

Youth & Government Delegate Manual

Friday, April 12, 2024 - Sunday, April 14, 2024



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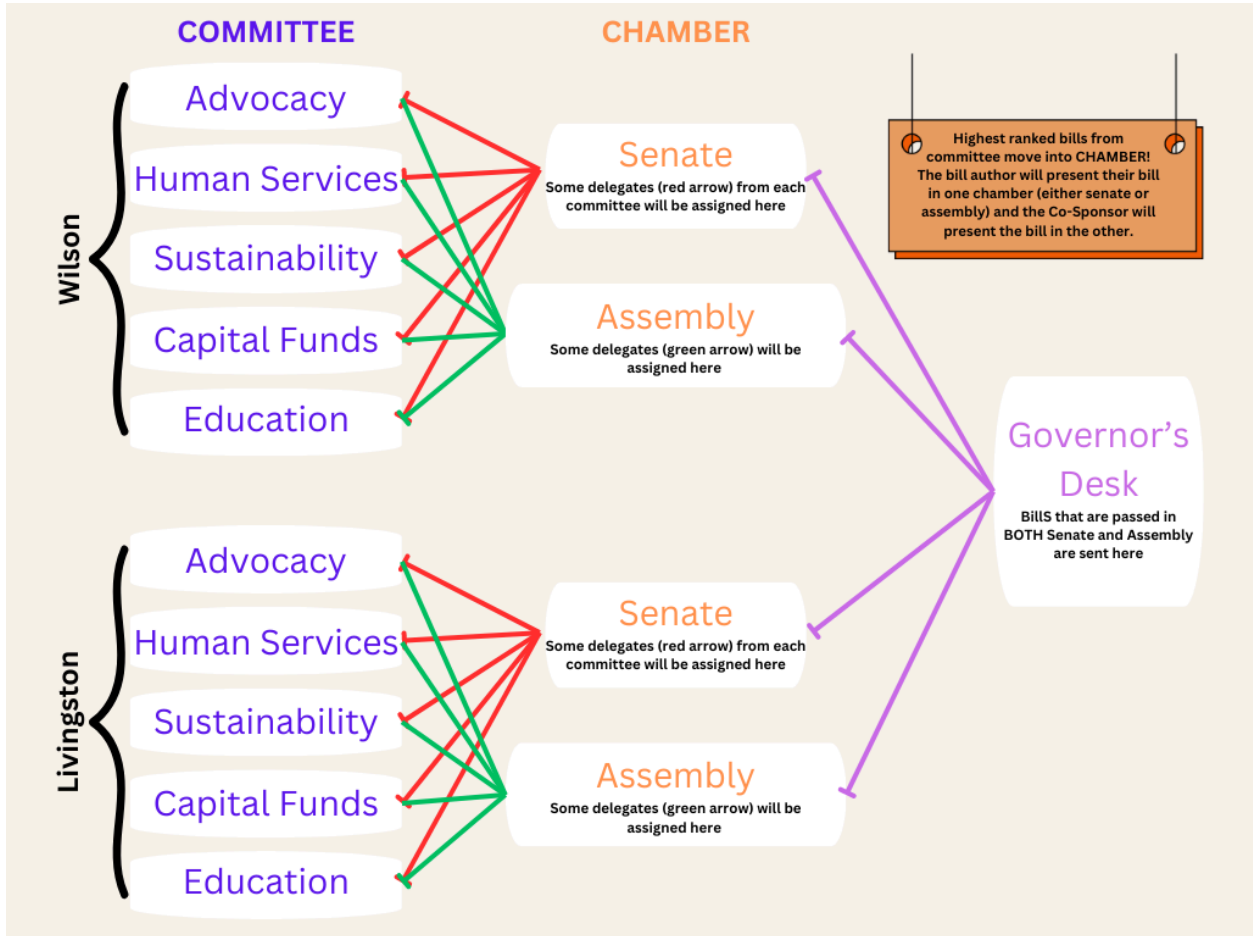
Introduction to the Legislative Process

The legislative process refers to how delegates in the legislative branch progress through conference. It is important to understand that legislative delegates are divided between Wilson and Livingston. Please refer to this [flowchart](#) to gain a better understanding of how this works.

