

**Maryland Association of Boards of Education  
Legislative Committee Policies and Procedures**

1. The Legislative Committee maintains contact with legislators, and informs their board colleagues and staff of legislation affecting education.

A. MABE Responsibilities

Participate actively by initiating and/or supporting the creation of legislation to advance public education and promote the welfare of children.

- i. Take positions or no positions on legislation on behalf of member boards when deemed appropriate.
- ii. Provide member boards with balanced information that includes potential implications of legislative positions.
- iii. Provide multiple opportunities to local boards through their Legislative Committee representative to receive and share information on issues.

B. Operation

- i. Include one board member representative from each board.
- ii. Board members shall remain on the committee until replaced by their local presidents/chairs.
- iii. For purposes of holding a meeting or conducting business other than voting on legislative positions, no quorum is required.
- iv. Local district staff may attend as resource to the committee and may participate fully in all deliberations but shall not vote.

C. Legislative Committee Member Duties and Responsibilities

- i. Ensure consistent and active local board participation at all Legislative Committee meetings.
- ii. Remain free to suggest/advocate local board position, which may be different from the MABE position.
- iii. Interpret MABE legislative information, to analyze the local impact of the legislation, and keep their local boards apprised of developments upon their school systems.
- iv. Inform MABE in as timely a manner as possible when their local boards will oppose the MABE position.
- v. Share responsibility for components of the lobbying process, such as letter writing, telephoning, or testifying at legislative hearings.

D. Green Sheet

Staff will produce a weekly GreenSheet, during the General Assembly Session and other times as required, for distribution to the Legislative Committee, Board of Directors, Board Chairs/Presidents, and Superintendents. Liaison with other school system legislative staff, PSSAM, and MNS will be maintained through the Green Street Coalition.

E. General Concepts

- i. The Legislative Committee must be prepared to respond to the dynamic nature of the legislative process.
- ii. The Legislative Committee will annually develop and adopt legislative positions as a guide for lobbying during the annual legislative session.
- iii. Staff will provide assistance in identifying and in following legislative issues throughout the session.
- iv. The MABE Beliefs and Policies and Continuing Resolutions will be reflected in the work of the Legislative Committee under normal circumstances.
- v. Legislative Committee positions shall be determined by a sixty percent majority vote of the members present, but in no case fewer than eight member votes. However, the committee should strive to reach sufficient consensus and adopt advocacy strategies that reflect the degree of consensus achieved. The selection of specific advocacy strategies in support of any legislative position is at the direction of the Legislative Committee Chair with the assistance of MABE staff.
- vi. The Legislative Committee's positions, while advisory to the Board of Directors, will be considered the official positions of MABE. However, the Board of Directors reserves the prerogative to review and amend particular positions should circumstances warrant.
- vii. Staff shall lobby the Legislative Committee position on normal legislation. When critical issues arise, staff shall immediately notify the MABE President and the Legislative Committee chair and initiate an agreed upon communication process to alert and inform committee members and local boards.
- viii. The Legislative Committee is responsible to consider the diversity of LEAs in size, population, finances, and special needs as it crafts legislative positions.
- ix. When appropriate, the Legislative Committee will initiate legislation to be considered or sponsored by MABE.
- x. The chair(s) of the Legislative Committee will provide periodic status reports to the Board of Directors and seek its guidance and approval for legislative positions as appropriate.