



November 19, 2010

TO:

ALL CONSTITUENT CHAPTERS OF THE TEXAS DeMOLAY ASSOCIATION & ASSEMBLIES OF RAINBOW FOR GIRLS

RE: 34th ANNUAL GOVERNMENT DAY - 2011 - FEBRUARY 11-13, 2011

All of this information is subject to change!

It is time for our 34th Annual Government Day, a highlight of the Texas DeMolay year. The information you need to register for this event is contained in this packet. If you have any questions, please contact Dad Stuart D. Shaw (Director of Government Day), Contact information is at the bottom of this letter.

The DEADLINE for registration is Friday, January 14, 2011.

The DEADLINE for rooms is Friday, January 14, 2011.

The DEADLINE for Bills for the Bill Book is Friday, January 14, 2011.

The postmark on your registration will determine whether you will need to pay a late registration fee. The late fee will add \$10.00 to the regular fee of \$25.00. All registration materials should be mailed to the Texas DeMolay Registrar, Melody Stokes, c/o Legacy DeMolay, 831 Black Champ Rd., Waxahachie, TX 75167. If at the time of the registration deadline, the House and Senate are full, registrants may not be able to be seated for debate of bills.

There will be no individual registrations accepted. All participants must be officially registered as part of a Chapter, or an Assembly. Please enclose with your registration packet, a separate \$25.00 check as a damage deposit. Please note that every Chapter and Assembly must send a damage deposit check. There will be no exceptions! This is even if there are only adults attending and only if there is one attendee in a group! If no damage deposit check is sent and received, the registration packet will be returned. There will be NO exceptions. This is in the event that Government Day must pay for damages incurred in the capitol or at the hotel. **The damage deposit MUST be a separate check.** It will be returned or shredded when it is determined no damages have occurred. Each damage deposit check "must" be accompanied by a self-addressed and stamped envelope or the check will not be returned but will be shredded when an appropriate time has passed.

Each Chapter, and Assembly is encouraged to participate and will be allowed at least one Senator. Please note on each attendee's registration form which chamber they wish to be assigned! There will be no exceptions. If there is no choice made, the attendee will be assigned to the House Chamber. The State Executive Committee members of DeMolay are to be given first priority regarding Senatorial positions. All registrants will be assigned seats in the House unless otherwise noted on the registration form, until the house floor is filled. Final seat assignments are at the discretion of the Registrar and Director of Government Day.

To help avoid confusion and save time, we will be pre-assigning seats in the House and Senate. In order **FOR THE ASSIGNMENTS TO BE ACCOMPLISHED IN CORRECT MANNER, THE ASSIGNMENT SHEET MUST BE FULLY COMPLETED FOR EACH ATTENDEE!**

I encourage every DeMolay, and Rainbow to write a Bill and submit it promptly. You may write a bill on any topic you choose, it does not need to come from the topic list we have included. That list is to help you as a guide. **BILLS SUBMITTED BY JANUARY 14, 2011 WITH THE REGISTRATION PACKET, WILL BE CONSIDERED FOR DEBATE, IF TIME ALLOWS.** Bills can also be E-Mailed to Dad Shaw at **s2meister@earthlink.net**. All proposed bills must be approved by the Director of Government Day. The Bill Book will be posted on the Texas DeMolay Website at least 1 week prior to Government Day.

Included in this packet are your registration forms. If you require any additional registration forms, or "How to Write a Bill" forms, please reproduce them.

The Executive Officer will hold a meeting with the DeMolay Advisors on Sunday morning. See the schedule for the time of the meeting.

Please remember the following directives: 1) Members of the Order of DeMolay and Order of Rainbow may be nominated for elective offices in the Senate and House of Representatives. 2) Speakers who have the floor may **NOT BE INTERRUPTED BY QUESTIONS**. 3) All Speakers must sign up to speak, and will not line up at the microphones. 4) No Cell Phones, portable electronic devices, or Computers are allowed on the floor of either the House or the Senate. 5) Speakers will wait until the current speaker is through talking and then approach the microphone for a presentation. Please refer to the section of the packet regarding House and Senate rules.

LUNCH AND DINNER FOR 2011 WILL BE ON YOUR OWN. THE HOUSE AND SENATE WILL RECESS FROM 12:00 P.M. TO 2:00 P.M. TO GIVE AMPLE OPPORTUNITY FOR ALL TO ENJOY LUNCH ON THEIR OWN.

The Holiday Inn Austin Midtown, 6000 Middle Fiskville Road near the corner of I.H. 35, and Hwy 290 is the host hotel. All registrants are required to utilize this Holiday Inn if staying in a hotel during Government Day. Exceptions are to be cleared with the Executive Officer. Failure to comply with this rule will cause your registration to be returned. In addition, this year we will impose an "In-Room" curfew that will start 30 minutes after the last event of the day. Curfew will be strictly observed. Any personal needs which might require leaving your room after curfew must be arranged in advance with your advisor. You are not allowed to leave and get anything (food, ice, games, rituals, ...). No food will be delivered after this time. Leaving your room for any reason after curfew and before it expires each morning is prohibited.

The Executive Officer requires **at least two (2) adults for each Chapter**. Three Advisors will be needed if more than ten DeMolay's are present. **YOUR RAINBOW ASSEMBLY MAY HAVE DIFFERENT REQUIREMENTS**. If you do not have a registered adult in your group, you will not be allowed to participate.

Please print or type all forms clearly. Your cooperation in this matter will be appreciated.

If you have any questions, please do not hesitate to call.