The specific process is outlined below:

1. All legislative delegates will start in a legislative committee, specific to the topic of their bill.
 - a. There are 5 different committees
 - i. Advocacy
 - ii. Human Services
 - iii. Sustainability
 - iv. Capital Funds
 - v. Education
 - b. Each delegate will be presenting their bill and debating on the bills of every member of their respective committee.
 - c. At the end of each debate on a bill, the committee will rank the bill based on a set of criteria
2. The top ranked bills will make it to the next level: **Chamber**
 - a. Every delegate will move onto Chamber, regardless of whether one's bill advances or not. Chamber will be divided into two separate entities: **Assembly** and **Senate**. There will be one Senate and one Assembly for Wilson and Livingston. Therefore, in Chamber, all the topic-based committees come together. Assembly will have a greater number of delegates, compared to Senate.
 - b. This is where the co-sponsor of your bill becomes extremely important. A co-sponsor is a delegate who is not the author of a bill, but simply presents it in Chamber.
 - i. The author and their co-sponsor will be split up such that one is in Assembly and the other is in Senate.
 - ii. The author of a bill will debate their bill in one entity and the author's cosponsor will debate the same bill in the other entity.
 1. ****The bill must pass in BOTH the Assembly and Senate in order for the bill to make it to the next level, the Governor's desk****
 - a. This means that you must know the bill you are co-sponsoring very well in order to be able to present and defend it in Chamber
 - c. Bills in Chamber work on a pass-or-fail basis
3. The Governor's Desk
 - a. Bills that pass in Chamber are sent to the Governor's desk to be signed into legislation or vetoed
 - b. If legislation is vetoed by the Governor, the bill will return back to the bill author's original chamber

Legislative Process Flowchart



[Link to Canva](#)

Parli-Pro Basics

To introduce yourself, you must say...

- *Your Full Name, Your Delegation, Thank you sir/madam chair*
- **Immediately after introducing yourself**, you may reserve your right to...
 - Yield any remaining time to other delegates/the author's summation
 - Make a motion during your speech

To end a speech, you must yield your time to...

- The chair (automatic)
- A fellow delegate
- The bill author's summation, or closing statement

You may only yield time to a fellow delegate/author's summation if you have used at least one minute of your speaking time

Common Actions and Motions

- Ask the author to yield to a series of questions (and speak thereafter)
- Reserve the right to...
 - Make a motion
 - Yield time
- Motion to...
 - Hear an amendment

Non-Debatable Technical Questions (NDTQs): questions delegates can ask a bill author for clarity.

- Delegates do not need to use parli-pro for these types of questions; however, they may only ask one question each time they raise their hand
 - If the delegate would like to ask an additional question, they must raise their hand again
- NDTQs may not be argumentative or take a certain pro/con position. Again, they are **solely** for clarification.
- Examples:
 - *Does this bill apply to university students, or only K-12 students?*
 - *What does the NJ Division of Consumer Affairs do?*

Parli-Pro Script

Chair: Delegate Smith, you are recognized for 2 minutes.

Chair recognizes speaker.

Delegate introduces himself.

Delegate: John Smith, Monroe Delegation, Thank you, Chair.

Delegate: I reserve my right to yield time to a fellow delegate.

Optional: Delegate reserves right to yield remainder of speaking time.

Chair affirms right.

Chair: That is your right.

Delegate: School uniforms restrict students' freedom of expression. School uniforms promote conformity over individuality. School uniforms do not stop bullying and may increase violent attacks. School uniforms do not improve attendance, academic preparedness, or exam results.

Speech*

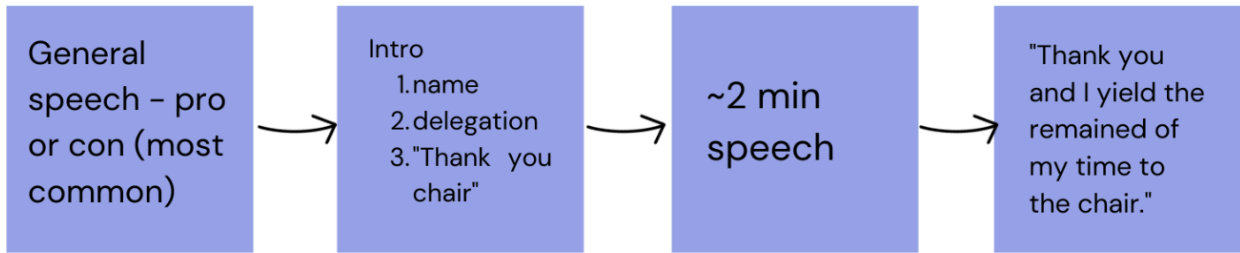
Delegate yields remainder of time to a fellow delegate (because he reserved the right to do so earlier).

