos / Materiales Importantes



LAUSD Operating Norms and Code Of Conduct for the SSC and the ELAC

Normas de Funcionamiento y Código de Conducta del LAUSD para el SSC y el ELAC



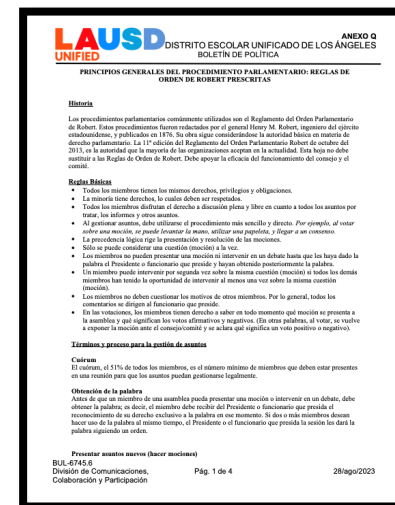
Parliamentary Procedures

Procedimientos Parlamentarios

Greene Act	
California Education §35147 legislative bodies who follow the Greene Act has 8 major tenets	
1.	Any meeting held by a committee or council shall be open to the public .
2.	Any member of the public shall be able to address the council or committee during the meeting on any item within the subject matter jurisdiction of the council or committee.
3.	The council or committee may not take any action on any item of business unless a) the item appeared on the posted agenda, or b) the council or committee members present, by unanimous vote , find that there is a need to take immediate action and that the need for action came to the attention of the council or committee subsequent to the posting of the agenda .
4.	Any materials provided to a council or committee shall be made available to any member of the public who requests the materials pursuant to the California Public Records Act.
5.	Notice of the meeting shall be posted at the school site or other appropriate place accessible to the public at least 72 hours prior to the meeting.
6.	The meeting notice shall specify the date, time, and location of the meeting and contain an agenda describing each item of business to be discussed or acted upon.
7.	If council or committee violates the procedural meeting requirements of this section upon the demand of any person, the council or committee shall rescind the items at its next meeting, after allowing for public input on the item.
8.	Questions or brief statements made at the meeting by members of the council, committee, or public that do not have a significant effect on pupils or employees in the school or school district, or that can be resolved solely by the provision of information, need not be described on an agenda as items of business.

Greene Act

Decreto Greene



Robert's Rules of Order:

Attachment Q

Reglas de Orden de Robert:

Anexo Q

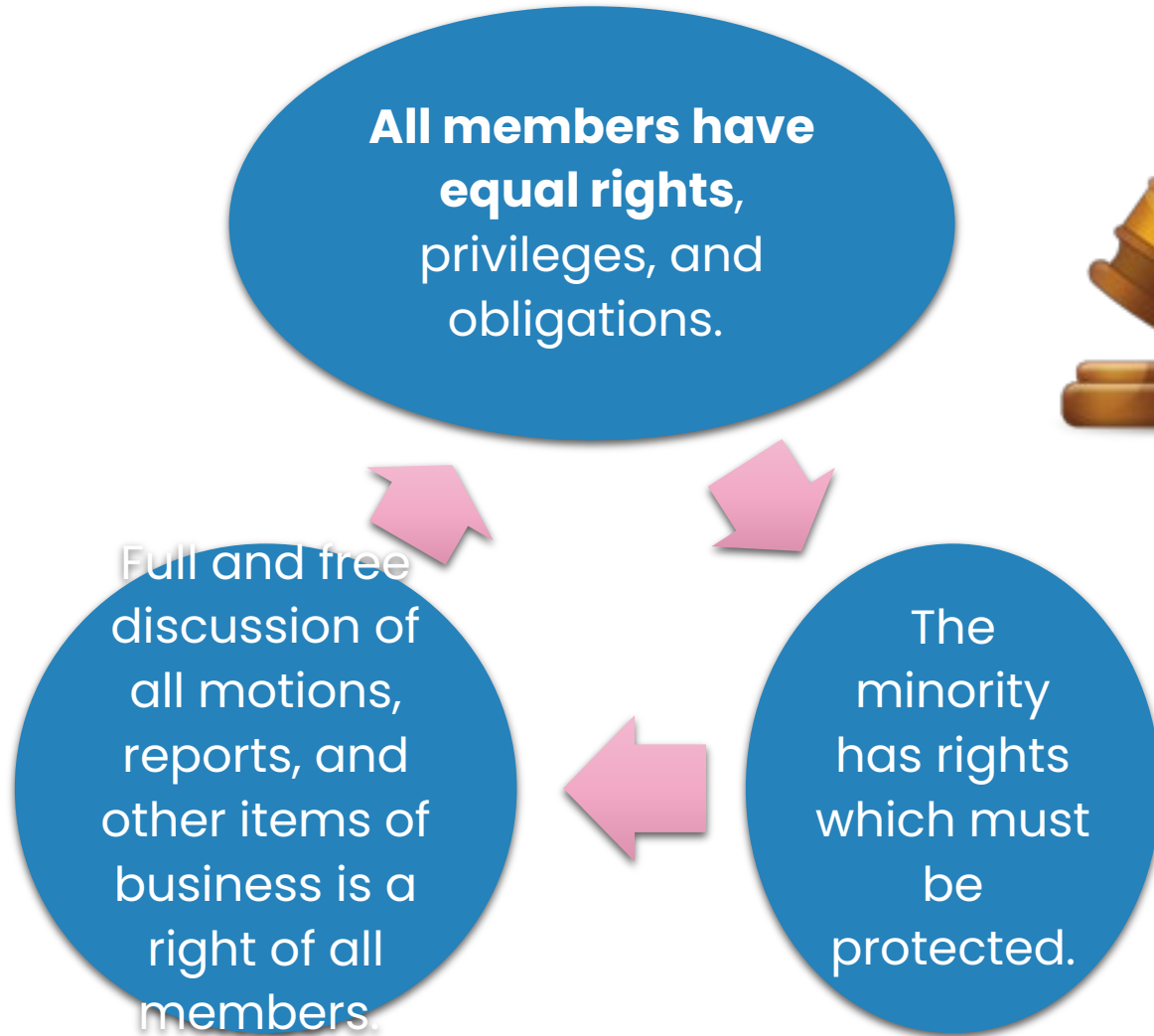
Greene Act / Decreto Greene



Decreto Gr		Greene Act 	
§35147 del Código de Educación de CA Los cuerpos legislativos que siguen la Ley Greene tier		California Education §35147 Legislative bodies who follow the Greene Act has 8 major tenets	
1.	Cualquier reunión que un comité o consejo público.	1.	Any meeting held by a committee or council shall be open to the public .
2.	Se le debe brindar a cualquier miembro d dirigirse al consejo o comité durante la re asunto que tenga que ver con la materia b o comité.	2.	Any member of the public shall be able to address the council or committee during the meeting on any item within the subject matter jurisdiction of the council or committee.
3.	El consejo o el comité no puede tomar nin asunto a menos que a) el asunto se incluy b) los miembros del consejo o comité dec unánime , que se necesita tomar acción in necesidad no se dio a conocer al consejo o publicó la agenda.	3.	The council or committee may not take any action on any item of business unless a) the item appeared on the posted agenda, or b) the council or committee members present, by unanimous vote , find that there is a need to take immediate action and that the need for action came to the attention of the council or committee subsequent to the posting of the agenda.
4.	Cualquier material provisto para el comité disponibles para los miembros del público materiales de conformidad con la Ley en C Públicos.	4.	Any materials provided to a council or committee shall be made available to any member of the public who requests the materials pursuant to the California Public Records Act.
5.	Las notificaciones para las reuniones deb del público en el plantel escolar u otra ubi acceso fácil para el público con por lo me a la reunión.	5.	Notice of the meeting shall be posted at the school site or other appropriate place accessible to the public at least 72 hours prior to the meeting.
6.	La notificación para la reunión debe espe ubicación de la reunión e incluir una agen asunto de negocios que se discutirá o trat	6.	The meeting notice shall specify the date, time, and location of the meeting and contain an agenda describing each item of business to be discussed or acted upon.
7.	Si un consejo o comité quebranta los proc la reunión de esta sección, la exigencia de consejo o comité deberá reconsiderar el a reunión, después de permitirle al público p referentes al asunto.	7.	If a council or committee violates the procedural meeting requirements of this section, upon the demand of any person, the council or committee shall reconsider the items at its next meeting, after allowing for public input on the item.
8.	No es necesario describir en la agenda co preguntas o afirmaciones breves hechas d miembros del consejo, comité o público, q significativo en los estudiantes, el persona que puedan resolverse solamente por me	8.	Questions or brief statements made at the meeting by members of the council, committee, or public that do not have a significant effect on pupils or employees in the school or school district, or that can be resolved solely by the provision of information, need not be described on an agenda as items of business.