Fraternally,

J. Weldon Clampitte
Executive Officer
Texas DeMolay
8809 Bonhomme Rd.
Houston, TX 77074
Phone: (713) 541-9813
E-Mail: eotexas@sbcglobal.net

Melody Stokes
Activities Registrar
c/o Legacy DeMolay
831 Black Champ Rd.
Waxahachie, TX 75167
Phone: 972-935-5530
Email: melstokes@sbcglobal.net

Stuart D. Shaw
Director of Government Day
12638 Carriage Blvd.
San Antonio, TX 78249
Home: (210) 690-4592
Cell: (210) 601-1921
Work: (210) 524-4971
Email: S2meister@earthlink.net

Government Day Schedule of Events February 11 - 13, 2011

Shirt and tie required for DeMolays and dresses for Rainbows, Sweethearts and Duchesses at the State Capitol and Dance

Friday, February 11, 2011

08:00 p.m. - 11:00 P.M. Early Registration Holiday Inn Austin Midtown
I.H. 35 and Hwy. 290

There will be NO meetings for delegates. This is Early Registration Only. You may pick up your Registration on Saturday Morning in the House Chambers if you arrive after 11:00 P.M. on Friday. **THE EXECUTIVE COMMITTEE OF DeMOLAY WILL MEET, AS WILL THE JUDGES AND OFFICERS OF THE HOUSE AND SENATE.**

Saturday, February 12, 2011

06:30a.m. – 09:00a.m. Breakfast (If you ordered breakfast tickets) Holiday Inn
09:00 a.m. Registration Capitol Building
House Chamber

09:30 a.m. Joint Session House Chamber
Opening & Welcoming Remarks
Awards Presentations
Explanation of Procedures and voting on Bills to be acted on

Following Joint Legislative Session House Chamber and
Session Senate Chamber

12:00 noon Lunch On your own

02:00 p.m. Legislative Session House Chamber and
Senate Chamber

02:00 p.m. Advisor D. A. D. **Trainer** Training Speaker of the House Room

05:00 p.m. Dinner On Your Own

08:00 p.m. Semi-Formal Dance Holiday Inn

NOTE: Shirt and tie required for DeMolays and dresses for Raibows, Sweethearts & Duchesses

Sunday, February 13, 2011

06:30a.m. – 08:30 am. Breakfast (If you ordered breakfast tickets) Holiday Inn

09:00 a.m. Legislative Session Capitol Building

09:30 a.m. Executive Officer meeting with all Chapter Advisors Speaker of the House Room

11:30 a.m. Joint Session House Chambers
Closing Remarks & Awards

GOVERNMENT DAY ORGANIZATION SHEET

Please return the following items to the **Activities Registrar** by the Friday, January 14, 2011 deadline.

1. Government Day Registration forms for each DeMolay, Advisor, Sweetheart, Mother, Rainbow, Board Member, Council Member, and guest in attendance. Remember that you must have at least two (2) Advisors registered per Chapter. A third Advisor must attend if the Chapter has ten (10) DeMolays. A Board member or Council Member per Assembly is as required by the rules of that Order.
2. Completed money sheet form.
3. All **Check(s)** will be made out to **Texas DeMolay Activities** covering registration fees for all attending.
4. A separate \$25.00 check made out to **Texas DeMolay Activities** to cover property deposit. Every Chapter, and Assembly, in attendance must submit a property deposit regardless of individual hotel accommodations. The check will be returned if a self-addressed, stamped envelope is provided, otherwise it will be shredded if no damage is reported at the capitol or hotel.
5. Completed Government Day Assignment Sheet

**Send all of the above to: Melody Stokes
C / O Legacy DeMolay
831 Black Champ Rd.
Waxahachie, TX 75167**

Qualifications to run for Speaker of the House and President Pro-Tempore of the Senate

1. You must be an active DeMolay or Rainbow and have a working knowledge of Robert's Rules of Order.
2. You must be a past or present presiding officer of DeMolay, or Rainbow.
3. You must have attended a Government Day prior to this year.
4. Each Chapter, and Assembly, will only be allowed one candidate for these offices. For example, if someone from your chapter runs for Speaker of the House no one from your chapter may run for President Pro-Tempore of the Senate or vice versa.
5. You must receive permission from the Director of Government Day, if you are interested in running for Speaker of the House or if you are interested in running for President Pro-Tempore of the Senate.
6. All present and past State Officers will not be allowed to run for Speaker of the House or for President Pro-Tempore of the Senate.

TEXAS DeMOLAY GOVERNMENT DAY REGISTRATION FORM

YOUTH REGISTRATION FORM FOR **EVERY PERSON UNDER 21!** Date: _____

Name:	
Address:	
City:	Zip:
Name of Chapter / Assembly:	Location:
Do you presently hold a Title this year? If yes, please designate:	Age:
E-mail address (please print):	

RELEASE AND CONSENT FORM

Jurisdiction of Texas

1. I, the undersigned Parent or Legal Guardian of _____ do hereby give my consent and permission for him / her to participate in the **Texas DeMolay Government Day**. They have not been expelled from any Masonic Youth Organization and are not under any penalty of suspension of their membership(s). I understand all activities and events of any duly chartered Chapter, Order of DeMolay, Assembly, or Order of Rainbow for Girls, including any activities or events conducted at the state or jurisdictional level, or by DeMolay International; WITH THE FOLLOWING EXCEPTIONS: (State on line below, if NONE, write NONE.)

2. In the event of injury or illness to the above named minor, I, the undersigned Parent or Guardian, hereby authorize any adult DeMolay Advisor in attendance to secure, and any physician in attendance to provide, such emergency medical treatment as shall be deemed necessary by those present; including but not limited to hospitalization, injections, anesthesia, surgery, x-ray, blood, and medications. I understand that every reasonable effort shall be made to contact me prior to medical treatment.
3. The above named minor is subject to the following medical problems, and/or is receiving treatment under the supervision of proper medical authorities as follows: (State on the line below, if NONE state NONE):

4. Neither DeMolay International nor the jurisdiction of Texas, Order of DeMolay, or Rainbow maintains any medical insurance for its members. I understand that I will be responsible for any and all costs of medical treatment incurred by or on behalf of _____. My family health insurance carrier and policy numbers are as follows:

Insurance Company Name	Policy Number(s)	Policy Holder's Name
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5. I, the undersigned Parent or Legal Guardian, AND the undersigned Youth (legal minor), do hereby agree that we will abide by the Statutes, rules, regulations, and edicts of the International Supreme Council, Order of DeMolay, and Rainbow Girls and its duly authorized representatives. We agree that, if in the opinion of any DeMolay Advisor, or Rainbow Board Member, either of us should be removed or asked to leave any DeMolay activity for violation of the same, that the undersigned Parent or Legal Guardian will immediately take the necessary action to cause the transportation of violator from the activity site at the expense of the undersigned Parent or Legal Guardian.
6. We hereby agree to release and hold harmless the DeMolay International, the Grand Master of DeMolay International, and its members together with the Executive Officer, staff members, and Advisors of Texas, Order of DeMolay, from any and all claims or cause of action which the undersigned has or may have. This specifically includes any and all plans, which arise out of the attendance at **Texas DeMolay Government Day**, including transportation to and from said event.
7. IN THE EVENT OF AN EMERGENCY, AND THE UNDERSIGNED PARENT OR GUARDIAN CANNOT BE REACHED; THE UNDERSIGNED PARENT OR GUARDIAN HEREBY AUTHORIZES THE FOLLOWING PERSON TO ACT ON THEIR BEHALF:

Name: _____ Phone: _____

Address: _____ Relationship: _____

8. Parent or Legal Guardian: Please provide the following information about yourself:

Your Full Name: _____

Street & Mailing Address: _____

City / State / Zip: _____

Telephones: (Home) _____ (Work) _____

Relationship to Youth: _____

9. If youth's address is different from Parent or Legal Guardian, please state on lines below, (If SAME, write SAME.)

Signature of Parent or Legal Guardian

Signature of Youth (legal minor under 21)

Date

TEXAS DeMOLAY GOVERNMENT DAY REGISTRATION FORM

ADULT REGISTRATION FOR EVERY PERSON OVER 21! Date: _____

<i>Name:</i>	
<i>Address:</i>	
<i>City:</i>	<i>Zip:</i>
<i>Chapter / Assembly:</i>	<i>Location:</i>
<i>Do you presently hold a Title this year? If yes, please designate:</i>	<i>Age: ADULT</i>
<i>E-mail address (please print):</i>	

RELEASE AND CONSENT FORM

Jurisdiction of Texas

- In the event of injury or illness, I hereby authorize any adult Advisor in attendance to secure, and any physician in attendance to provide, such emergency medical treatment as shall be deemed necessary by those present; including but not limited to hospitalization, injections, anesthesia, surgery, x-ray, blood, and medications.

I understand that every reasonable effort shall be made to contact my spouse or family prior to medical treatment.

- I have the following medical problems, and/or am receiving treatment under the supervision of proper medical authorities as follows: (State on the line below, if NONE state NONE):

- Neither DeMolay International nor the jurisdiction of Texas, Order of DeMolay, nor Rainbow maintains any medical insurance for its members. I understand that I will be responsible for any and all costs of medical treatment incurred.
My health insurance carrier and policy numbers are as follows:

Insurance Company Name

Policy Number(s)

Policy Holder's Name

- I, the undersigned do hereby agree that I will abide by the Statutes, rules, regulations, and edicts of the International Supreme Council, Order of DeMolay, and Rainbow for Girls, and its duly authorized representatives. I agree that, if in the opinion of any DeMolay Advisor, or Rainbow Board Member, that I will be asked to leave this activity.

- I hereby agree to release and hold harmless the DeMolay International, the Grand Master of DeMolay International, and its members together with the Executive Officer, staff members, and Advisors of Texas, Order of DeMolay, from any and all claims or cause of action which the undersigned has or may have. This specifically includes any and all plans which arise out of the attendance at **Texas DeMolay Government Day**, including transportation to and from said event.

- IN THE EVENT OF AN EMERGENCY, AND I AM UNABLE TO ANSWER FOR MYSELF, CONTACT THE FOLLOWING PERSON TO ACT ON MY BEHALF:

Name: _____

Phone: _____

Address: _____

Relationship: _____

Signature of Registrant

Date

GOVERNMENT DAY

Money Sheet

Registrations at \$25.00 per person Qty _____ x \$25.00 = \$ _____

Discount Breakfast Coupons Qty _____ x \$9.00 = \$ _____

Late Registrations at \$35.00 per person Qty _____ x \$35.00 = \$ _____

Check 1 Total = \$ _____

Property Deposit (Refundable) Separate Check Check 2 Total = \$ 25.00
(will be shredded if a Self-addressed stamped envelope is not included!)

TOTAL ENCLOSED \$ _____

NOTE ### Make both checks payable to: TEXAS DeMOLAY ACTIVITIES

Please Note: If check for total amount is not enclosed with forms, and postmarked by the due date, all forms will be processed as Late Registrations at \$10.00 extra for each registrant. The Postmark is the determining factor, no exceptions!

There must be TWO (2) Advisors registered and staying in the hotel for each Chapter. If a Chapter has at least TEN (10) DeMolays registered for the event, a total of THREE (3) Advisors must be registered and staying in the hotel; the advisor-participant ratio for Rainbow will be that required by that organization's rules. Only those persons registered will be allowed on the main floor of the House and Senate. Non-registered persons will be asked to sit in the gallery.

Each Sweetheart or Rainbow attending Government Day **MUST** have a Chaperon.

The Advisor in charge of your Delegation at the Government Day is: _____

Chapter / Assembly: _____

Name: _____

Address: _____

City: _____ Zip: _____

Business Phone: _____ Home Phone: _____

E-mail: _____

(Please attach all checks to this form.)

PLEASE RETURN THIS FORM ALONG WITH ALL OTHER FORMS TO:

Melody Stokes
c/o Legacy DeMolay
831 Black Champ Rd.
Waxahachie, TX 75167

HOUSING INFORMATION

The Host Hotel is:

Holiday Inn Austin Midtown

6000 Middle Fiskville Road

Austin, TX 78752

Phone: (512) 451-5757

Fax: (512) 206-3017

It is located near the corner of I.H. 35 North, and Hwy 290, north of downtown Austin. The rates are \$94.00 per night, inclusive of hotel tax. Due to the constant overbooking of the rooms at state events, we are again using a housing coordinator.