Delegate: I would like to yield the remainder of my time to *(name of delegate who would like to speak)*.

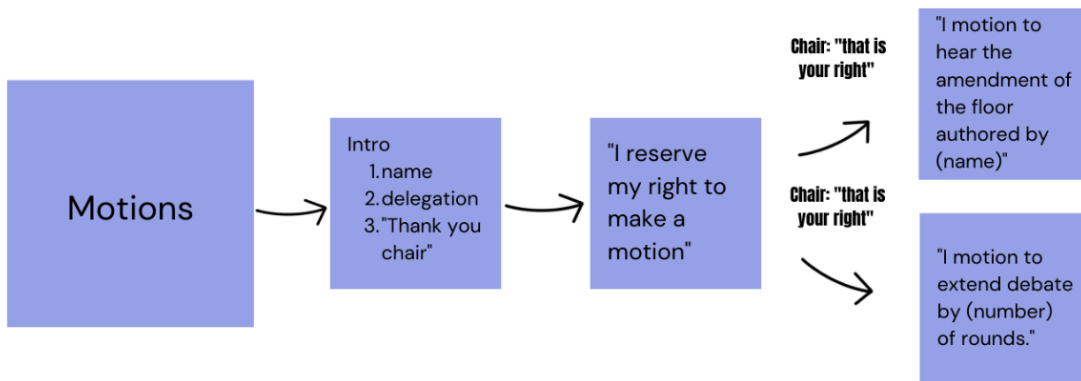
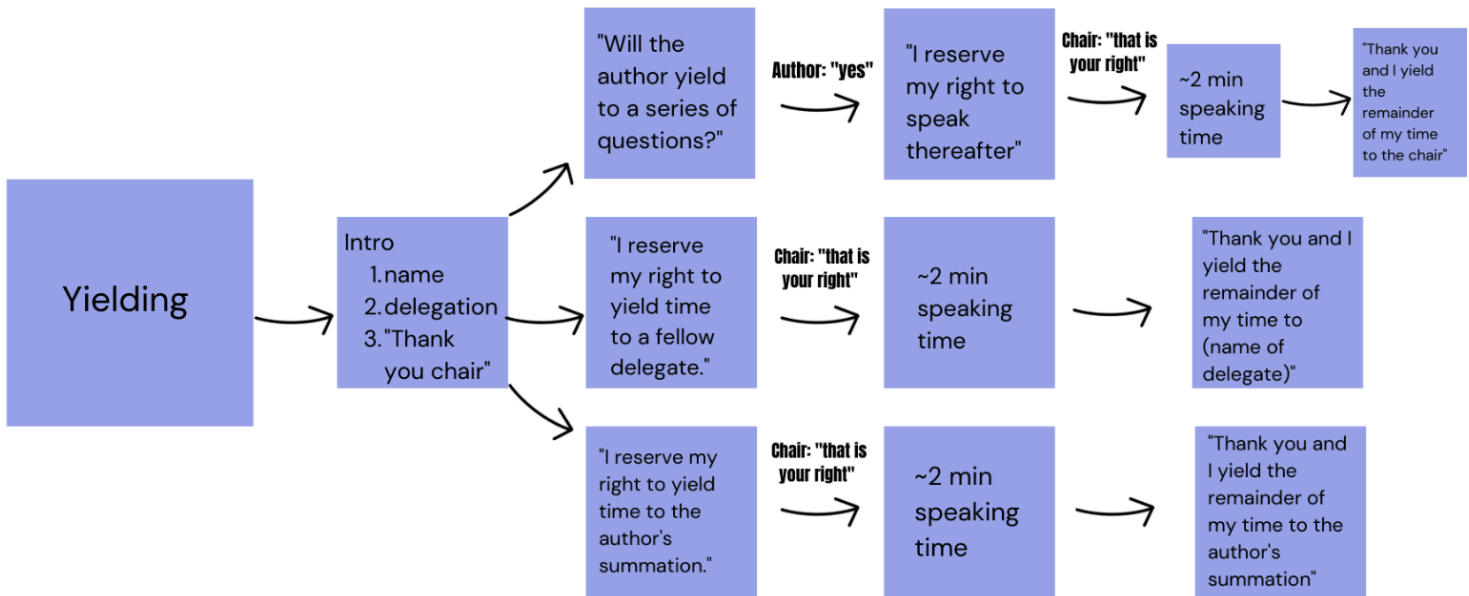
You may also yield the remainder of your time to the chair or author's summation if you are a pro speaker.

