Proposed Convention Rules 2026

Bold items (printed from NYS PTA Bylaws) are for informational purposes only and are not subject to change by the delegate body.

GENERAL

1. Proposed Convention rules shall be sent to all delegates prior to the opening of the NYS PTA 2026 Annual Convention and included in the program.
2. There shall be a professional parliamentarian to whom questions may be directed through the presiding officer (hereinafter referred to as the Chair).
3. Materials shall be made electronically available, only after having been approved by the NYS PTA Convention Coordinator(s) in conjunction with the President. A copy shall be kept for the Secretary's files.
4. No materials shall be distributed on the convention floor without prior approval by the Convention Coordinator(s).
5. All voting shall be at the discretion of the chair.
6. All voting delegates shall be credentialed.
7. The order of presenting resolutions shall be as follows:
    a. Retention of previous positions
    b. Updated resolutions
    c. Rescission to retire a resolution
    d. Recommended new resolutions for adoption
    e. Emergency resolutions
8. New Business:
    a. Shall be limited to motions to reconsider or rescind a resolution adopted at this Annual Convention, or motions to reconsider bylaws amendments defeated at this Annual Convention.
    b. Statements of Concern: shall be submitted on the appropriate form to the NYS PTA Secretary before being delivered at the end of General Session III. Statements of Concern are solely the opinion of the individual or submitting group. They are not to be construed to be the position of NYS PTA.
        i. If used, an electronic form for Statements of Concern shall be available on the NYS PTA website or upon email request to the NYS PTA Secretary at secretary@nyspta.org.
        ii. A time limit of two (2) minutes will be permitted for each Statement of Concern that contains the name of the individual or group submitting.
    c. Shall not include items that must be presented under other divisions of the order of business.
9. Minutes of the Annual Convention:
    a. Shall be audited by two members of the Board, appointed by the President.
    b. Shall be approved by the Executive Committee.
10. All general sessions will be recorded by NYS PTA. Recording of any portion of the Annual Business Meeting by parties other than NYS PTA is prohibited.
11. For purposes of this Convention, *delegates* refer to all accredited (voting) delegates.
12. Each delegate is responsible for their connection to the internet; no action will be invalidated on the grounds that the loss of, or poor quality of, a delegate's individual connection prevented them from participating in the Convention, provided that at least a quorum of delegates was connected and adequately able to participate.
13. The Chair shall determine and adjust the agenda as required for the smooth operation of the assembly. The published agenda is for guidance only and shall not be considered either general or special orders.
14. All attendees must wear Convention badges at all times.

REGISTRATION PROCEDURE

1. At the registration table, all credentialed delegates, participants, presenters and guests will receive the program, appropriate badge for admission and voting cards if applicable.
2. News and media representatives need approval to attend by the President or Executive Director and are required to provide identification. Appropriate badge for admission to the Convention shall be issued at the information table.
3. Exhibitors shall register and receive their badges in the Exhibit Hall.

ADMISSION TO GENERAL SESSION

1. No one shall be admitted without a badge.
2. Delegates shall occupy seats designated for either voting/non-voting.
3. When the delegation is participating in a standing counted vote, the doors will be closed and admission will be granted only at the end of the vote when the chair announces the results of the vote.
4. Doors shall remain open during an electronic vote.
5. When the delegation is being addressed by a Keynote Speaker or during student performances, admission of all delegates will be allowed. However, those delegates will remain standing quietly near the back in the designated waiting area.

SPEAKING PROCEDURES

Only accredited (voting) delegates will be recognized to speak. Delegates shall not seek recognition unless they wish to speak to the question under discussion or for a point of order, request for information or other appropriate motion.

Delegates wishing to speak:

1. All delegates shall sign in with the microphone attendant with their name, the name of the PTA they are credentialed to represent and the Region.
2. State the reason to the microphone attendant to speak: "Motion," "For," "Against," "Motion to amend," "Statement of Concern," parliamentary or procedural questions.
3. Time shall be recorded by the microphone attendant at the microphone.
4. Once acknowledged by the microphone attendant, the delegate shall:
    a. Wait to be recognized by the Chair.
    b. State their name, the name of the PTA they are credentialed to represent and the Region.

MOTIONS, DEBATING AND VOTING

1. Delegates wishing to speak will have one (1) minute to speak to the question under discussion.
2. Delegates may speak no more than two times on the same question.
3. No delegates may speak for a second time until all delegates wishing to speak for the first time have had an opportunity to speak.
4. No item of business may be on the floor for more than fifteen (15) minutes, with one (1) five-minute extension.
5. A maximum of twenty (20) minutes for discussion and amendments will be allowed. At the end of twenty (20) minutes, the Chair shall call for a vote on all pending motions.
6. Motions editing grammar or punctuation are not in order.
7. The clock will run uninterrupted unless ordered stopped by the Chair or for points of information or personal privilege.
8. A request for information is used to ask a question whenever a delegate needs more information before voting.
    a. Requests for information are not to be used to provide opinions/debate to the assembly
    b. Rhetorical questions will be ruled out of order

MOTIONS

1. Completed motion slips must be presented:
    a. In writing on official form obtained from the microphone attendant.
    b. In triplicate, the original and one (1) copy to the microphone attendant, the third (3rd) copy to be retained by the maker.
    c. Signed by the maker, with the name of the PTA that the delegate is credentialed to represent and PTA region.
    d. With the time and microphone number on the top left-hand corner of the motion slip written in by floor management
    e. With the number of the resolution when pertaining to a resolution.
2. All motions must include:
    a. Name of the maker of the motion
    b. Name of the PTA they are credentialed to represent
    c. Region
    d. Exact bylaw amendment (Article and Section) or resolution title being amended
    e. Exact wording of the motion or amendment language
3. Delegates wishing to make a motion to amend a bylaws amendment or resolution shall:
    a. Use the appropriate microphone.
    b. Wait to be recognized by the Chair
    c. State their name, the name of the PTA they are credentialed to represent and the Region
    d. State their motion
    e. Speak within the established time limit for the motion