Download the Rooming List Excel Spreadsheet from texasdemolay.org and fill it in. Email the complete spreadsheet to rogeri@ntxdemolay.org to make your rooming request. Rooms will NOT be confirmed until payment is received. Please double check your room requirements as no refunds will be issued after payment is received. You will be able to pay by credit card for your rooms. See texasdemolay.org for a link to the PayPal payment screen. For other questions about rooms, contact Roger Ingersoll at the email address above or by phone, daytime **972-717-2438**.

Reservations must be made with the hotel coordinator by 1/14/2011 to guarantee the negotiated rate. Reservations received after this date may be at a higher rate.

Discount Breakfast Coupons:

We have arranged with the hotel that you can purchase discount breakfast coupons for \$9.00 (inclusive of tax and gratuity) each for the hotels breakfast buffet. The regular price is \$10.95 plus tax and gratuity. You will need one coupon for each day you plan to have breakfast.

Due to the attacks on September 11, 2001, parking will not be allowed around the Capitol Building. We will park in the state parking lot-garage on the corner of 17th And Colorado.

ALL REGISTRANTS ARE REQUIRED TO LODGE AT THE HOST HOTEL.

Please remember that DeMolay Advisors and Rainbow Boards are responsible for their Chapters and Assemblies respectively.

Pay special attention to the load limits on the elevator. Every person attending Government Day is responsible for making sure the elevators are not overloaded. If the elevator is stuck due to overloading, those on board can be held responsible for the cost of the service call by the hotel. That could be \$500.00.

Advisor D. A. D. Trainer
Training Registration

Training for those wishing to become certified to train Advisors will be offered *only once annually at The Annual DeMolay Government Day.*

There will be **NO New Advisor Training** at Government Day!

(Note: Advisor D. A. D. Training will be conducted at “Conclave” and by request at Masonic Youth Weekend.)

Advisors wishing to become certified trainers must have actively served a minimum of two years as a certified Advisor prior to becoming a trainer. There is *no fee* for becoming trained as a trainer. Advisors wishing to become trainers should use the form below and bring their workbook from their Advisor Training for use during this training. If they do not have their workbook, there will be a replacement cost of \$10.00 for the purchase of a new workbook.

Chapter _____

Chapter Number _____

Name(s) of Advisors to be trained as Trainers

RULES OF THE HOUSE AND SENATE

- No food or beverages permitted in either House or Senate Chambers, this includes Chewing Gum.
- DO NOT touch the telephones at the desks. They are direct lines to the Representatives office. They will ring in that office when picked up.
- DO NOT touch the voting machines
- Keep feet on the floor
- Facilities immediately behind dais in both houses are off limits to DeMolays. DO NOT remove ropes from doorways. House members' lounge (at left of dais) and Clerk's Office (at right of dais) are closed to DeMolays except on official business.
- DO NOT move or rearrange seating in either House.
- Please request that those in the gallery observe the posted gallery rules.
- Please do not abuse the railing or woodwork in the Chamber.
- Personal telephone calls are made in public telephones outside House Chamber and throughout the Capitol.
- Aside from DeMolay and Rainbow members and clerks, only officers of Govt. Day are allowed on the floor of either House.
- Smoking in either House is PROHIBITED.
- Report any accidents immediately to the Sergeant at Arms Office in Room 235.
- No Cell Phones, portable electronic devices, or Computers are allowed on the floor of either the House or the Senate.

Violation of any of the above, could result in you being asked to leave for the remainder of the session.

FOUR BASIC PRINCIPLES OF PARLIAMENTARY LAW

1. Courtesy and Justice to all.
2. Consider one thing at a time.
3. The Minority must be heard.
4. The Majority must prevail.

PARLIAMENTARY PROCEDURE

(Motions frequently used)

MOTION	PURPOSE	SECOND REQUIRED	DEBATE-ABLE	AMEND-ABLE	VOTE REQUIRED
TABLE	To Table Action	Yes	No	No	Majority
PREVIOUS QUESTION	Stops Debate	Yes	No	No	2/3
POSTPONE DEFINITELY	Not beyond next regular meeting	Yes	Yes	Yes	Majority
REFER TO COMMITTEE	Enables further study	Yes	Yes	Yes	Majority
AMEND	To change or modify	Yes	Yes	Yes	Majority
POSTPONE INDEFINITELY	To kill main motion	Yes	Yes	Yes	Majority
MAIN	Introduces Business	Yes	Yes	Yes	Majority

PARLIAMENTARY LAW

The rights of others must be protected to have a free society including the rights of the majority, minority, individuals, and absentees. There can be no orderly meeting unless members agree to follow certain rules. Parliamentary procedures generally in use today follow the guidelines that have been used in England for more than 650 years. Many scholars consider England's greatest contribution to the world to be her system of legislative control, which was a forerunner of the Constitution of the United States. Where there is no law in society, it is a matter of mob rule. Where there is too much law invested in one person, it is a dictatorship.

PARLIAMENTARY PROCEDURE

Handling a Motion:

- Any member except the Chair may make a motion.
- Any member except the Chair may second the motion.
- The Chair restates the motion.
- The Body discusses the motion. (1)
- The Body acts upon the motion.
- The motion may be passed by majority vote. (2)
- It may be rejected by majority vote. (3)
- The one who made it may withdraw it.
- It may be amended by majority vote.

There are eight basic steps in securing action on a main motion, four for the member, and four for the Chair.

1. A member arises and addresses the Chair.
2. The Chair recognizes the member who arose.
3. The member makes the motion, "I move that"
4. Another member seconds the motion (without rising).
5. The Chair states (repeats) the motion.
6. The Chair asks, "Are there any remarks?" or "Are you ready for the Question?" (This indicates that debate is in order, and members may discuss the motion.)
7. The Chair calls for the vote (after discussion).
8. The Chair announces the results of the vote and states whether the motion is carried or lost.