*The delegate must use at least half, or one minute, of their speaking time if they would like to yield the remainder of their time to a fellow delegate or to the author's summation.

Parli-Pro Flowchart



(*you must reserve your right to speak thereafter if you want to speak after the author has answered your questions*)



Bill Ranking Criteria

Bills in Committee will be ranked on a set of 5 criteria:

- 1) Debatability
- 2) Importance to the State
- 3) Feasibility
- 4) Evidence of Research
- 5) Presentation

General Debate Procedure

Throughout conference, a delegate must use parliamentary procedure (“parli pro”) when speaking. Parli Pro is the medium through which delegates communicate in debate.

1. The Docket
 - a. The Chair will release the docket, which is a list with the order of bills that will be presented
2. Going in chronological order, the Clerk (person sitting next to the chair, assisting with timing, etc.) will read the enactment clause (and any existing amendments) of the bill next on the docket while the Bill author(s) move to the front of the room.
3. The bill author(s) will give a 2-minute opening statement.
 - a. Authors must introduce themselves with proper parli pro.
 - b. Authors must reserve time for their summation at the end of the opening statement.
 - i. Ex:
 1. They should close their opening with, “Thank you and I reserve the right to yield any remaining time to my summation.”
4. Non Debatable Technical Questions
5. Bill Debate
 - a. Start and end with a con speech
 - b. A typical bill debate should have 3 con speeches and 2 pro speeches
6. Bill author(s) will give a 2-minute closing summation.
 - a. Authors must re-introduce themselves with parli pro.

Committee	Chamber
<ul style="list-style-type: none">• After a period of debate on a bill, the committee will rank the bill	<ul style="list-style-type: none">• After a period of debate, the chamber will vote (yay, nay, or abstain) on the bill

Amendment Procedure

An amendment is a suggestion made by a delegate in the committee when a bill is being debated on. An amendment can change a specific section or part of a bill, but should not change the overall intent.

- Please note: amendment procedure is different in committee and chamber. Please refer to below.
1. The amendment author must approach the clerk **before** the amendment can be motioned to be heard.
 - a. The clerk will ensure the amendment is germane
 2. On con time: a delegate (does not need to be the amendment author) can motion to hear the amendment of the floor
 3. The chair will recognize the motion, ask for a second, and then a simple majority vote
 4. The chair will ask the clerk to read the amendment for the committee
 5. The amendment author will have a 2-minute opening statement
 6. Non-Debatable Technical Questions (specifically on the amendment, NOT the bill)

Now, there are two options for amendment procedure depending on committee or chamber

Committee	Chamber
<ol style="list-style-type: none"> 7. Chair will ask if the Bill author deems the amendment friendly or unfriendly <ul style="list-style-type: none"> ○ If friendly, the amendment is automatically added to the bill ○ If unfriendly, the amendment added is not recognized (it can be brought back up in chamber) 	<ul style="list-style-type: none"> ● 7. Debate (3 con speakers, 2 pro speakers) <ul style="list-style-type: none"> ○ Reminder that debate is focused on the amendment, NOT the bill ● 8. The amendment author will have their 2 minute closing statement. <ul style="list-style-type: none"> ○ Reminder: during their opening statement, they should have reserved their right to yield time to their summation ● 9. The chamber will vote (yay, nay, or abstain) on whether the amendment should be added to the bill or not <ul style="list-style-type: none"> ○ A simple majority is needed for the amendment to pass and be added to the bill

Veto Override

When the Gov (and their cabinet) reads and debates the bills that make it to their desk, there are 2 different scenarios.