- What are some key actions or commitments outlined in the Greene Act that surprised or impressed you?
- In what ways can school councils, such as the SSC and ELAC, help implement the values of the Greene Act?
- ¿Cuáles son algunas acciones o compromisos clave descritos en el decreto Greene, que le sorprendieron o impresionaron?
- ¿De qué maneras pueden los consejos y comités escolares, como el SSC y el ELAC, ayudar a implementar los valores del decreto Greene?

Basic Rules of Parliamentary Procedure



Reglas básicas del procedimiento parlamentario



Basic Rules of Parliamentary Procedure

In doing business, the simplest and most direct procedure should be used.

For motions in a meeting and debate, there is a specific order in which they can be brought up and dealt with, based on their relative importance and relationship to the main topic at hand.

Only one question (motion) can be considered at a time.

Reglas básicas del Procedimiento Parlamentario

Al tratar los asuntos, se debe utilizar el procedimiento más simple y directo.

Para las mociones en una reunión y el debate, existe un orden específico en el que deben ser presentadas y tratadas, según su importancia relativa y su relación con el tema principal.

Solamente un asunto (moción) se puede considerar a la vez.



Basic Rules of Parliamentary Procedure

Reglas básicas de los procedimientos parlamentario

Members may not make a motion or speak in debate until they have raised their hand, been recognized by the Chairperson, and subsequently obtained the floor.

Los miembros no pueden tratar una moción o hablar en debate hasta que hayan levantado la mano, hayan sido reconocidos por el presidente, y por consiguiente obtenido la palabra.

A member may speak a second time on the same question (motion) if all other members have been given an opportunity to speak at least once on the same question.

Un miembro puede hablar por segunda vez sobre el mismo asunto (moción) si a todos los miembros se les ha otorgado la oportunidad de hablar al menos una vez sobre el mismo asunto.

¿Puede un miembro plantear algo nuevo si no está en la agenda?

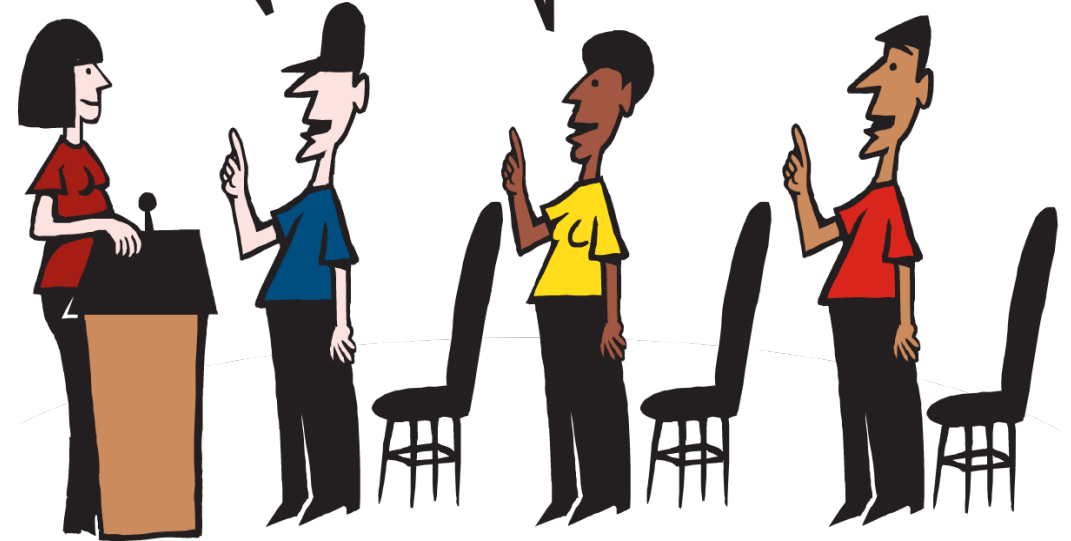
Can a member raise something new if it isn't on the agenda?