* * * * *

- (1) Certain motions are undebatable.
- (2) Some motions require a special vote (i.e. 2/3's majority)
- (3) Ibid. (in the same place)

PARLIAMENTARY PROCEDURES

I. Presiding Officer

A. Presiding Officer referred to as the "Chair."

1. Senate: Lieutenant Governor or President Pro-Tempore
2. House of Representatives: Speaker of the House

B. Duties

1. Presides over each session.
2. Preserves order and decorum.
3. Rules on all points of order.
4. Conducts business as defined by the rules.
5. Announces results of all votes.
6. Casts the tie-breaking vote (in Senate only). Speaker of the House may vote on all issues.

II. Obtaining the floor

A. Procedure for obtaining the floor

1. Member rises and addresses the Chair with "Mr. (or Madame) Speaker" or "Mr. (or Madame) President."
2. After recognition by the Chair, member proceeds to a statement of purpose for seeking the floor.
3. Members will be ruled out of order that begin speaking without proper recognition for the Chair.

B. Reasons for obtaining the floor

1. To make a motion.
2. To make a statement about a pending proposition.
3. To raise a point of order.
4. To ask a point of information or parliamentary inquiry.

III. Having the floor

- A. A member has the floor after the Chair has properly recognized him for a specific purpose.
 - 1. **Members must confine their remarks to subject under consideration.**
 - 2. Members may speak only once on the same subject unless all others wishing to speak have done so.
- B. Only one member may have the floor at one time.
- C. Once a member has the floor, he may not be removed:
 - 1. Until he yields the floor to another member.
 - 2. Until the expiration of the time limit.
 - 3. Until he is guilty of misconduct.
- D. When a member has the floor, he / she **IS NOT TO BE INTERRUPTED** for any purpose, questions may be asked following the conclusion of the presentation.

IV. Voting

- A. Types of votes.
 - 1. Voice vote:
 - a. Chair asks for all favoring the proposition to signify by saying "aye."
 - b. Chair asks for all opposed to the proposition to signify by saying "no."
 - c. On the basis of the response, the Chair announces his opinion of the result.
 - d. Voice vote will be used on all votes unless another type of vote is requested.
 - 2. Standing vote:
 - a. Chair asks all favoring the proposition to stand.
 - b. Chair asks all opposing the proposition to stand.
 - c. Chair, with the aid of the clerk, will determine the results.
 - 3. Record vote or roll call vote: (Senate Only)
 - a. Chair requests the clerk to call the roll of all members present.
 - b. As each name is called, the member will state his vote, i.e., "aye" or "no," or "present, not voting"
 - c. Chair will announce the results of the vote.
- B. General rules of voting
 - 1. To obtain a standing (House and Senate) or roll call vote (Senate only) a member must move the same to presiding officer. There must be twenty-five (25) seconds in the House and six (6) in the Senate. This motion must be made before the body takes up any other business.
 - 2. No interruptions of any nature will be allowed after the voting begins.
 - 3. A proposition with several distinct parts may have a vote taken on each part if a request is made to the Chair.

V. Motions

- A. General rules for making motions
 - 1. After a motion has been made, the Chair will state it for the membership.
 - 2. The Chair will put the question to the membership for a vote.
- B. Motions, which need seconds:
 - 1. The previous questions.
 - 2. An appeal of the ruling of the Chair.
 - 3. Call of the House and/or Senate.
 - 4. Exceptions: Parliamentary inquiries motion to reconsider and nominations.
- C. Motions allowed when a proposition is under debate:
 - 1. To adjourn:
 - a. It must be made for a time certain; i.e., "adjourn until 3:00 p.m."
 - b. Takes precedence over motion to recess.
 - c. Stops all procedure in progress.
 - d. Shall always be in order except:
 - (1) When the previous question has been ordered and the final vote has not been taken.
 - (2) When a member has the floor and refuses to yield for the motion.
 - (3) When a motion to adjourn has been defeated and no new business has been transacted.
 - (4) When the Chair will not recognize the member to make the motion.
 - e. Requires a simple majority to be adopted.
 - 2. To recess:

- a. It must be made for a time certain; i.e., "recess until 3:00 p.m."
 - b. Continues the procedure until the time to reconvene.
 - c. Shall be in order except for the same reasons stated for the motion to adjourn.
 - d. Requires a simple majority to be adopted.
3. To lie on the table:
- a. Can be applied to a bill, amendment, motion or any other proposition.
 - b. If adopted, the proposition is laid aside and cannot be considered again unless the motion is reconsidered.
 - c. When it is debatable.
When a motion to table is made to a debatable main motion, the main motion mover is allowed three minutes to close the debate.
4. To lay on the table, subject to call:
- a. Used for delaying action.
 - b. If adopted, the proposition is laid aside subject to be called up for consideration at a later date.
5. The previous question:
- a. Made in usual motion-making procedure.
 - b. Requires twenty-five (25) seconds in the House and five (5) seconds in the Senate.
 - c. Requires a simple majority to be adopted.
 - d. Effect if adopted:
 - (1) All amendments pending are cut off.
 - (2) All debate is cut off.
 - (3) Opposition to the proposition is not allowed to speak.
 - (4) Author of pending proposition is not allowed to speak.
 - (5) Directly to vote on pending proposition.
 - e. May be made on any debatable proposition.
6. To Reconsider:
- a. Must be made by a member who voted on the prevailing side.
 - b. Undebatable only when the motion to be reconsidered is debatable.
 - c. Cannot be amended.
 - d. Effect of adoption is to place before the assembly the original question in the exact position it occupied before it was voted upon. Consequently, no one, after reconsideration is adopted, can debate the question reconsidered if he has exhausted his right to debate.
 - e. Questions cannot be reconsidered twice unless the question has been materially altered.
 - f. Two-third majority is required.
7. Recommit or refer bill to committee:
- a. Made in usual motion procedure.
 - b. Requires a simple majority.
 - c. If adopted, the bill would be sent to the committee named in the motion.
8. To amend:
- a. A motion
A statement may be made to amend an oral motion that is pending before the members.
 - b. A bill
 - (1) An amendment must be made in writing and must make proper reference to the section to be amended.
 - (2) The written amendment must be at the Clerk's Desk by the completion of the questioning period (see order of business).
9. Limit or extend debate:
- a. Someone wishes to add additional time or deduct time from the stated debate period.
 - b. The motion to limit or extend debate applies only to the issue currently on the floor.
 - c. Motion is not debatable.
 - d. Motion requires two-thirds majority.

