

TENNESSEE YMCA MIDDLE SCHOOL

YOUTH IN GOVERNMENT

YMCA CENTER FOR CIVIC ENGAGEMENT



ADVISOR MANUAL

TENNESSEE YMCA CENTER FOR CIVIC ENGAGEMENT ADMINISTRATION

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TENNESSEE YMCA YOUTH IN GOVERNMENT

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GENERAL INFORMATION

TENNESSEE YMCA MIDDLE SCHOOL YOUTH IN GOVERNMENT

Overview

Each year, the YMCA of Middle Tennessee sponsors Youth In Government conferences. At the conference, Tennessee middle school students learn about the Tennessee State Government by serving as Senators and Representatives in a mock state Legislature. Students form delegations and serve as Senators and Representatives by drafting and debating bills. These bills cover a wide variety of topics that have state-wide impact.

Locations

Chattanooga, Dyersburg, Memphis, Nashville

Eligibility

Students Grades 5-8

Delegation Specifics

Teams of 2-3 delegates

Ratio of 3:1- House teams to Senate teams

Bills

Each delegation is required to write a unique House or Senate bill on any topic they deem important to the State of Tennessee. Please make certain that delegates avoid plagiarism of outside sources. If evidence of plagiarism exists, delegates can expect to be disciplined by the State Youth in Government Office. Authors of plagiarized bills will be dismissed from the conference, and joke bills will not be accepted or entertained in General Assembly. All bills will be uploaded to the CCE website by the Final Deadline. For help formatting a bill, consult the advisor manual and/or delegate manual.

Legislative Branch Options

House - Students may opt to sponsor a bill in the House of Representatives. These students will be in a HOUSE committee. All students will register online and likewise submit their bill online, ensuring that they select House of Representatives. Because of the larger size of the House chambers, you should, naturally, assign or allow more students to participate in the House than in the Senate, preferably in an approximate 3:1 ratio.

Senate- Students may opt to sponsor a bill in the state SENATE. These students will be in a SENATE committee. All students will register online and likewise submit their bill online, ensuring that they select Senate. Due to the smaller size of the Senate chambers, you will want to limit the number of students serving in the Senate.

DATES & DEADLINES

Dates:

Chattanooga 1- February 6, 2018

Chattanooga 2- February 7, 2018

At the Brainerd BX

(Please choose one of these days to attend. Each day will have the same format with different schools in attendance)

Deadlines:

FINAL DEADLINE A:

1. All online registration must be completed
2. House and Senate bills must be uploaded online to ensure they are in the conference book.

Monday January 22, 2018--- 5 pm

FINAL DEADLINE B:

1. Additional House and Senate bills must be uploaded online so that they will be in the printed addendum to the conference book-

Wednesday January 31, 2018--- 5 pm

*Please note that all bills must be submitted in correct format through our website- www.tennesseeccce.org- on the Middle School YIG page. Registration and upload links are located on the same page. Please do not have your students use line numbers when they upload their bill.

COMPONENT OPTIONS

Participants in the Tennessee YMCA Youth in Government **must** register as **one** of the following components. Please have students register in teams of 2-3 people. Please register your students in a 3:1 ratio for House to Senate participants.

LEGISLATIVE BRANCH

House

Students may opt to sponsor a bill in the House of Representatives. These students will be in a HOUSE committee and will hold their General Assembly session in the chambers of the Tennessee House of Representatives at the state capitol. Delegates in the House will write bills in teams of 2-3 students. All students will register online and likewise submit their bill online, ensuring that they select House of Representatives.

Because of the larger size of the House chambers, you should, naturally, assign or allow more students to participate in the House than in the Senate, preferably in an approximate 3:1 ratio.

Senate

Students may opt to sponsor a bill in the state SENATE. These students will be in a SENATE committee and will hold their General Assembly session in the chambers of the Tennessee State Senate at the state capitol. Delegates in the Senate will write bills in teams of 2-3 students. All students will register online and likewise submit their bill online, ensuring that they select Senate.

Due to the smaller size of the Senate chambers, you will want to limit the number of students serving in the Senate.

FEE SUMMARY

All fees must be paid to the YMCA of Middle Tennessee on or before the date of your conference.

