

## **Delegate Assembly Frequently Asked Questions**

### ***Q. What is the Delegate Assembly?***

The TASB Delegate Assembly meets once a year, by tradition, on the Saturday of the annual TASA/TASB Convention. The Delegate Assembly consists of board members appointed from TASB Active Members, the TASB Board, and the four Legislative Advisory Council members of the TASB Legislative Committee. The Delegate Assembly determines the direction TASB will take in terms of leadership and interaction with state and federal officials and with other organizations. Each delegate (or alternate when the delegate is not available) represents his or her district's interests on issues before the Delegate Assembly.

### ***Q. If the Delegate Assembly determines TASB's direction in terms of leadership and interaction with other bodies and organizations what does the TASB Board of Directors do?***

Article VI, Section 3, of the TASB Bylaws empowers the TASB Board of Directors to actively promote the purposes of the Association, oversee its fiscal affairs, and establish Board policies. Some of the specific duties of the Board include employing the Executive Director, adopting the TASB strategic plan, approving new programs and services, monitoring ongoing service offerings, adopting the annual association budget, and recommending action to the Delegate Assembly concerning changes to the Bylaws, mission statement, statement of beliefs, articles of incorporation, the TASB Advocacy Agenda, and Active Member dues.

### ***Q. Who serves on the TASB Board of Directors?***

The TASB Board consists of 44 Directors. TASB Directors represent TASB's 20 geographical regions (corresponding to the Education Service Center [ESC] regions) as well as their own school district boards. The ESC boards are represented by one voting *ex officio* Director selected by a process and for a term prescribed by guidelines established by the ESC boards. Some TASB Regions—because of large student enrollments—have more than one Director. In some cases, a school district with a very large student enrollment will have its own Director. Each TASB Director represents a TASB Region, except for three Directors: the President, President-Elect, and Immediate Past President, who represent all TASB Regions by virtue of their offices. These officers—along with the two Vice-Presidents and the Secretary-Treasurer—serve as officers of both the TASB Board and the Delegate Assembly.

### ***Q. Where and when is the Delegate Assembly?***

Saturday, October 1, 2011, at the Hilton Austin hotel.

12:30 - 1:45 p.m. TASB Region Caucuses/Lunch for named delegates and alternates (in rooms assigned in the Hilton Austin – see agenda for list of rooms)

2 - 4 p.m. (or end of Delegate Assembly) Delegate Assembly, in the Grand Ballroom, 6<sup>th</sup> floor of the Hilton Austin.

Your responsibilities as a delegate or alternate begin at 12:30 p.m. when you attend your TASB Region's caucus before the Delegate Assembly convenes. Caucuses will meet in rooms assigned (see the agenda for a list of rooms) in the Hilton Austin from 12:30–1:45 p.m. During your caucus, you and other delegates and alternates from your TASB Region will gather with your TASB Directors to discuss issues

that will be coming before the Delegate Assembly, processes, and other topics of interest to the delegates. A complimentary lunch will also be provided to named delegates and alternates. Your region-numbered button and delegate or alternate ribbon will grant you access to the lunch and caucus.

At 2 p.m., after the caucus ends, the Delegate Assembly begins in the Grand Ballroom of the Hilton Austin hotel. Within the ballroom, signs will designate groups of tables for each TASB Region number. A diagram appears on the inside front cover of the *2011 Delegate Assembly Handbook* to help you locate your section. At 1:50 p.m., shortly before the Delegate Assembly is called to order, the Chair will request that all but one representative from each school district (apart from TASB Directors and Legislative Advisory Council members of the TASB Legislative Committee) leave the floor so that the Delegate Assembly may begin. TASB staff members (holding red clipboards) will assist the TASB Directors in verifying that only one representative from each school district or ESC remains.

See your *2011 Delegate Assembly Handbook* for a copy of the agenda.

***Q. Who are my fellow delegates?***

Your fellow delegates and alternates are also members of local school boards. Experience ranges from delegates newly elected to their local boards to those with more than a decade of service on local boards. The typical delegate or alternate is just beginning his or her second term on the local board.