DEBATING A BILL IN THE DeMOLAY LEGISLATURE

- I. Bill lay out by presiding officer (Speaker or President).
- II. The reading clerk read the Caption of bill.
- III. Presentation of Bill by author(s).
 - A. Explain reason for bill and its effects.
 - B. Time may be shared with any co-authors.
 - C. Explanation limited to three minutes and may not be extended.
- IV. Questions of author(s).

QUESTIONS MAY BE ADDRESSED TO THE SPEAKER ON THE FLOOR AFTER THE PRESENTATION HAS BEEN CONCLUDED.

 - A. **"Mr. Speaker, I rise to ask a question of the speaker."**
 - B. **Rules do not require a member to yield for a question.**
 - C. **Each member will be limited to one (1) question until all have asked one (1) question.**
- V. Proponents and opponents to speak on passage of the bill.
 - A. The name of each person to speak for or against the bill must be filed in writing with the clerk. **Each chapter will be provided with a turn to speak, before another member of the same chapter may speak.**
 - B. The Chair will recognize the members in order listed.
 - C. There will be a maximum of four (4) affirmative speakers (excluding the author) and six (6) negative speakers. The first two (2) speakers after the author shall be negative. Thereafter, the speakers will alternate between affirmative and negative. The last speaker before the author closes will be negative.
 - D. If at any time there are no members desiring to speak on either side, the author will immediately be recognized to close debate.
 - E. Debate time shall be twenty (20) minutes and may be extended by two-thirds vote. The time for the author does not enter into the series of speeches.
- VI. Amendments to a bill.
 - A. Amendments must be in proper form and written.
 - B. Must be filed with parliamentarian or clerk.
 - C. Author of amendment will have three (3) minutes to propose and explain effect of amendment.
 - D. Author of bill being amended will have two (2) minutes to oppose the amendment.
 - E. Rules of debate are the same as those on the main bill except debate time is initially limited to twelve (12) minutes and may be extended by two thirds vote and there shall be only 2 affirmative and 4 negative speakers including the bills author.
 - F. The author of the amendment will have one (1) minute to close debate on the amendment.
 - G. Each amendment will be submitted to a vote of the House or Senate.
- VII. Closing (summation) by author of bill Author(s) will be allowed three (3) minutes to summarize the bill.
- VIII. Voting on passage of bill.
 - A. Voice vote.
 - B. Standing vote. (Written request of three (3) members required).
 - C. Record or roll call vote. (In the interest of time, this type of vote will not be allowed in the House).
- IX. House and Senate procedures for debate.
 - A. Senate

All explanations, questions, motions, inquiries, and points of order are made from the member's desk after the President Pro-Tempore gives recognition.
 - B. House of Representatives
 1. From microphone in House
 - a. Explaining a bill or amendment.
 - b. Speaking for or against a bill.
 2. Back microphone in House
(Asking questions)
 3. Either microphone in House
 - a. Making motions.
 - b. Raising points of order
 - c. Parliamentary inquiries.

The only members who will be allowed to line up by the microphones are those who have been allowed to sign up for speaking with the clerk of the house and senate. Questions, points of order, etc, must be recognized by the speaker of the house, or the president of the senate, and then the member may proceed to the microphone for presentation of his point, or make the point from his / her seat.

The matter of suspending the calendar will NOT be used in the house or the senate. Bills will be presented on a rotating basis in order for all chapters to have the opportunity to present bills, prior to the presentation of a bill by the same chapter.

OFFICERS OF THE HOUSE AND SENATE

THE PRESIDENT OF THE SENATE on Saturday morning, the Deputy State Master Councilor will serve, followed by an elected president for the rest of the session.

THE SPEAKER OF THE HOUSE on Saturday morning, the State Master Councilor will serve, followed by an elected speaker for the rest of the session.

THE CLERK OF THE HOUSE **STATE SCRIBE**

THE CLERK OF THE SENATE **STATE TREASURER**

PARLIAMENTARIAN OF THE HOUSE AND SENATE will be appointed by conference with the State Master Councilor, Director of Government Day, and the DeMolay Executive Officer.

THE SERGEANT OF ARMS for each house will be appointed by conference with the State Master Councilor, Director of Government Day, and the DeMolay Executive Officer.

THE TIMEKEEPERS for each house will be appointed by conference with the State Master Councilor, Director of Government Day, and the DeMolay Executive Officer.

On Friday night prior to Government Day, the officers of the houses will meet with the Executive Officer, Director of Government Day and the State Master Councilor, and any others needed to prepare for Government Day.

JUDGING OF THE OUTSTANDING DELEGATION AND SPEAKER

A panel of judges utilizing the attached form for each speaker and delegation will do the judging of the outstanding delegation and speaker for the house and the senate. Quality of presentation and organization of thought will be the chief criteria for judging the outstanding speaker and delegation. Courtesy, knowledge of parliamentary processes, delivery of presentations, poise, and knowledge are also considered.

INDIVIDUAL AWARDS:

Outstanding Male Junior (under 16 years of age)

Outstanding Male Senior (16 years and above)

Outstanding Female Junior (under 16 years of age)

Outstanding Female Senior (16 years and above)

(Note: Females Awards will include Rainbow Girls, Chapter Sweethearts and Chapter Duchesses.)

GROUP AWARDS:

Outstanding Chapter Awards will include DeMolays, Chapter Sweetheart and Duchesses – as registered by the Chapter.