We would prefer you submit one check, payable to the YMCA of Middle Tennessee, for your entire club's total conference fees. However, if you have to submit multiple checks from parents, just double check to be sure they're payable to the YMCA of Middle Tennessee.

Chattanooga: \$30 per student

T-Shirts: \$10 per shirt

TENNESSEE YMCA YOUTH IN GOVERNMENT INVOICE-WORKSHEET- CHATTANOOGA

Please use this form as your invoice. As always, substitutions are welcome, but no refunds will be given for students who drop after the final deadline.

School _____

of Registered YIG Delegates _____

on Free/Reduced Lunch - _____

of paying YIG Delegates = _____ X \$30.00

= _____

of additional lunches + _____ X \$10.00

of T-shirts + _____ X \$10.00

TOTAL AMOUNT DUE: \$ _____

Center for Civic Engagement Payment

- Cash
- Check # _____ Amount _____
- Credit Card (circle one) MC, Visa, AmEx
Name _____
Address _____
Card # _____ Exp Date _____
Authorized Signature _____

TENNESSEE YMCA

MIDDLE SCHOOL

YOUTH IN GOVERNMENT

YMCA CENTER FOR CIVIC ENGAGEMENT

Chattanooga, TN

Brainerd BX

SAMPLE CONFERENCE AGENDA

8:30 – 9:15 AM Registration Outside The Crossing

9:15 – 12:00 PM Committee Meetings

H-1	House Committee 1	The Crossing
H-2	House Committee 2	Cross Pointe A
H-3	House Committee 3	Cross Pointe B
H-4	House Committee 4	Cross Pointe C
H-5	House Committee 5	Cross View
H-6	House Committee 6	Cross Ties C
S-1	Senate Committee 1	The Loft
S-2	Senate Committee 2	Cross Ties Cafe
S-3	Senate Committee 3	Cross Ties A
S-4	Senate Committee 4	Cross Ties B

12:00 – 1:00 PM Lunch See Advisor

1:00 – 4:00 PM	Red House	The Crossing
	Red Senate	Cross Pointe AB
	Blue House	The Loft
	Blue Senate	Cross View

4:00 PM Closing Ceremony The Crossing

REGISTRATION AND UPLOADING

ONLINE REGISTRATION

- Go to www.tennesseeccce.org
- Under the Youth In Government tab, click on Middle School.
- Select the link for your conference’s registration- if your school is not listed, please contact edugger@tennesseecce.org
- You must fill out all sections of registration in the correct format for it to go through. Advisors and students are welcome to use your school’s address and phone number.

UPLOADING STUDENTS’ BILLS

- Go to www.tennesseeccce.org
- Under the Youth In Government tab, click on Middle School.
- Select the link for your conference’s upload center.
- Please ensure that all fields are complete.
- Please do NOT have students include line numbers in their bill.

The registration and upload page looks like this:

The screenshot shows the website interface for the YMCA Center for Civic Engagement. At the top, there is a teal header with the YMCA logo and the text "YMCA CENTER FOR CIVIC ENGAGEMENT". Below the header, there is a navigation menu on the left with links such as "CCE Home", "Model United Nations", "Register for MUN", "Upload Center", "Research Center", "Plan Padrino", "Conference App", "Middle School MUN", "Youth in Government", "Register for YIG", "Upload Center", "Research Center", "National Affairs", "Conference App", and "Middle School YIG". The main content area features a "Welcome to the Middle School Youth in Government Home Page" section with a paragraph describing the conference for middle school students. To the right, there is an "Announcements" box with a "DONATE" button. The bottom of the page lists registration links for the 30th Annual Middle School Youth in Government Conferences, including Chattanooga MS YIG C1, Chattanooga MS YIG C2, and Dyersburg MS YIG.

GUIDE TO WRITING YOUR BILL

The following pages should serve as a guide for writing your bill.

Each bill team will submit **only one bill**.

Once you are ready to write your bill, please use the template in this manual as a guide.

All bills must be uploaded onto our website- www.tennesseeccce.org for submission. We will not accept email or faxed bills.

PLEASE DO NOT UPLOAD YOUR BILL WITH LINE NUMBERS. The CCE will insert line numbers into your bill later in the process.

Please be sure to upload your bill into the correct component- i.e. Senate for Senators or House for Representatives.