Veto Override Procedure	Conditional Veto Override Procedure
<p>If a Gov and their cabinet decides not to sign a bill into law, this is considered a veto. The Gov will also write a veto statement that will explain why their cabinet did not sign the bill into law. This bill will then be sent back to its original chamber, and the chamber will move into veto override procedure.</p> <ol style="list-style-type: none"> 1. The Chair may announce at any time in between Bill debate that a Bill has been vetoed 2. A delegate that voted in favor of the bill originally must motion to reconsider the vetoed bill to initiate override debate. <ol style="list-style-type: none"> a. A second, followed by a supermajority ($\frac{2}{3}$ of those in attendance) vote is required 3. The Clerk reads the veto statement from the Governor 4. The sponsor of the Bill is recognized for 2 minutes to respond to the veto message <ol style="list-style-type: none"> a. Must reserve their right to yield time to their summation 5. Non-debatable Technical Questions (NDTQs) <ol style="list-style-type: none"> a. These are asked to the original bill author 6. Debate (3 con speakers and 2 pro speakers) 7. 2-minute closing summation <ol style="list-style-type: none"> a. Author must reintroduce themselves 8. Vote (yay, nay, or abstain) 	<p>If a Gov and their Cabinet like a bill and want to sign it into law, but they have a specific problem with a part or section. The Gov and their cabinet will write a statement, specifying what they would like to see changed or added. Essentially, this statement is a written amendment by the Gov and is called a Conditional Veto. The bill, and the statement, is sent back to the original chamber, and the chamber will move into conditional veto override procedure.</p> <ol style="list-style-type: none"> 1. The Chair may announce at any time in between Bill debate that a Bill has been conditionally vetoed 2. A delegate that voted in favor of the bill originally must motion to reconsider the vetoed bill to initiate conditional override procedure. <ol style="list-style-type: none"> a. A second, followed by a simple majority ($\frac{1}{2}$ of those in attendance) vote is required. 3. The Clerk reads the conditional veto statement from the Governor 4. The sponsor of the Bill is recognized for 2 minutes to respond to the conditional veto message 5. Amendments to the Bill are now in order to be heard and debated. <ol style="list-style-type: none"> a. Essentially, a delegate can simply turn the conditional veto statement by the gov into an amendment. 6. The chamber will move into regular amendment procedure (steps 1-10)

<p>a. Supermajority needed to pass</p> <p>If the Bill passes, it overrides the veto. The bill has been passed and will become NJ Youth and Government Law. If the Bill fails, it remains vetoed.</p>	<p>If the amendment passes, vote on the amended bill (simple majority).</p> <p>If the amendments fail, move into veto override procedure.</p>
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Motions

Committee/Chamber Motions: Only two motions can be made at a single opportunity that someone has to speak.

MOTION	PURPOSE	HOW TO USE THIS MOTION	WHEN CAN IT BE USED?	SECOND NEEDED?	VOTE NEEDED?
YIELD TO A SERIES OF QUESTIONS	Allows delegates the opportunity to ask questions about the contents of a bill if the author says yes. Delegates can also speak after asking their question(s) IF they reserve their right to speak thereafter	"Will the Author yield to a series of questions?"	Con time only	✗	Author's Consent
YIELD TO A FELLOW DELEGATE	Allows delegates to allot a portion of their speech time to another delegate. The first delegate must reserve this right before they begin speaking and MUST speak for at least 50% of their allotted time	Start: "I reserve my right to yield time to a fellow delegate" End: "I yield the remainder of my time to Delegate [name]"	Pro and Con time	✗	Chair's Consent
YIELD TO THE AUTHOR'S SUMMATION	Allows delegates to allocate a portion of their speech time to the bill author's closing speech. They must reserve this right before they begin speaking and MUST speak for at least 50% of their allotted time	Start of Speech: "I reserve my right to yield time to the author's summation" End of Speech: "I yield the remainder of my time to the author's summation"	Pro and Con time	✗	Chair's Consent
AMENDMENT	If the bill author deems the amendment friendly, it passes. If deemed unfriendly, it fails. The right to make a motion must be reserved before the motion to hear the amendment is made	"I reserve my right to make a motion" & "I motion to hear the amendment on the floor"	Con time only	✓	Simple Majority Needed
MOVE TO THE PREVIOUS QUESTION	Moves directly to the author's closing statement. The right to make a motion must be reserved before the motion to move to the previous question is made	"I reserve my right to make a motion" & "I motion to move to previous question"	Con time only	✓	2/3 Majority
EXTEND DEBATE	This motion extends debate by a certain number of rounds. The right to make motion must be reserved before the motion to extend debate is made	"I reserve my right to make a motion" & "I motion to extend debate by ___ number of rounds"	Pro and Con time	✓	Chair's Discretion
YIELD TO THE CHAIR	When the author or speaker makes no motions or forgets to yield the remaining of their speech time	No action required	Pro and Con time	✗	Automatic