¿Qué pasa si alguien presenta una moción para hacer algo en lo que nadie está interesado?
¿Todavía se tiene que hablar de ello?

What if someone makes a motion to do something no one is interested in?
Do you still have to talk about it?

¿Qué pasa si alguien presenta un moción para hacer algo en lo que nadie está interesado?
¿Todavía se tiene que hablar de ello?

How do you end debate when you've heard every argument and are ready to vote?



Basic Rules of Parliamentary Procedure

- Members must **not** attack or question the motives of other members. Customarily, all remarks are addressed to the presiding officer.
- In voting, members have the right to know at all times what motion is before the assembly and what affirmative and negative votes mean.

Reglas básicas de los procedimientos parlamentarios

- Los miembros no deben atacar o cuestionar los motivos de los demás miembros. Regularmente, todos los comentarios son dirigidos al funcionario que preside la reunión.
- Durante la votación, los miembros tienen el derecho de saber en todo momento qué moción está ante la membresía y qué significa un voto a favor o en contra.

Basic Terms of Parliamentary Procedure

Términos básicos del Procedimiento Parlamentario

Basic Terms of Parliamentary Procedure

- 1. Agenda**
- 2. Public Comment**
- 3. Chairperson**
- 4. Parliamentarian**
- 5. Roll Call Vote**
- 6. Minutes**
- 7. Quorum**
- 8. Obtaining the Floor**
- 9. Motion**
- 10. Debate**
- 11. Point of Information**
- 12. Point of Order**

Términos básicos del procedimiento parlamentario

- 1. Agenda**
- 2. Comentario Publico**
- 3. Presidente**
- 4. Parlamentario**
- 5. Votación por lista de asistencia**
- 6. Acta**
- 7. Quórum**
- 8. Obtener la palabra**
- 9. Moción**
- 10. Debate**
- 11. Punto de información**
- 12. Punto de Orden**

Basic Terms of Parliamentary Procedure

AGENDA

Is a list of meeting activities in the order in which they are to be taken up, beginning with the **call to order, public comment, establish a quorum**, and ending with adjournment.

Términos básicos del procedimiento parlamentario

AGENDA

Es una lista de las actividades de la reunión en el orden que se tratarán, empezando con la **llamada al orden, comentario público, establecer quórum** y terminando con la clausura.

Public Comment Form: Attachment S

Formulario para los Comentarios del Público: Adjunto S



ATTACHMENT S

LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN

PUBLIC COMMENT FORM

LOS ANGELES UNIFIED SCHOOL DISTRICT
(Insert School Name)
SCHOOL SITE COUNCIL (SSC) or
ENGLISH LEARNER ADVISORY COMMITTEE (ELAC)
(Insert Location)
(Insert Date)
(Time)

Public Comment Comentario del Publico

Please complete one line below in the first spot available if you are interested in speaking during the Public Comment portion of the agenda (it is optional to indicate your name).

Por favor complete uno de los siguientes espacios en el primer espacio disponible si desea hablar durante la sección de Comentario del Publico en la agenda (es opcional escribir su nombre).