26th General Assembly
of the
Tennessee YMCA Middle School
Youth in Government
House of Representatives



Sponsors:

Committee:

School:

Title

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17

GUIDE TO WRITING YOUR BILL

The following pages should serve as a guide for writing your bill. If you have any questions about content, format, or uploading procedures, please contact the CCE staff.

1. Each bill team will submit only one bill.
2. Once you are ready to write your bill, please use the template in this manual as a guide. All bills must be uploaded onto our website- www.tennesseeccce.org for submission. We will not accept email or faxed bills.
3. **PLEASE DO NOT UPLOAD YOUR BILL WITH LINE NUMBERS.** The CCE will insert line numbers into your bill later in the process.
4. Please be sure to upload your bill into the correct component- i.e. Senate for Senators or House for Representatives.

BILL WRITING 101

Below are 10 steps to help you think through the process of writing and presenting your bill. Answering these questions will ensure your bill is thorough and that you are prepared for debate.

1. Come up with a bill idea or topic that interests you and your partner.
2. Is this something the State can address? Are you sure it isn't a local or federal issue? Are you sure it isn't better addressed by a private institution?
3. Search Tennessee Code (<https://tn.gov/commerce/article/cont-laws>) to find out whether your idea is already law.
4. If your idea is already law, can/does that law need to be changed? If your idea isn't already law, where in the codes would that idea best be placed?
5. Does your idea violate the State or Federal Constitutions? Would this idea require an amendment to the State Constitution?
6. Has anybody tried this idea recently? How did that go? Can you learn from their mistakes or successes?
7. Look for advocacy groups or similar laws/proposals in other states, and see if there is helpful data/information connected to them.
8. Consider the cost of your idea. How much does it cost? Who/what department pays for it? How will that happen?
9. Draft your legislation. (See "How to Draft a Bill")
10. Work on your talking points for your introduction:
 - a. What problem does this legislation solve?
 - b. What are the cost concerns?
 - c. What would opponents say about your idea? How can you convince them they are incorrect?

YIG BILL OVERVIEW

1. Each bill team will submit **ONE BILL**.
2. You must register for YIG using the registration page before you upload your bill in the Upload Center.
3. Once you have written your bill, go to our website www.tennesseeccce.org. Click on the **Youth In Government** tab and select **Upload** from the drop down menu. Then follow the links to upload your bill to the appropriate conference.
4. To upload your bill, simply type or copy/paste the main text of your bill in the space provided.
DO NOT include line numbers.
DO NOT include special characters.
5. Remember that plagiarism is not tolerated.
6. All bills must be uploaded to the YIG Upload Center by **Final Deadline** to ensure that they are in the conference book. Late submissions are not eligible for awards.
7. To begin your research, consult **Bill Writing 101**.
To begin drafting your bill, consult **How to Draft a Bill**.
To prepare for debate, consult **How to Present a Bill**.

HOW TO DRAFT A BILL

As you are drafting your bill, your goal should be to express your best ideas and analysis in response to the matter you are trying to address. You should aim to clearly define your subject matter, to set forth solutions that can be effectively applied, and to be as brief and simple as is possible.

PARTS OF A BILL:

1. SPONSORS

Sponsors are the delegates who have written the bill. Be sure to list all sponsors when uploading your bill.

2. TITLE

The Title of your bill should summarize the effects of the bill. It should be brief and cover the major points of your bill. The first words of your Title should be "AN ACT TO" or "A RESOLUTION TO." Your Title is not amendable. Please note that if the actions in the body of your bill do not match your title, your bill could be considered omnibus.

AN ACT TO REQUIRE CIVIC ENGAGEMENT EDUCATION IN MIDDLE AND HIGH SCHOOLS

3. BODY:

i. **Enacting clause:** Each bill must contain an enacting clause, and it takes the following form.

BE IT ENACTED BY THE TENNESSEE YMCA YOUTH IN GOVERNMENT

ii. **Definitions** (if necessary): If your bill contains words that need to be defined for the benefit of debate, you will do this in Section 1.

Section 1: Terms in this act will be defined as follows:

a. Civic Engagement- promoting the quality of life in a community, through both political and non-political processes.

iii. **Sections:** The substance of your bill should be broken down into sections with each section dealing with a separate matter within the bill.

Section 2: All public middle and high schools will be required to offer a course on civic engagement.