DEBATING

1. Rules of debate:
    a. Prior to the initiation of the discussion of a business item, the Chair will allow the original maker of the motion to provide the rationale on the item being presented. Two (2) minutes will be given to the maker to present their rationale.
    b. The original maker of a resolution shall be allowed to amend the resolution before speaking "for" the resolution, provided this amendment does not change the intent of the resolution. Two (2) minutes will be given to the maker to present their rationale.
    c. The clock will start after the motion is read and before the maker of the motion speaks to the motion.
    d. The Chair shall recognize delegates speaking "for" and "against" motions in alternating order. No delegate may speak "for" or "against" a resolution or bylaws amendment for more than one (1) minute at a time.
    e. In the event two individuals are both seeking recognition for the same purpose, the individual who was checked in by the microphone team earlier has priority. To check which delegate was checked in at an earlier time, the Chair or any member (without needing to be recognized) could request a "time check." If a "time check" is requested, the microphone attendants shall advise the Chair of the time recorded in the microphone log.
    f. No delegate will speak for the second time until all delegates seeking recognition have had the opportunity to speak.
    g. A delegate who is recognized by the Chair for the purpose of debate may not at the same time move the previous question or make a secondary motion.
    h. No subsidiary motions shall be in order until at least one delegate "for" and one delegate "against" the original resolution

speaks if they wish to do so (except that the original maker of the resolution may amend as per 1b).

i. No motion shall be debated for more than ten (10) minutes.
j. No resolution shall be on the floor for more than fifteen (15) minutes with one (1) five-minute extension.
k. No ***update*** of a PTA position shall be on the floor for more than ten (10) minutes.
l. No ***retention/rescission*** of a PTA position shall be on the floor for more than five (5) minutes.
m. Bylaws amendments will follow the rules of debate as previously stated under Motions in sections 3a through 3e.
n. The motion to stop debate shall not be moved by a delegate as part of the debate on the motion.
o. In order to extend debate time, a delegate must move to extend debate, which requires a second, is not amendable, is not debatable, and requires a 2/3 vote.

NOMINATIONS AND ELECTIONS

1. Additional nominations from the floor:
   a. A two (2) minute nominating speech by a person of the candidate's choosing, and a three (3) minute acceptance speech, but no seconding speech shall be allowed.
   b. In the event there are nominations from the floor, there shall be a candidates' forum at the close of the session in which the nominees have been nominated.
2. Candidates' Forum:
   A Candidates' Forum will be conducted if more than one candidate is running for an elected office. The moderator for this forum will be chosen by the President or designee*, if the president is the candidate. The length of the forum may vary depending upon the number of candidates. Each Candidate shall be entitled to the following:
   A two (2) minute statement
   A one (1) minute response to each question, that will be the same for each candidate
3. All nominees from the floor who have given prior notice will furnish a copy of a standardized biography that will be made available to the attending delegates to be pre-approved by the President or designee*, if the president is the candidate in conjunction with the NYS PTA Convention Coordinator.
4. The posting and distribution of campaign literature and/or materials, which must be pre-approved by the President or designee*, if the president is the candidate in conjunction with the Convention Coordinator and the Election Chair, will be allowed ONLY in the designated campaign area located outside of the general session room.
5. Elections:
   a. The vote shall be conducted by ballot. A plurality vote shall be required for election.
   b. Polls shall open on Saturday, November 14, 2026: First ballot 6:45 a.m.-9:00 a.m.; Second ballot 12:15 p.m.- 2:45 p.m., if necessary; Third ballot times to be determined, if necessary.
   c. Two (2) members of the Elections Committee, including the Elections Committee Chair, shall be present to validate the Elections report. Each candidate has the right to assign a representative to be present when the elections take place.
   d. Vacancy created by the Annual Convention:
   If a vacancy in office has been created by the election, the Nominating Committee shall be charged with submitting to the convention the name of a candidate for the office to be filled.
   e. **The election by the accredited (voting) delegates shall be conducted by ballot from among the persons nominated by the Nominating Committee, or from the floor.**
   f. When there is but one (1) candidate for an office, the ballot for that office may be dispensed with and election held by voice vote.
6. If a candidate withdraws while a vote is in progress, the ballots already cast shall be destroyed, new ballots readied, and balloting will begin at the next election time or as indicated.
7. All ballots shall be destroyed by the Elections Committee Chair in conjunction with the Tech Support Person, immediately following the last general session.

***a designee will be appointed by the President from current Executive Committee Members (who are not candidates or members of the Nominating Committee), when the President is a candidate.**

LEGISLATIVE PROGRAM

The Legislative Program, *Basic Policy* for 2026-2027 is located at https://nyspta.org/home/advocacy/advocacy_tools/basic-policy/

EMERGENCY RESOLUTIONS

An Emergency Resolution may be brought before the Annual Convention body provided it has met the Emergency Resolution criteria set forth in the program.

Convention Rules Committee

Jennifer Collazo, Chair

Amy Hysick	Geri Lehane
Kathleen McEnroe	Lynn Petrofsky
Bonnie Russell	Sophia Wu