Incidental Motions: Motions that take precedence over any pending questions or other motions that are currently on the floor. Some motions are only incidental under certain

circumstances. Most of these motions are not debatable and can be used at any point throughout committee or chamber.

MOTION	PURPOSE	HOW TO USE THIS MOTION	WHEN CAN IT BE USED?	SECOND NEEDED?	VOTE NEEDED?
SUSPENSION OF THE RULES	A motion to suspend the regular rules of order in order to permit consideration of a pressing matter	"I reserve my right to make a motion" & "I motion to suspend the rules"	Before or After Debate	✓	Chair's Consent & 2/3 Majority
APPEAL	Vote to appeal the ruling made by the Chair. "Ayes" are votes in support of the chair and "Nays" are in favor of the appeal. A tie vote sustains the Chair's ruling	"I motion to appeal the ruling"	After the Chair has made a ruling	✓	Simple Majority
VOTING DIVISION	Calls for a recount of the vote that had just taken place	"Division"	Immediately after a vote has taken place	✗	Chair's Consent
ADJOURN	Used to end a committee or chamber session	"I reserve my right to make a motion" & "I motion to adjourn debate"	At the end of a session	✓	Simple Majority
POINT OF ORDER	Used to clarify the procedures. These clarifications may only pertain to the rules	"Point of Order"	After a speaker is done speaking	✗	Chair's Discretion
POINT OF PERSONAL PRIVILEGE	Used to request permission to leave the session	"Point of Personal Privilege"	After a speaker is done speaking	✗	Chair's Consent
RIGHT OF REPLY	If a speaker specifically mentions another delegate in their speech, the delegate may reply to the speaker after the speaker has finished talking	"Point of Reply"	After the speaker is done speaking	✗	Chair's Consent

Judicial Branch

The Judicial Branch gives delegates the opportunity to experience the courts through two different mediums: Appellate cases and Bill constitutionality hearings.

APPELLATE CASES

Step 1: Introduction of Case: An appellate case consists of a trial in which a ruling in a lower court is challenged by a higher court. There are two teams of four delegates, either acting as the Appellate counsel, those who are appealing the decision, or the Respondent counsel, those who are supporting the original decision on the matter. The Justices are the ultimate authority and question both counsels throughout their presentations.

Step 2: Presentation of Case

- A. The Chief Justice reads the title of the case
- B. The Appellate Counsel unmutes up for a 4 minute, uninterrupted opening statement
 - a. All speakers must introduce themselves before speaking
- C. Justices asks Appellate Counsel questions for 26 minutes
 - a. Questions must be germane
 - i. Up to the discretion of the Chief Justice
 - b. Respondent Counsel must remain completely silent
- D. The Respondent Counsel unmutes for a 4 minute, uninterrupted opening statement
 - a. All speakers must introduce themselves before speaking
- E. Justices ask Respondent Counsel questions for 26 minutes
 - a. Questions must be germane
 - i. Up to the discretion of the Chief Justice
 - b. Opposing Counsel must remain completely silent

Step 3: Decision:

- A. Both teams are placed in a different room as the Justices deliberate
 - a. The Chief Justice shall moderate all deliberations considering constitutionality, statutes, and arguments
- B. Justices vote in favor of the Appellate Counsel or Respondent Counsel's statements
 - a. Majority ruling required
 - b. Formal write-up of decision required

BILL CONSTITUTIONALITY- may or may not occur due to timing purposes

Step 1: Introduction of Case: The courts have the authority to review all legislation in the legislature that may violate the Constitution of New Jersey. There will be teams of four delegates, either acting as the supporting advocates or opposing advocates on the matter.