Section 3: The standards for that course will be set by the Tennessee Department of Education.

- iv. **Fiscal Line Item:** It is a good idea to include a fiscal line item that specifies how much the enactment of the law will cost, from where the funds will come, etc. While this is not required for Middle School YIG, it definitely improves the quality of your bill.

Section 4: This addition of this course will cost \$3,000,000 and will be funded through the Tennessee Department of Education budget.

- v. **Repealing Clause:** This section must be a part of your bill, and it takes the following form.

Section 5: All laws or parts of laws in conflict with this are hereby repealed.

- vi. **Effective Date:** The last section of the act must state when the act is to take effect, and it takes the following form.

Section 6: This act shall take effect June 1, 2018, the public welfare requiring it.

CHECK YOUR BILL:

Does your bill...?

- Consider only one subject?
- Pertain to matters of STATE law (not local or federal)?
- Express the subject of the bill in the TITLE?
- Contain the appropriate enacting clause?
- Contain the appropriate fiscal line item?
- Contain an effective date?
- (if amending an existing law) State the current law and the proposed changes?
- Include definitions of terms, if necessary?
- Express the source of any funds required for the new law?
- Express the penalty if people do not obey the law?

Is your bill....?

- Your own independent material?
- Written in the correct format?
- Divided into numbered sections?
- Clear and Concise?
- Decidedly NOT omnibus? (Definition of omnibus: the content of the bill does not match the title of the bill)
- Constitutional?

HOW TO PRESENT A BILL

1. **Introduction:** You have two minutes for your opening remarks. In your opening remarks you will do two things:
 - a) Identify the problem: Typically, you should begin with a compelling story or statistic related to your issue. Make sure you explain the problem you aim to solve to your fellow delegates.
 - b) Propose your solution: State your solution in general terms without becoming too abstract. Keep overly technical information to a minimum, and refer delegates to your bill.

Example: For a bill that puts a maximum interest rate on credit cards you could say, "Excessively high interest rates on credit cards can be harmful to consumers. This bill will use a special formula to set a limit on credit card interest rates."

If you don't use the full two minutes, you should reserve the remaining time of your opening remarks for your summation in case you need to further address any points made during debate. To do this, simply say at the end of your introduction, "I reserve any remaining time for my summation."

2. **Technical Questions:**
 - a) During Technical Questions, speakers may ask any non-debatable, non-subjective question that can be answered with "Yes," "No," a number, or a short sentence.
 - b) You should research definitions, statistics, and basic facts about the problem you are solving and your proposed solution so that you will be able to answer questions during this time.
3. **Con/Pro Debate:**
 - a) During Con/Pro Debate, speakers have three choices and may choose to do two: ask a series of questions, address the floor, and yield time to a fellow delegate. The speaker must tell the chair at the beginning which actions they plan to take. For instance: "[Your Name and High School], may I ask a series of questions and reserve my right to address the floor?"
 - b) A series of questions begins a dialogue between the patrons and the speakers where more complex questions can be answered, addressing the floor gives the speaker an opportunity to voice their opinion on the bill while urging passage or failure, and yielding your time to a fellow delegate allows the speaker to select a delegate who will have the opportunity to either address the floor or ask a series of questions.
 - c) To prepare for Con/Pro debate, try to think of criticisms and questions people may have of your bill. During Con/Pro debate, keep notes of important points made both for and against your bill to address in your summation.
4. **Summation:** Here you should briefly answer a few of the major criticisms heard during debate and restate your argument for your bill. This will be your last opportunity to address the delegates before voting or ranking. You will have one minute plus any time you yielded from your introduction.

FORMAT FOR DEBATE

This is the outline for debate procedure in committees, Senate, and House. Keep these rules in mind when practicing presentations of your bill prior to the conference.

Committee Procedure:

Patrons' Introduction	2 Minutes
Technical Questions	1 Minutes
Con/Pro Debate	5 Minutes
Patrons' Summation	1 Minute

Amendments:

Amendment Sponsor's Introduction	1 Minute
Con/Pro Debate	1 Round
Amendment Sponsor's Summation	1 Minute

Once the General Assembly convenes, time for technical questions and con/pro debate will likely be extended, at the discretion of the officers.

UNDERSTANDING THE COMMITTEE PROCESS

What should delegates do during committee?