Print Name Escribir nombre en letra de molde	Organization Organización	Signature Firma
1.	1.	1.
2.	2.	2.
3.	3.	3.
4.	4.	4.
5.	5.	5.

Basic Terms of Parliamentary Procedure

Public Comment: All SSC and ELAC meetings are open to the public. During the public comment section on the agenda, any member of the public may address the body on any item within the jurisdiction of the council or committee in accordance with California Open Meeting Law provision of the Greene Act.

Términos básicos del procedimiento parlamentario

Comentarios del Público: Todas las reuniones de SSC y ELAC están abiertas al público. Dentro de la sección de comentarios del público en la agenda, cualquier miembro del público puede dirigirse a la membresía acerca de cualquier asunto que esté dentro de la jurisdicción del consejo o comité de acuerdo con la Ley de California de Reuniones Abiertas del Decreto Greene.

Basic Terms of Parliamentary Procedure

Quorum: A quorum, or majority of the membership (that is **more than** 50%), is the minimum number of members that must be present at a meeting in order for business to be legally transacted.

Términos básicos del procedimiento parlamentario

Quórum: Un quórum, o la mayoría de toda la membresía (que es **más de 50%**), es el número mínimo de miembros que deben estar presentes en la reunión orden para legalmente tratar asuntos.

Basic Terms of Parliamentary Procedure

CHAIRPERSON

- A chairperson is the individual responsible for presiding over meetings or leading an organization, committee, or board.
- They facilitate discussions, ensure that meetings run smoothly, and often play a key role in setting agendas and guiding decision-making processes.
- The chairperson's role can vary depending on the context, but it generally involves leadership, organization, and communication skills.

Términos básicos del procedimiento parlamentario

PRESIDENTE

- Un presidente o presidenta es la persona responsable de presidir reuniones o liderar una organización, comité o junta.
- Facilita las discusiones, asegura que las reuniones se desarrollen de manera ordenada y, con frecuencia, juega un papel clave en la elaboración de agendas y en la guía de los procesos de toma de decisiones.
- El rol del presidente puede variar según el contexto, pero en general implica habilidades de liderazgo, organización y comunicación.

Basic Terms of Parliamentary Procedure

PARLIAMENTARIAN

- He/she shall:
 - Be familiar with Parliamentary procedure
 - Provide guidance on the proper conduct of meetings
 - Provide interpretation of procedural rules
 - Ensure that meetings are conducted fairly, efficiently, and in accordance with established rules and regulations, such as Robert's Rules of Order

Términos básicos del procedimiento parlamentario

PARLAMENTARIO

- El/ella debera:
 - Estar familiarizado con el Procedimiento Parlamentario
 - Proveer guia sobre la conducta adecuada de las reuniones
 - Provee la interpretación de las normas procesales
 - Asegurar que las reuniones se realicen de manera justa, eficiente y de acuerdo con las reglas y regulaciones establecidas, como las Reglas de Orden de Robert"

Basic Terms of Parliamentary Procedure

MOTION

- A proposal by a member, in a meeting, that the assembly take a particular action.

MAIN MOTION

- A motion which brings before the assembly some new subject upon which action of the assembly is desired.

Términos básicos del procedimiento parlamentario

MOCIÓN

- Una propuesta formal hecha por un miembro de la reunión para que la asamblea tome cierta medida.

MOCIÓN PRINCIPAL

- Una moción que presenta a la asamblea algún nuevo asunto para el cual se desea una acción.

Basic Terms of Parliamentary Procedure

ROLL CALL VOTE

A procedure by which the vote of each member is formally recorded in the minutes.

Términos básicos del procedimiento parlamentario

VOTACIÓN POR LISTA DE ASISTENCIA

Un procedimiento por el cual el voto de cada miembro se registra formalmente en el acta.

