

2026 Vermont-NEA Representative Assembly

STANDING RULES

I. Adoption of Rules

- a. The Representative Assembly (“RA”) shall adopt its Standing Rules by a majority vote.
- b. The Standing Rules may be amended or suspended by a two-thirds vote.

II. General

- a. The President shall preside at the Representative Assembly.
- b. The order of business shall be developed by the President and presented to the Representative Assembly for adoption with flexibility as the first item of business at the opening session. A delegate may propose a change in the order of business. If there is an objection to the change, the proposal shall require a two-thirds vote of the Representative Assembly to be approved.
- c. A majority of the delegates registered as attending the Representative Assembly shall constitute a quorum.
- d. The President and the Executive Director shall provide abbreviated oral reports to the Representative Assembly and make written reports available online following the close of the RA.
- e. The NEA Director shall provide a written report to the Representative Assembly.
- f. Other reports to be provided to the delegates will include a written report of the work of the Vermont-NEA Standing Committees from 2025-2026.
- g. All delegates in attendance at the Representative Assembly must be properly credentialed after being selected by their local affiliate and certified by their local leadership no later than March 31, 2026.
- h. All voting shall take place by a vote of those properly credentialed delegates who are in attendance and voting. Proxy voting is not permitted.
- i. A roll call vote shall be taken only after called for by a standing vote of a majority of delegates present. Supervision and counting of roll call votes shall be conducted by the Credentials Committee and Board of Directors.

III. Delegate Selection and Certification

- a. Official delegates, the selection process and their responsibilities related to the Representative Assembly are defined in Article VIII, Sections 3-8 of the Vermont-NEA Bylaws.
- b. All delegates and alternate delegates shall be reported to Vermont-NEA in the prescribed manner: Upon receipt of the names of the delegates, Vermont-NEA shall officially notify all eligible delegates of their selection. This notification and proper identification shall constitute the credentials of the delegates.

IV. Role of the Delegates

- a. All delegates shall join the meeting at the official convening time.
- b. Delegates and/or local associations with concerns on seating of delegates or eligibility of alternate delegates if the principal delegate is unable to serve shall seek resolution from the Credentials Committee by contacting Kristie Ferguson (kferguson@vtnea.org) or a member of the Credentials Committee at the Representative Assembly.

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- c. A “Summary of the Proceedings of the Representative Assembly” shall be prepared and be filed at Vermont-NEA headquarters, 10 Wheelock Street, Montpelier, Vermont 05602 as a permanent record of the proceedings.
- d. Members of this organization who are not delegates with voting rights may attend the meeting of the Representative Assembly and may speak to the Assembly. They shall register online no later than April 6, 2026 at 4:30 p.m. Attendance is subject to membership verification by the Credentials Committee.

V. Credentials

- a. The Credentials Committee shall make the final ruling on the eligibility of delegates and/or alternates to be seated in the Representative Assembly and report the number of delegates present at the opening of the first session.
- b. The Credentials Committee shall meet as needed to resolve questions relating to the seating of delegates and to receive information about changes in delegates.

VI. Resolutions

- a. A *Resolution* is a statement of belief, or a position adopted by the Representative Assembly that established a continuing Vermont-NEA position and/or policy until changed by the Representative Assembly.
- b. Resolutions and proposed changes to resolutions to be considered at the 2026 Representative Assembly were submitted to the Vermont-NEA Resolutions Chair in time for the January 2026 meeting of the Vermont-NEA Resolutions Committee. The Resolutions Committee will bring forward their recommended actions during the business session.

VII. New Business Items

- a. A *New Business Item* is a statement that establishes, alters, or abolishes substantive programs and practices of the Association. In other words, it asks Vermont-NEA to take specific action. Such a proposal shall not be in direct conflict with an existing Resolution, established policy, bylaw, state law, or federal law. Each New Business Item shall be in force for one year. A New Business Item will not repeat work already underway under the direction of the Board of Directors.
- b. New Business Items shall be considered at the 2026 Representative Assembly only if submitted to Secretary-Treasurer, Alison Sylvester in person or via email at asylvester@vtnea.org no later than 10:00 a.m. on Saturday, April 11, 2026. All New Business Items will be reviewed to determine any financial impact before being presented to delegates. A significant financial impact may alter the membership dues structure. NEA Director Michael Campbell and Central Vermont Area 1 Director Lauren Buck will be available to review NBI forms with delegates on Saturday morning.

VIII. Elections

Vermont-NEA will conduct elections for all open positions at the state and regional levels via the electronic system supported by YesElections. Candidates with opponents will be provided with an opportunity to address the delegates with time restrictions as follows: statewide offices for three minutes, regional-level offices for two minutes, and NEA Representative Assembly Delegate for one minute.

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IX. Constitution & Bylaw Amendments

Bylaw Amendments submitted by members since the close of the 2025 Representative Assembly will be considered by the 2026 Representative Assembly. These Amendments were warned to members via Vermont-NEA's weekly e-newsletter, @vtnea, on January 7, 2026.

X. Procedural Rules: Order of Business and Debate

- a. Adoption of the Rules: The Representative Assembly shall adopt its own *Standing Rules and Order* at the opening of the meeting.
- b. Addressing the Representative Assembly
 - i. The presiding officer shall recognize delegates who request to speak at designated microphones. Delegates will identify themselves and their local association, and indicate if they are speaking for the motion, against the motion, a point of information (question), or a point of order (procedural question). The presiding officer will, when possible, maintain a speaking order and alternate speakers for, against, and points of information.
 - ii. Any delegate may speak to any motion after recognition by the presiding officer. A delegate may speak twice to the same motion for no longer than three (3) minutes each time. A delegate will be recognized for the second time on a motion only after all others seeking recognition on the issue have been heard on this motion.
 - iii. Voting
 1. On motions requiring voting, the presiding officer will ask the delegates to vote.
 2. Motions adopted without objection: The presiding officer will read the motion and announce that it will be adopted unless there is an objection. If there is an objection, the body will proceed to a poll vote and follow procedures as outlined above.
 - iv. Authority: In case of disputes, the current edition of *Robert's Rules of Order, Newly Revised*, shall be the official parliamentary authority. The president will appoint an official parliamentarian.
 - v. The 2026-2027 Vermont-NEA budget, as approved by the Board of Directors, will be presented by the Chair of the Finance Committee in the first half of the meeting. At the time of the presentation, delegates will have an opportunity to ask clarifying questions of the chair. In the latter half of the meeting, delegates will vote on the adoption of the proposed dues schedule.