1. Evaluate Bills

- Evaluate bills using the criteria on the ranking form, i.e., Presentation, Feasibility, Statewide Impact, Research, and Content.
- Will the end result be a meaningful contribution to a value-oriented society?
- Will it have a positive effect on a significant number of citizens?
- Is its issue worthy of legislative consideration?
- Is the bill in conflict with the Constitution? (And if so, then has the bill been written in the form of a Constitutional Amendment?)
- Does the bill provide for the concise accomplishment of its intended purposes?

2. Make Amendments

- Proposed amendments given in committee should be attached to the respective bill, with the proponents name(s) (persons offering the amendment) listed on the amendment. Any delegate may propose an amendment on any bill. The committee will vote on the proposed amendment. In order to submit an amendment for vote, use only the proper amendment form, and clearly indicate whether the amendment is FAVORABLE or UNFAVORABLE to its patrons.
- A majority vote is required to pass an amendment in committee. Proponents should be prepared to present and defend the amendment on the floor as debate will take place on an amendment if it is deemed unfriendly by the bill patrons.
- Committee proposed amendments will be considered on the floor.

3. Debate (The rules for debate are listed in the Rules of Procedure)

4. Rank Bills

- After each bill has been considered and some action has been taken, the committee will rank the respective bill. Red House/Senate bills will be ranked separately from Blue House/Senate bills.
- Each BILL TEAM will rank each bill on the ranking form provided, based upon the instructions given by the Chair. (This means each team will fill out only ONE ranking sheet.)
- Please be sure to write legibly on your ranking form. If there are any questions regarding legibility, the form in question will be thrown out.

TENNESSEE YMCA MODEL UNITED NATIONS RULES OF PROCEDURE FOR THE GENERAL ASSEMBLY

I: General Rules

- A. **AGENDA** – The agenda of the General Assembly is drawn up by the Center for Civic Engagement (CCE) and shall be regarded as adopted at the beginning of the session. There shall be no revisions or additions to the agenda without approval of the CCE staff.
- B. **OFFICERS:** the President of the General Assembly and the Vice-Presidents shall be the presiding officers of the General Assembly and its Plenary session. Other conference officers or delegates may be called on to preside over committee sessions as directed by the CCE staff.
- C. **RESPONSIBILITIES OF OFFICERS:**
 - a. Declare the opening and closing of each plenary session.
 - b. Moderate the discussion in plenary session.
 - c. Uphold these rules of procedure.
 - d. Uphold the expectations set forth in the Officer Code of Conduct.
- D. **LANGUAGES** – All sessions shall be conducted in English. Any participant wishing to address the session in another language may do so, provided he/she brings his/her own interpreter.
- E. **QUORUM:** Two-thirds (67%) of the assigned delegates shall constitute a quorum of the General Assemblies, Plenary session, and committees. A quorum must be present for any session to conduct the business on its agenda.
- F. **DECORUM:** All delegates are expected to maintain decorum, i.e. appropriate behavior, during all sessions. Delegates behaving inappropriately are subject to disciplinary action by presiding officers and the CCE staff. The Delegate Code of Conduct defines further expectations for appropriate delegate behavior.

II. General Assembly (GA) sessions:

- A. **Docket:** the docket for GA sessions shall be determined by the CCE staff based on rankings of resolutions by committees. The docket for each GA session is only amended in extraordinary circumstances with the permission of the CCE staff and presiding officers (the chairs). Delegates who wish to amend the docket (i.e. reschedule the debate on a resolution) should bring their concerns to the presiding officers before moving to amend the docket.

B. Resolutions:

- a. The content of resolutions should conform to the expectations laid out by the CCE staff in the Delegate Manual.
- b. Resolutions may **only** be amended during GA committee sessions.

C. Presentations:

- a. The patrons of each resolution are responsible for presenting their resolution to the GA according to the rules of procedure and decorum and the format for debate. Only GA delegates can present resolutions to the GA.
- b. Patrons should not use props of any kind during their presentations or the debate on their resolutions.
- c. Patrons may invoke **Patron's Rights** only when a speaker in debate has offered factually incorrect information about the text of their resolution. Patron's Rights allows the patrons ten seconds of uninterrupted speaking time to correct the factual error. Patrons must wait until the speaker has concluded their remarks before exercising these rights.