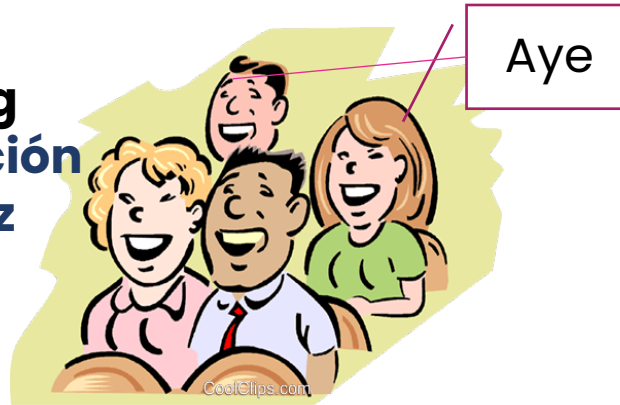
Processes for Conducting Business

Vote
Votación

Procesos
para tratar
los asuntos

METHOD OF VOTING ON A MOTION MÉTODO DE VOTACIÓN POR UNA MOCIÓN

Voice
voting
Votación
en voz
alta



Write in the Chat
Escribir en el Chat



Ballot
Boleta Electoral



Roll Call
Votación
por lista de
asistencia



Show of Hands
Levantar la mano

General Consent
Consentimiento General



Basic Terms of Parliamentary Procedure

- **Point of Information:**
Request for information concerning a motion.
- **Point of Order:**
A query in a formal debate or meeting as to whether correct procedure is being followed.

Términos básicos del procedimiento parlamentario

- **Punto de Información:**
Solicitar información acerca de la moción.
- **Punto de Orden:**
Una pregunta en un debate formal o en una reunión en relación a si se esta siguiendo el procedimiento correcto.

Minutes Just the Facts!

Attachment P



Actas ¡Solo los hechos!

Adjunto P



ATTACHMENT P

LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN

SAMPLE SCHOOL MEETING MINUTES FOR ENGLISH LEARNER ADVISORY COMMITTEE (ELAC) AND SCHOOL SITE COUNCIL (SSC)

Los Angeles Unified School District
Name of School Committee/Council
Minutes (*Sample*)
Date of Meeting

- I. **WELCOME/CALL TO ORDER**
 - a. (Name), (title), welcomed the committee/council.
 - i. *(The principal/designee or Chairperson usually offers greetings.)*
 - b. The meeting was called to order at (time) by (name), (title).
- II. **FLAG SALUTE**
 - a. The Pledge of Allegiance was led by (name), (title).
- III. **PUBLIC COMMENT**
 - a. An opportunity was given for members of the public to present to the committee/council.
 - b. The public was allowed a limit of two minutes per speaker to address the committee/council.
 - c. There were (number) people making public comments, or not members of the public addressed the committee/council.
- IV. **ROLL CALL**
 - a. Roll call was conducted by (name)
 - b. The quorum was established/not established.
- V. **MINUTES**
 - a. The minutes were read aloud by (name), member.
 - b. The members were given time to read the minutes in silence.
 - c. The following changes/additions were made to the minutes, or no changes were made.
 - d. The motion to accept the minutes was made by (name), member.
 - e. The motion was seconded by (name), member.
 - f. The results were (number of members) in favor, (number of members) opposed, and number of members) abstentions.
 - g. The motion carried/motion failed.

Basic Terms of Parliamentary Procedure

MINUTES

- The record of the proceedings of a deliberative **assembly** The essentials of the record are as follows:
 - a) the kind of meeting, "regular" (or stated) or "adjourned"
 - b) name of the assembly;
 - c) date of meeting and place, when it is not always the same;
 - d) was a quorum established,
 - e) whether the minutes of the previous meeting were approved
 - f) motions; (*member who introduced the motion, and who second the motion*).
 - g) the start time of meeting and adjournment, list of business according the meeting agenda.

Términos básicos del procedimiento parlamentario

ACTA

- El registro de lo sucedido en una **asamblea** deliberada. Lo esencial para el registro es lo siguiente:
 - a) tipo de reunión, "ordinaria" (o como se indicó) o "clausurada"
 - b) nombre de la asamblea;
 - c) fecha de la reunión y lugar, cuando no siempre es el mismo;
 - d) indicar si se estableció quórum,
 - e) si se aprobó el acta de la reunión anterior
 - f) mociones; (*miembro que presentó la moción, y quién secundó la moción*).
 - g) la hora de inicio de la reunión y de la clausura, lista de los asuntos de acuerdo a la agenda de la reunión.