***Q. What's the difference between a delegate and an alternate?***

Each TASB Active Member is entitled to name a delegate and an alternate, only one of whom is permitted on the Delegate Assembly floor at a time. Each district's delegate and alternate may trade off time on the floor to permit one or the other to attend Convention sessions running concurrently. Seating is provided at the back of the Delegate Assembly hall for delegates or alternates not on duty and others wanting to observe the Delegate Assembly's progress.

***Q. How many representatives of a school district can be on the Delegate Assembly floor at one time?***

Only one representative of a school district or ESC can be on the Delegate Assembly floor—with an exception for TASB Directors and the Legislative Advisory Council members of the TASB Legislative Committee. TASB Directors represent 20 TASB geographical regions as well as their own school districts. Each Director is entitled to participate as a voting member of the Delegate Assembly even if the school district from which he or she comes has a delegate or alternate on the floor at the same time. The four Legislative Advisory Council members of the TASB Legislative Committee are also entitled to participate as voting members of the Delegate Assembly even if the school districts from which they come have delegates or alternates on the floor at the same time. Check in with the TASB staff member who will be holding a red clipboard at the back of your section as you enter or leave the floor during the Delegate Assembly.

***Q. Where will I be seated?***

Seating on the floor of the Delegate Assembly is divided into the 20 TASB regions that are marked with signs. As a delegate, you will sit in the section reserved for your TASB Region (see the diagram in your *2011 Delegate Assembly Handbook*). The placement of the TASB Regions on the Delegate Assembly floor is rotated each year to allow each district the opportunity to be placed near the front of the ballroom in some years. At any given time, more than 600 districts are represented on the floor—by a mix of delegates and alternates.

***Q. How can I get word to someone on the floor?***

Please jot down the message you want relayed and indicate the name of the recipient and the TASB Region number. One of the TASB staff members at the entrance to the Delegate Assembly floor will deliver the message to the delegate or alternate you are trying to reach.

***Q. How can I prepare for the Delegate Assembly?***

1. Review your *2011 Delegate Assembly Handbook*, paying special attention to nominations (under separate cover), the proposed change to the Bylaws, and the proposed changes to the 2010-12 Advocacy Agenda (Priorities and Resolutions) in the *Handbook*. You will be asked to act on each of these items.
2. Work with your fellow local trustees to determine how your district stands on these action items.
3. Study the Delegate Assembly rules (pages \_\_\_\_ of the *Handbook*) and the Advocacy Agenda adoption process (page \_\_\_\_). Familiarize yourself with the blue form at the back of the *Handbook* (page \_\_\_\_).
4. Review the minutes of last year's Delegate Assembly (beginning on page \_\_\_\_).
5. Attend your TASB Region caucus before the start of the Delegate Assembly.

You will need your Convention registration badge and your board member continuing education credit form, which will be included in your general Convention registration. These materials are available at the Convention Center Thursday afternoon, September 29, and all day on Friday, September 30, and Saturday, October 1.

Bring the materials mailed to you: your *2011 Delegate Assembly Handbook* and related materials, identifying ribbon, and numbered button. If your ribbon or button is incorrect, please give Anisa Pope a call at TASB, 800.580.8272, extension 6120.

If you get to Austin, but your Delegate Assembly materials don't, please check in at on-site delegate/alternate registration in the the registration area of the caucus rooms listed on the agenda and in the Hilton Austin Grand Ballroom on Saturday, October 1, beginning at noon. If you get to the hotel with your Delegate Assembly materials in hand but after the Delegate Assembly has begun, please proceed to the section of the Delegate Assembly floor reserved for your TASB Region, where you will find a TASB staff member with a red clipboard who will check you in.

Last minute changes in delegate and alternate designations can be made with the Credentials Committee in the Hilton Austin Grand Ballroom just prior to the caucuses on Saturday, October 1 in the Hilton Austin Grand Ballroom beginning at noon.

