

Committee Order of Business

High School V.22

Call to Order

Chair: *This session of the _____ Committee will come to order. (Rap gavel)*

Roll Call

Chair: (To the clerk) *Is there a quorum present?*

Clerk: Takes the attendance and records it in Airtable.

Old Business

Chair: *Is there any old business? (This would include tabled business from the prior meeting)*

New Business

Chair: *Moving on to New Business, The first bill on the docket is _____*

Chair: *Will the clerk read the bill as a whole?*

Clerk: Reads the bill as a whole.

Chair: *The bill author (or someone in favor of the bill if there is no author present) is now recognized to speak on behalf of this bill for 2 minutes.*

Bill Author: Gives opening statement

Chair: *The floor is now open for discussion, the chair recognizes _____.*

Member: (Member states name and delegation)

Chair: *Thank you delegate, is there further discussion?*

Chair: *Seeing no further discussion, we will now vote on the passage of _____. All those in favor say "aye". (committee members say aye) All those opposed select "nay." (committee members say nay) In the opinion of the chair the bill passes/fails.*

Chair: The next bill on the docket is bill _____.

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Amendments -

Member: "I move to consider the amendment..."

Have the amendment author submit amendment to the chat

Chair: *Is there a second?*

Member: Second (not the same member as the amendment sponsor)

Chair: *The amendment author is recognized for a statement on the amendment.*

Chair: *The bill author (if present) is recognized for a statement on the amendment.*

Discussion on the amendment

Chair: *Is there any further discussion on the amendment?*

Chair: All those in favor of amending section _____ to read
_____ say "aye". (committee members say aye) *All those opposed*
select "nay." (committee members say nay) *In the opinion of the chair the amendment*
passes/fails.

Friendly Amendments

Member: "I propose a friendly amendment."

Chair: *Is there any opposition to the friendly amendment? (if none the amendment carries)*