In The Meeting

En la reunión





Recording the Meeting

Grabación de la reunión



**Must
Post**

**Se debe
de
publicar**

AUDIO/VIDEO RECORDING SIGN

NOTICE
RECORDING IN
PROGRESS

AVISO
GRABACIÓN EN
PROCESO

Basic Terms of Parliamentary Procedure

- **Addressing the Chairperson:** By saying, "Madam Chairwoman," or "Mr. Chairman."
- **Obtaining the Floor:** Securing permission to speak.
- **Recognize:** To allow someone to obtain the floor in order to speak.
- **Having the Floor:** Having been recognized by the Chairperson to speak.

Términos básicos del procedimiento parlamentario

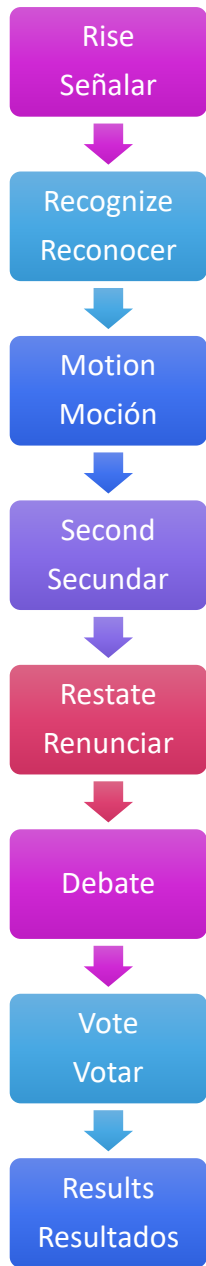
- **Dirigirse al Presidente:** decir "Presidente/a" o "Señor/a Presidente/a."
- **Obtener la Palabra:** Obtener permiso para hablar.
- **Reconocer:** Permitir a alguien que obtenga la palabra para hablar.
- **Dar la Palabra:** El Presidente le otorga la palabra para que hable.



Steps to handle a motion

Pasos para tramitar una moción





Steps to Handle a Motion

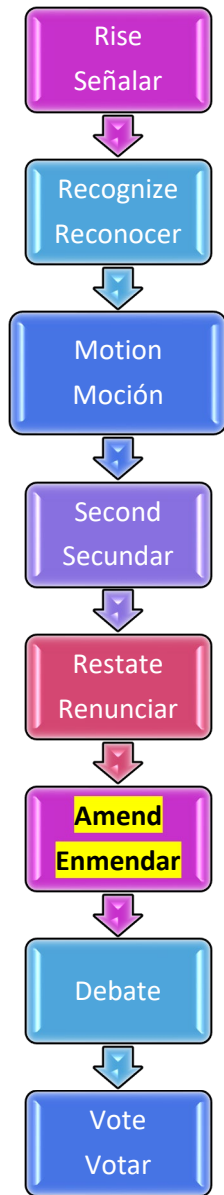
1. Attain the floor.
2. Chair recognizes the member.
3. The member states the motion.
4. Another member seconds the motion.
5. Restates the motion.
6. Discuss the motion.
7. Vote.
8. Chairperson announces the result.

Pasos para Realizar una Moción

1. Obtener la palabra.
2. El presidente le concede la palabra al miembro.
3. El miembro expone la moción.
4. Otro miembro secunda la moción.
5. Se dice la moción de nuevo.
6. Discusión de la moción.
7. Votación.
8. El presidente anuncia los resultados.

Main Motion / **Mocion Principal**





Processes for Conducting Business

Amendments: Once a motion has been restated by the Chairperson, the maker has the right to modify his or her motion after it has been restated by the Chairperson; however, this modification may be made only by means of an amendment.