Outstanding Assembly Award will include Rainbow Girls as registered by the Assembly.

COURTESY WILL BE THE WATCHWORD OF THE SESSION. PERSONAL ATTACKS WILL CAUSE THE SPEAKER TO BE REMOVED FROM THE HOUSE, AND PARTICIPATION IN GOVERNMENT DAY.

Date of
Introduction: _____

T.B.A. # _____
(to be assigned)

By: _____ (Author(s))

A BILL TO BE ENTITLED

AN ACT

relating to _____

BE IT ENACTED BY THE LEGISLATURE OF TEXAS DeMOLAY:

Section 1. (In Section 1 state what article or chapter of existing statute is being amended, added to or repealed.)

Section 2. _____

Section 3. _____

Section 4. This act takes effect September 1, _____.

Section 5. The importance of this legislature and the crowded condition of the calendars in both houses creates an emergency and an imperative public necessity that the constitutional rule requiring bills to be read on three several days in each house be suspended, and this rule is hereby suspended, and that this Act take effect and be in force from and after its passage, and it is so enacted.

TEXAS DEMOLAY GOVERNMENT DAY

HOW TO WRITE A BILL

Date of
Introduction

T.D.B. (Bill #) _____
(To Be Assigned)

By: _____
(Name of Author or Authors)

A BILL TO BE ENTITLED

AN ACT

Title of Bill	1. relating to
	2.
	3.
	4.
Enacting Clause	5. BE ENACTED BY THE LEGISLATURE OF TEXAS DeMOLAY:
	6.
	7. Section 1. (In Section 1 state what article or chapter of existing statute is being amended,
	8. added to, or repealed. If new law not amending or repealing existing statute
	9. start right in on new language.
	10.
Body of Bill	11. Section 2.
	12.
	13.
	14.
	15.
	16. Section 3.
	17.
	18.
	19.
	20.
Effective Date	21.
	22.
	23. Section 4. This act takes effect September 1, 20??.
Emergency Clause	24. Section 5. The importance of this legislation and the crowded condition of the calendars
	25. in both houses create an emergency and an imperative public necessity that the constitutional
	26. rule requiring bills to be read on three separate days in each house be suspended, and this rule
	27. is hereby suspended. (Note: if no effective date in the bill, and you are desire to have the
	28. bill be effective immediately on passage, add the following to the last sentence of this section:
	29. " and that this Act take effect and be in force from and after its passage, and it is so
	30. enacted.")

NOTES

1. House Bills are designated H.B., Senate Bills S.B., House Joint Resolutions H.J.R., Senate Joint Resolutions S.J.R., House concurrent Resolutions H.C.R., Senate concurrent Resolutions, S.C.R.
2. Title of bill should be a brief description of what the bill does. The title can be constitutionally defective, however, if the bill goes beyond the scope of the title and, therefore, does not conform to the title.
3. The enacting clause is constitutionally required for a bill to become law. Without it, a bill is of no force and effect. A good way to kill a bill is to offer an amendment to remove the enacting clause. It must then be put back in somewhere in the legislative process for a bill to become law. Striking the enacting clause is also a good way to force a bill into conference committee.
4. All legislation adopted without an emergency clause for immediate effect or a specified effective date will become effective, according to the constitution, 90 days after adjournment of the legislature. This is generally September 1 following the regular session every two years.
5. The emergency clause is necessary to suspend the rules requiring bills to be read on three separate days in each house and is automatically included in every bill as a matter of course. For an act to become effective upon passage, the emergency clause must contain language to that effect and such language is usually included in the emergency clause. The bill must pass by a 2/3 margin in both houses, however, for the emergency clause to take effect. Otherwise, the bill will not become law until 90 days after adjournment.

ADDITIONAL NOTES: In a bill amending existing statutory language, the new language, which is being inserted, is underlined (for example, or in the state penitentiary not to exceed five (5) years.) Language being deleted from the existing statute by the bill is put in brackets and struck in this fashion: [~~Nor by confinement in the state penitentiary not to exceed five (5) years.~~] Resolutions are a little different in form bills. There are three types of resolutions: simple resolutions (passed in only one house), concurrent resolutions (requiring action in both houses), and joint resolutions, (requiring action in both houses). Each house to adopt or change its own rules for congratulatory purposes uses simple resolutions. Concurrent resolutions are generally congratulatory resolutions or expressing the views of the Legislature on some subject, e.g., memorializing the Congress to do something or not to do something and to ratify federal constitutional amendments. These resolutions require only a majority vote. Joint resolutions, requiring a 2/3 approval in each house, are used to propose amendments to the Texas Constitution. Examples of concurrent and joint resolutions are attached.

Bill Topic List from the 81st Texas Legislature (2009)