***Q. Can delegates propose amendments to issues the Delegate Assembly considers?***

There is a blue form at the back of the *Delegate Assembly Handbook* that permits you to amend a proposed change to the Advocacy Agenda Priorities or propose an amendment to a Resolution, amend a proposed Bylaws change, or request that an Advocacy Agenda Resolution be considered by the Delegate Assembly individually and not as part of a consent agenda vote. The deadline for turning in the blue form is before the call to order of the Delegate Assembly. If you need assistance in completing a blue

form, contact staff at the Bylaws/Advocacy Agenda Information Center at the back of the Delegate Assembly floor.

***Q. How is anyone heard or seen in such a large group?***

There are four ways to be recognized: (1) strategically placed floor microphones, (2) a video projection system with cameras focused on each microphone and on the stage, (3) rules adopted by the Delegate Assembly itself, and (4) the cooperation of every delegate and alternate in maintaining the tradition of decorum and fairness.

If you want to address the Delegate Assembly about an item under consideration, please move quickly to the floor microphone nearest you; when recognized by the Chair (by microphone letter), state your name and school district and deliver your comment. Comments are limited to three minutes. A clock will be posted on the two screens on either side of the stage and will indicate the amount of time you have been speaking; a sound will be played by the timekeeper at the end of the three minutes.

***Q. How is voting handled?***

Voting is handled several ways:

1. Voting for races for TASB Director and Officer positions will be by electronic keypads.
2. Voting for the changes to the Bylaws, Advocacy Priorities (each requiring a two-thirds majority of the delegates present and voting), and Advocacy Resolutions (requiring a majority) will also be by electronic keypads.
3. All other votes will be by a show of Frisbees™. After scanning raised Frisbees, the Chair will declare whether a particular motion carries or fails. If the vote appears too close to call in this fashion, the Chair will ask for voting by electronic keypads.

***Q. What is the difference between Advocacy Agenda Priorities and Resolutions?***

They are two components of the TASB Advocacy Agenda—the plan of action TASB will continue to undertake during the 2010–12 legislative biennium:

1. Advocacy Agenda Priorities are a set of high-profile, high-commitment legislative objectives arising from TASB's intensive, statewide, grassroots process and upon which TASB will focus much of its energies and resources. (See page \_\_\_\_\_ of your *Delegate Assembly Handbook* for a description of this process and for the proposed changes to the Advocacy Agenda Priorities recommended for adoption by the Delegate Assembly.)
2. Advocacy Agenda Resolutions, on the other hand, give direction to the Association in *responding* to other issues and opportunities that might arise before the Legislature and other governmental entities. (See page \_\_\_\_\_ of your *Delegate Assembly Handbook* for a description of the submissions process and for the proposed Advocacy Agenda Resolutions.)

In light of this difference in weight, Advocacy Agenda Priorities require approval by two-thirds of the delegates present and voting. Advocacy Agenda Resolutions require a majority.

Further information on these actions may be found at Rules 5 through 11 beginning on page \_\_\_\_\_ of your *Delegate Assembly Handbook*.

***Q. Will there be anyone at the Delegate Assembly who can answer my questions about the Advocacy Agenda or Bylaws changes?***

There are two sources of assistance at the Delegate Assembly. Your TASB director or a TASB staff member at the Bylaws /Advocacy Agenda Information Center will be happy to help. The Information Center, open from noon until the end of the Delegate Assembly, will be located near the main entrance to the Delegate Assembly floor in the Hilton Austin Grand Ballroom.

***Q. How much board member continuing education credit will I earn?***

Board member continuing education credit may not be granted for organizational business. To the extent that the Delegate Assembly focuses on school district governance issues, delegates and alternates may each earn up to one hour of credit. At the close of the Delegate Assembly, the Chair will announce information that you will need to complete the board member continuing education credit form (found in your Convention registration materials).

***Q. What about . . . ?***

If you have any further questions about the 2011 Delegate Assembly, please call Mary Ann Briley at 800.580.8272, extension 3594, or e-mail [maryann.briley@tasb.org](mailto:maryann.briley@tasb.org). For questions about the Advocacy Agenda, call Dax Gonzalez, 800.580.4885, or e-mail [dax.gonzalez@tasb.org](mailto:dax.gonzalez@tasb.org).