Step 2: Legislation Sponsor's Remarks:

- A. The Chief Justice reads the enactment clause of the Bill and the sections in conflict with the State Constitution
- B. The Bill author unmutes for their 2 minute, uninterrupted opening statement
- C. The Justices may ask the Bill author questions for 16 minutes
 - a. Questions must be germane
 - i. Up to the discretion of the Chief Justice
- D. The Support Advocates unmutes for a 4 minute, uninterrupted opening statement
 - a. All speakers must introduce themselves
- E. Justices ask Support Advocates questions for 16 minutes
 - a. Questions must be germane
 - i. Up to the discretion of the Chief Justice
 - b. Opposing Advocates must remain completely silent
- F. The Opposing Advocates unmute for a 4 minute, uninterrupted opening statement
 - a. All speakers must introduce themselves before speaking

- G. Justices ask Opposing Advocates questions for 16 minutes
 - a. Questions must be germane
 - i. Up to the discretion of the Chief Justice
 - b. Support Advocates must remain completely silent

Step 3: Decision:

- A. Both teams are placed in a different rooms as the Justices deliberate
 - a. The Chief Justice shall moderate all deliberations
- B. Justices vote in favor of the Support Advocates or Opposing Advocates' statements *based solely upon constitutionality*
 - a. Majority ruling required
 - b. Formal write-up of decision required

Glossary

(Commonly used YAG Terms)

Legislative:

- **Bill:** Written document about any topic (can be establishing a new law, changing a pre-existing law, or removing a current law)

- **Committee:** First place bills are debated where everyone is guaranteed a chance to present their bill, group size ranges from 15-20 and committees are divided by topics, bills must be ranked high here to advance
- **Bill Rank:** Number a bill is given between 1-5, peers rank your bill based on a set of criteria (**Debatability, Importance to the State, Feasibility, Evidence of Research, Presentation**)
- **Chamber:** Second place bills are debated, consists of Senate and Assembly, top bills are debated here and must be passed through both the Senate and Assembly to advance in the process
 - **Senate:** Smaller chamber, typically one member from the Senate co-Sponsors two bills from the Assembly
 - **Assembly:** Larger chamber, typically one member from the Assembly co-sponsors one bill from the Senate
- **Co-Sponsor:** Act and debate a different bill as the author aside from your own, every bill needs a co-sponsor
- **Docket:** List of the order that bills will be debated in, there is a docket in all committees and chambers
- **Parliamentary Procedure:** Often abbreviated to “Parli- Pro”, procedure used in debate to properly introduce yourself, end a speech, and make motions
- **NDTQ:** Non-Debatable Technical Questions, questions typically able to be answered with a “Yes” or “No” and are not able to be debated, Parli- Pro is not required while answering these questions
- **Pro-Time:** Usually 2 pro- speeches per bill, these speeches are in favor of the bill
- **Con-Time:** Usually 3 con- speeches per bill, these speeches are in opposition of the bill, debatable questions can be asked during this time
- **Amendment:** Change to a bill, there is a process to debate an Amendment- explained under “Amendment Debate”
- **Motion:** A formal proposal to do something, all motions are explained and listen under “Motions”
- **Governor’s Desk/ Cabinet:** Consists of Governor, Lieutenant Governor, and Cabinet Members, bills that make it through both the chambers are debated here, if passed they are officially enacted into Youth and Government Legislation

Judicial

- **Brief:** A written argument that delves into all aspects of your case and is meant to:
 - A) Provide structure to your oral argument
 - B) Go in-depth into your evidence and reasoning
- **Appellants:** The side who *appeals* to the New Jersey Supreme Court for a change to the Appellate Court’s decision
 - For our purposes, the YAG Supreme Court is above the New Jersey Supreme Court as we discuss cases heard by the NJ Supreme Court
- **Respondent:** The side that advocates for the decision of the Appellate Court to be upheld
- **Petitioner:** Entity that brings a petition or lawsuit to court

- **Defendant:** Party against whom the petitioner files a petition/lawsuit

Press

- **YAG Mag:** Our monthly newsletter which features different types of articles written by our PR delegates and edited by our Editor-In-Chiefs.
- **BTG Videos:** (aka Between The Gavel) A compilation of several edited videos that include delegate interviews, recaps of conference events, and more. BTGs are typically played during mealtimes so everyone can see the press corps' work
- **Op-ed:** Opinion editorials in which the writer takes a certain position or perspective on a YAG or current events issue.