HB015	Instruction of American Sign Language in public high schools	HB176	Relating to the punishment of the offense of aggravated assault
HB018	Creation of an anti-bullying hotline	HB181	Program to provide financial incentives to students who agree to teach bilingual education, ESL or Spanish in certain public schools
HB020	Exempting textbooks for university and college courses from the sales tax	HB182	Program to assist certain persons to become certified to teach in bilingual education programs
HB025	Regulation of solar energy devices by a property owners association	HB183	Minimum wage
HB030	Boil water notification requirements for water systems	HB188	Rights of children and the education of parents regarding their duties as parents
HB032	Prohibiting discrimination against certain employees who sustain an injury in the course and scope of employment	HB192	Absence of a student from school for activities in connection with obtaining US citizenship
HB039	Punishment for the sale of an alcoholic beverage to a minor	HB193	Identification information required of an applicant for a driver's license
HB047	Procedures for registering to vote and accepting a voter at a polling place	HB214	Certain requirements imposed on a sex offender who enters the premises of a school
HB048	Suspension of certain licenses held by employers for the knowing employment of persons not lawfully present in the US	HB231	Local regulation of distance requirements for business selling alcoholic beverages near a public school
HB056	Theft or unlawful possession of a motor vehicle inspection certificate	HB243	Equipping each K-9 law enforcement vehicle with a heat alarm system
HB057	Exemptions from sales tax for personal computers during a limited period	HB273	Motor vehicle passing a bicyclist
HB059	Establishment of a law school in the city of Dallas by the University of North Texas System	HB339	Driver education and driver's licensing requirements for minors
HB064	Exemption of counties from the diesel fuel tax	HB354	Eligibility and drug testing of certain person seeking food stamp benefits
HB065	Establishing a health science center and medical school in South Texas	HB356	Penalty for certain traffic offenses committed while using a wireless communication device
HB066	Establishment of a school of law at the University of Texas at Brownsville	HB359	Absence of a student from public school to visit with a parent who has been or will be deployed to a combat zone
HB068	Selection of hosting locations for certain University Interscholastic League extracurricular competitions	HB370	Establishment of English as the official language of Texas and the requirement that official acts of government be taken in English
HB070	Issuance of an occupational license to certain applicants with criminal convictions	HB373	Requiring a voter to present proof of identification
HB071	Establishment of a program to provide a ballot by electronic mail to military personnel serving overseas.	HB379	Requiring the use of an ignition interlock device on conviction of certain intoxication offenses.
HB073	Criminal offenses applicable to gambling and gambling devices	HB382	Regulation of the towing of vehicles.
HB074	Forfeiture of property related to certain gambling offenses	HB385	Prosecution and consequences of certain offenses involving graffiti
HB081	Use of public funds to print certain public documents in a language other than English and other bilingual requirements	HB392	Automated external defibrillators in nursing homes and related institutions
HB084	Cost of living increase applicable to benefits paid by the Teacher Retirement System of Texas	HB405	Authority of an animal control officer to carry a bite prevention stick in the performance of official duties.
HB089	Transportation of certain mental health patients	HR011	Granting the Texas DeMolay Association permission to use the house chamber on February 21-22, 2009
HB090	Sale of novelty lighters in the state	SB004	Establishment of a suicide prevention program for public high school
HB098	Court order to disannex an area from a municipality	SB029	Bullying through electronic means in public schools
HB099	Modified instructional calendar for public high school providing an early college education program	SB048	Offense of hazing
HB102	Certain complaints filed with the Texas Medical Board against a physician	SB051	Offense for certain uses of a wireless communication device while operating a motor vehicle
HB103	Operation of a student health center of an institution of higher education	SB061	Offense of failing to secure a child passenger in a motor vehicle
HB106	Minimum salary schedule for certain professional public school employees with more than 20 years of experience	SB104	Limitation on the amount of tuition charged by public institutions of higher education
HB121	Fee of issuance of specialty license plates to certain wounded peace officers and to the families of certain peace officers killed in the line of duty	SB129	Maximum speed limit for a neighborhood electric vehicle being operated on a street or highway.
HB123	Activities that constitute common nuisance	SB182	Informed consent to an abortion
HB124	Punishment for the offense of employment harmful to children	SB208	Regulation of the use of human cells and tissue, including a ban on human cloning
HB128	Requirement that applicants for certain licenses be eligible for employment in the US	SB228	Offense committed against a homeless person because of bias or prejudice
HB131	Treatment of students receiving a high school equivalency certificate in calculating dropout rates in public schools	SB230	Termination of the duty to pay child support based on the results of genetic testing
HB140	Use or display under certain circumstances of an expired license to carry a concealed handgun	SB257	Sale or delivery of salvia divinorum to a child
HB147	Restrictive covenant, rule or other prohibition regulating a homeowner's display of the US flag	SB261	Breath or Blood specimen of a person arrested for an intoxication offense
HB149	Penalty for illegally passing a stopped school bus	SB268	Cancellation of the voter registrations of persons who are not US citizens
HB153	Promotion of students to certain grade levels in public schools	SB282	Programs to provide nutrition education to children
HB154	Requirements for a public high school diploma	SB284	Human body and anatomical specimen donation
HB155	Access to rivers and riverbeds for individuals with physical impairments	SB294	Optional fees on the registration of a vehicle imposed by a county
HB164	Medical use of marihuana	SB316	Establishment of railroad quiet zones outside the boundaries of certain municipalities
HB168	Regulation of the practice of dental hygiene	SB322	Use of technology by public schools
HB169	DPS establishing check points for DWI checking	SB328	Civil and criminal consequences of operating a watercraft while intoxicated
HB171	Consideration of mitigating factors in determining appropriate disciplinary action to be taken against a public school student	SB330	Punishment for unlawful carrying of weapons
HB172	Right of parent of a public school student to prompt notice of certain disciplinary action taken against the student	SB352	Prohibition of trans fatty acids in meals proved to students by school districts
		SB356	Frequency and content of school bus emergency evacuation training

Speaker: _____

JUNIOR / SENIOR
(circle one)

Chapter/Assembly: _____
(circle one)

<u>PRESENTATION</u>	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
Clear Speaking Voice	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Proper Pacing	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Proper Tone Appropriate use of Language	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>Total Presentation Points</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>BONUS PRESENTATION</u>										
Proper Procedure used	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Identifies Topic	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
States Position	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Uses Statistics	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Uses References	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Uses Summation	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>Total Bonus Points</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>PENALTY POINTS</u>										
Does Not State Name	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Inappropriate Language	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Inappropriate Dress	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>Total Penalty Points</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
<u>Total Points</u>	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

JUDGE: _____

Need to rent a van?

Texas DeMolay is able to get a discount on 15 passenger van rentals from Capps Van Rental.

The negotiated rate is **\$99.95/day** with 200 miles per day included. Over 200 miles per day is charged at .25 per mile. (The regular 2011 rate is \$129.95 per day)

To secure this rate, you will need to make your reservation with Kelly Vanlarrhoven at the Dallas Capps office. Her number is 214-630-6300 x235. Request the DEMOLAY rate of \$99.95 per day.

The rate has been approved by David Cox, Vice President of Operations, Capps Van Rental should you have any challenges at the local Capps offices when picking up a reserved van.