D. Debate:

- a. GA Delegates may speak when recognized by the chair. Delegates' remarks must be relevant to the items on the agenda at any given time.
- b. Once recognized, delegates must identify themselves to the session with their name and the country they represent.
- c. Delegates recognized as speakers in debate have the right to do **two** of the following things with their speaker's time. Speakers must inform the chair of their intentions before continuing to:
 - i. Address the floor/session
 - ii. Ask the patrons of the resolution a series of questions
 - iii. Yield the remainder of their time to another delegate in the session
 - iv. Make a motion. Motions should be made after one of the previous actions.
- d. Speaker's time: unless otherwise indicated by the chair, each speaker shall have two minutes to address the floor. Speakers who have been yielded time by another delegate may not yield any further time. Unused speakers' time shall be yielded to the chair.

E. Intent Speeches: delegates and members of the Secretariat may submit intent speeches during debate on resolutions during GA and the Plenary sessions.

- a. Intent speeches are limited to 2 minutes and are delivered between the end of technical questions on the resolution and the beginning of debate on the resolution.
- b. Intent speeches may only address the floor/session; intent speakers must identify themselves and request permission to address the floor.
- c. Intent speakers may not yield their time to another delegate, ask the patrons questions, or make a motion.
- d. Intent speeches do not count as rounds of debate.
- e. Delegates may only deliver one intent speech during the conference.

F. Voting:

- a. When voting on GA resolutions, each delegation has one vote, including the delegation presenting the resolution. GA resolutions pass with a simple majority, i.e. more 'ayes' than 'nays.'
- b. Delegations may abstain on resolutions only when the abstention follows current policy positions of their government.
- c. When voting on all other motions, each delegate has one vote. The majority required is found on the Table of Motions in the resolution book and the Delegate Manual.
- d. During voting procedure, delegates may not leave or enter the GA session until the results of the voting have been determined by the chair.

G. Amendments:

- a. GA Delegates may propose, debate, and vote on amendments only in GA committees. Amendments require a simple majority to pass.
- b. Patrons of resolutions may submit simple amendments to their own resolution before beginning their presentation. Such amendments should not change the nature or intent of the resolution, but make simple corrections. Once they have begun their presentation, patrons may not submit amendments to their own resolution.
- c. Any amendments must be written on the appropriate form, be legible, and be germane.
- d. Amendments must be recognized by the chair before the final round of debate, i.e. before the chair has recognized the last "pro" speaker for the debate.
- e. The patrons of the resolution must declare any amendment "friendly" (if they agree with the proposed amendment) or "unfriendly" (if they disagree).
- f. Friendly amendments may be passed without debate through voice acclamation.
- g. Unfriendly amendments are debated in the appropriate format. The amendment's sponsor acts as the patron of the amendment, and the patrons of the resolution have the right to be the first con speaker in the debate.

TENNESSEE YMCA CENTER FOR CIVIC ENGAGEMENT

TABLE OF MOTIONS

Motion	When Another has the Floor	Second	Debatable	Amendable	Vote	Reconsider
Main Motion (Bill or resolution)	No	Yes	Yes	Yes	Majority	Only with permission from CCE staff
Adjourn	No	Yes	No	No	Majority	No
Amend	No	Yes	Yes	Yes	Majority	Yes
Appeal	Yes	Yes	Yes	No	2/3	n/a
Postpone to a certain time	No	Yes	Yes	No	Majority	n/a
Previous Question (end debate)	No	Yes	No	No	2/3	No
Recess	No	Yes	No	Yes	Majority	No
Reconsider	No	Yes	Yes	No	2/3	No
Point of Personal Privilege	Yes	No	No	No	No	No
Suspend the Rules	No	Yes	No	Yes	2/3	No
Withdraw Motions	No	No	No	No	Majority	n/a
Point of Information	Yes	No	No	No	No	No
Point of Order/ Parliamentary Inquiry	Yes	No	No	No	No	No

BRIEF DEFINITIONS:

Adjourn: this action ends the session and is only in order with the permission of the CCE staff.

Appeal: a legislative body may appeal a decision of its presiding officer if 2/3 of its members think that the chair has made an incorrect ruling on a procedural matter.

Reconsider: motions to reconsider any motion are only in order with the permission of the CCE staff.