Amendments: Amending the motion and the main motion are always two separate votes. (KEY)

- The vote is first taken on the amending motion, then the original motion.
- Secondary (amending) motion takes precedence.

Procesos para tratar los asuntos

Enmiendas: Una vez que el presidente repite la moción, la persona que hace la moción tiene el derecho a modificar su moción, después que el presidente la haya repetido. Sin embargo, esta modificación puede hacerse solamente por medio de una enmienda.

Enmiendas: Enmendar la moción y la moción principal siempre son dos votos por separado.

- Primero se somete a votación la enmienda para la moción, después se somete a votación la moción original.
- La moción secundaria (para enmendar) toma prioridad.

Amending a Motion / **Amendar una Moción**





Steps 1, 2, and 3

Pasos 1, 2 y 3

Step 1 – Form Groups

Divide participants into **Groups** of 6.

Step 2 – Groups

Each person in the **Group** will read the scenario, document, and cite RRO.

1. What parliamentary procedure was violated?
2. How could a member use a **Point of Order** in this situation?
3. What question could a member ask using a **Point of Information**?
4. How should the chair have handled the motion properly?

Step 3 – Whole Group Discussion

Each group will present their scenario findings.

Step 1 – Formar Grupos

Divide a los participantes en **Grupos** de 6

Step 2 – Grupos

Cada persona en el grupo leerá el escenario, el documento y citará el Reglamento de Orden de Robert (RRO)

Responda a las siguientes preguntas:

1. ¿Qué procedimiento parlamentario se violó?
2. ¿Cómo podría un miembro usar un **Punto de Orden** en esta situación?
3. ¿Qué preguntas podría hacer un miembro utilizando un **Punto de Información**?
4. ¿Como debería el presidente haber manejado correctamente la moción?

Step 3 – Discusión en Grupo General

Cada grupo presentará los hallazgos de su escenario.

Scenario: Parliamentary Procedure Not Followed

Setting: ELAC Meeting

During an ELAC meeting, the chairperson introduces a motion to approve the budget allocation for English learner programs. However, immediately after stating the motion, the chair says, "All in favor?" and proceeds to take a vote. Some parents appear confused, and one raises their hand to ask a question but is ignored. No discussion is allowed before the vote is taken.

The motion passes, but several members were unsure what was being voted on.

- What parliamentary procedure was violated?
- How could a member use a **Point of Order** in this situation?
- What question could a member ask using a **Point of Information**?
- How should the chair have handled the motion properly?

Scenario: No se siguió el procedimiento parlamentario

Setting: Reunión del ELAC

Durante una reunión del ELAC, el presidente presenta una moción para aprobar la asignación del presupuesto para los programas de estudiantes aprendices del inglés. Sin embargo, inmediatamente después de presentar la moción, el presidente dice: "¿Todos a favor?" y procede a tomar una votación. Algunos padres se ven confundidos, y uno levanta la mano para hacer una pregunta, pero es ignorado. No se permite ninguna discusión antes de la votación.

La moción se aprueba, pero varios miembros no estaban seguros de lo que se estaba votando.

- ¿Qué procedimiento parlamentario se violó?
- ¿Cómo podría un miembro usar un Punto de Orden en esta situación?
- ¿Qué pregunta podría hacer un miembro utilizando un Punto de Información?
- ¿Cómo debería el presidente haber manejado correctamente la moción?

Thank you for serving on the English Learner Advisory Committee and on the School Site Council!



¡Gracias
por formar parte del Comité Asesor de Aprendices de Ingles e
Comite Asesor Consejo del Plantel Escolar!

Thank you!/¡Gracias!

On behalf of the
Office of Student, Family and Community Engagement
(213) 481-3350

En nombre de la
Oficina para la Participación de Estudiantes, Familias y Comunidad
(213) 481-3350

You may visit our webpage to find additional tools to increase parent engagement at your school. / Puede visitar nuestro sitio de Internet para encontrar herramientas adicionales para incrementar la involucración de los padres en su escuela.

<https://families.lausd.org>