

ROBERT'S RULES OF ORDER



TUCSON UNIFIED
SCHOOL DISTRICT

Agenda

- Purpose of RR
- Motions
- Amendments
- Limiting Discussion
- Revisiting Decisions
- Handling Procedural Questions

Purpose of Robert's Rules

- Efficiency of meetings
- Order
- Respectful debate

MOTION PROCESS

1. A member makes a motion.
2. A member seconds a motion.
3. The President states the motion.
4. The members debate the motion.
5. The members vote on the motion.
6. The President announces the vote.

MOTIONS

- Motion

Formal proposal by a member for the board to take action

MOTIONS

- Seconds
 - Required?
- Withdrawal of a Motion
 - Timing
- Stating the Motion
 - Effect

Amending Motions

- Amending Motions
 - Informally...?
 - Formal processes

Amending Motions

- Modification
 - Timing
- vs Friendly & Unfriendly Amendments

Amending Motions

- Unanimous Consent
- Standard Amendment
- Amendment by Substitution
- Multiple Amendments

Limiting Discussion

- Motion to Close or Limit Debate
- Previous (“Call”) Question
- Requires a Motion and Second
- Undebatable
- Generally disfavored
- 2/3 Majority required

Limiting Discussion

TABLING (Laying on the Table)

- Requires a motion, second and vote by a majority of the members present.
- Cannot be debated or amended.
- No set time for taking up matter again unless specified. (not required.)
- Can take the motion from the table at the same meeting as long as there is a motion, second and majority vote to do so.

Revisiting Decisions

- Changing a member's vote
 - Timing
 - Process

Revisiting Decisions

- Reconsideration
 - Who can make the motion
 - When
 - Process
 - Effect

Revisiting Decisions

- Rescind/Repeal/Amend something previously adopted
 - Who can make the motion
 - When
 - Notice?

Handling Procedural Questions

- Informally
- Point of Order
- Role of President & GC
- Appeals



Questions?