Point of Personal Privilege: this point should be used to address delegates' comfort or ability to participate in the conference session, i.e. climate control issues, PA volume, etc.

Suspension of the Rules: a successful motion to suspend the rules affects only the main motion at hand. Suspended rules are 'back' once voting/ranking procedures are complete.

Point of Information: these points are questions directed to the chair for factual information relevant to the debate at hand. The chair may redirect the question to a delegate who is likely to have an answer.

Point of Order: these points are questions directed to the chair asking for clarification of rules of procedure.

TENNESSEE YMCA MIDDLE SCHOOL YOUTH IN GOVERNMENT SAMPLE COMMITTEE RANKING FORM

1...2...3...4...5
Lowest.....Highest

	Bill #	Feasibility	Statewide Impact	Correct Form	Presentation	Innovation	Total
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

REMEMBER:

- 1 is the best score you can give in each column. The bill(s) that you think is (are) best will have a total score of 5.
- Don't forget to total the score in the final column.
- It is okay for bills to have the same total score.
- Please write legibly.

SCRIPT FOR CCE YOUTH IN GOVERNMENT DEBATE

by Tucker Cowden, MHMS

*Outside of this guide, consult additional TN YMCA CCE supplements and Robert's Rules of Order

*Script is written with the assumption of more than one patron for the bill. If there is only one presenting patron, change statements to the singular (i.e. "Does the Patron" instead of "Do the Patrons").

Overview

Youth in Government (YIG) debate should be seen in the context of the actual Tennessee General Assembly, where delegates act as State Senators and Representatives and the items debated are called **bills**. Because of this setting, YIG delegates should have well-developed opinions on important state issues. This applies especially to the bill that you are presenting. It should address not only an issue that the delegates think is important, but one that is relevant to the current affairs of Tennessee and could actually be introduced to the General Assembly, and it should be **very well-researched**. Furthermore, delegates are to be completely in character, acting as if YIG were the actual TN General Assembly (so refer to the conference as "the state of Tennessee" or "the House/Senate" (depending on which you are a delegate in)).

Asking Technical Questions (after being recognized by the chair)

Speaker: [States Name, States School, States **One** Question (must be a question that merits a response of yes, no, a number, a definition, or a short, expository rather than persuasive answer) (the question is directed to the presenting delegates)]

Con/Pro Debate (after being recognized)

*Delegates may take one or two of the three actions listed below (ask questions, speak to the floor, yield time to another delegate), but may not only yield time to another delegate (you can only ask questions or only speak, but cannot only yield time). Also, if you are yielding time, you must ask to do this **before** beginning your speech or questions, and then state that you yield your time when you are finished with the first part.

Speaker: (States Name, States School) and...

To Ask A Series of Questions

Speaker: Do the Patrons yield to a possible series of questions? (**Not:** “a series of possible questions,” or “a question.”)

Chair: They do so yield

Speaker: (To Patrons) (Asks Questions and receives answers for up to two minutes, depending on the committee/house’s time structure).

*It is important to note that questions asked as a Con speech should seek to criticize, or at least show skepticism for, the given bill. Those asked as a Pro speech should do the opposite, emphasizing the positive aspects of the bill.

To Address the Assembly

Speaker: May I address the floor?

Chair: That is your right.

Speaker: (Speaks to fellow delegates, not the patrons, for the allotted amount of time either in favor of (pro speech) or against (con speech) the bill).

*You should never use the words “Con” or “Pro” in your speech unless referring to “a previous con speaker,” etc. Con and Pro are not nouns or verbs that can be used to show your support or dislike of a bill (so **do not** say “I con this bill”).

To Yield Remaining time after one of the above to a fellow delegate:

Speaker: May I yield the remainder of my time to a fellow delegate?

Chair: That is your right. Please specify a delegate.

Speaker: [Names the delegate to be yielded to (refer to him/her by last name)]
(Takes first action)

*Delegates being yielded to should have the same opinion (pro or con) on the bill as the speakers that yield to them.

Motions (must be made before the last con speech)

Speaker: (Shouts) Motion!

Chair: Rise and state your motion.

Speaker: (States Name, States School, States Motion—see table of motions in delegate manual)

Chair: [Takes it from there (decides if the motion is in order or not, asks for a second to the motion, and conducts a vote, usually by voice acclamation)]