

# THE PROCESS OF RESOLUTIONS

## How To Submit

- ✓ Send a copy to your Region Chair;
  - ✓ Send a copy to the ISBA Office by fax to (208) 854-1480 or by mail to P.O. Box 9797, Boise, Idaho 83707-4797; and
  - ✓ Email a copy to Quinn Perry at quinn@idsba.org
- If you would like to receive a sample resolution, contact Quinn Perry by email at quinn@idsba.org or (208) 854-1476 or toll free (866) 799-ISBA (4722).

If you have any questions about the procedure for submitting or drafting resolutions, please contact Karen Echeverria, Executive Director: (208) 854-1476 or toll free (866) 799-ISBA (4722).

## Resolution Checklist

### Include these elements:

- ✓ District / Charter name; ISBA Region number; mailing address; subject and presenter.
- ✓ At least one reasoning statement starting with "Whereas".
- ✓ A complete statement of purpose
- ✓ Conclude with a summarizing statement beginning with "Now, therefore be it resolved..."

START

Do you have a problem or issue at your school district that you want changed? Can this be changed by State Law or Administrative Rule?



If yes, prepare a Resolution to be submitted to ISBA. A Resolution is a document that explains the problem and what outcome you would like.



Submit the Resolution to the ISBA Office no later than July 31st. If you would like help writing the Resolution or have questions, contact the ISBA Office.



Throughout the month of August, ISBA will review all Resolutions and may contact you for clarification.



## THE PROCESS OF RESOLUTIONS from Start to Finish

Each year at the Idaho School Boards Association Convention, board members assemble to consider resolutions submitted by the membership. These resolutions are the voice of the membership and an effective means of providing guidance for ISBA. All resolutions received by July 31, 2018 are reviewed by the ISBA Government Affairs Committee. It is not necessary to submit resolutions dealing with positions to which the ISBA is already committed from last year's legislative program. (Resolutions remain on ISBA's legislative agenda for two years following its approval by the membership.) The ISBA Government Affairs Committee will make recommendations to the Executive Board on the resolutions, and the Executive Board will make recommendations to the membership. The membership then votes on the resolutions at the Business Session of the Annual Convention.

ISBA welcomes your participation in this process and urges you to take this opportunity to be heard.



Some Resolutions are passed and some are not passed by the members. Those Resolutions that pass become the legislative platform for ISBA staff and lobbyists during the Legislative Session.



During the ISBA Annual Convention in November, the Business Session is held where member districts can debate and vote on each Resolution.



All Resolutions are sent to ISBA membership via email and posted on the ISBA website. Boards should review each of the Resolutions and discuss the pros and cons of the Resolutions. Boards should choose a position to take on each Resolution.



During the Legislative Session, ISBA staff request legislators to help "carry" the legislation (Resolutions) and present them to both the House and Senate.



If the legislation (Resolution) passes the House and Senate then it goes to the Governor to be signed into law.



This is how your Resolution can ultimately become law and help your school district and many others in the State.

FINISH

### 2018 Resolution Timeline

July 31	Resolutions due from school districts, charter schools, or ISBA regions
August 1-26	ISBA staff compiles and clarifies submitted resolutions
August 29 - September 8	Board packets containing proposed resolutions are sent to the Executive Board members for review
September 9-10	ISBA Executive Board reviews resolutions and makes recommendations
September - October	Resolutions are discussed and debated at fall region meetings
October 10	Deadline to transmit resolution packets to school board members
November 16	School board members vote on resolutions at the ISBA Annual Business Session

**Resolutions Must be Submitted by July 31, 2018**