

WRITTEN EXAMINATION

FOR THE

2021 NATIONAL FFA

CONDUCT OF CHAPTER MEETINGS

FFA LEADERSHIP DEVELOPMENT EVENT

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NAME (Print in CAPITAL letters): /
FIRST LAST

STATE:

ADVISOR NAME (Print in CAPITAL letters):

DIRECTIONS:

DO NOT BEGIN THIS TEST UNTIL DIRECTED BY THE EXAM PROCTOR.

Read each question carefully and place the one, **best** answer in the blank to the left of each question. Then transfer the answer to the computer answer sheet. If the class of a specific motion is not named for a question, it belongs to the class of permissible motions listed in the rules for this Leadership Development Event. You will be allowed 30 minutes to complete the test. Remember to answer all 25 questions.

1. Which one of the following is not amendable and requires a two-thirds vote for adoption?

- A. Amending an amendment to the privileged motion to *Recess*.
- B. Calling for a *Division of the Assembly* on an incidental motion.
- C. Demanding a recount of a vote taken on a *Point of Order*.
- D. None of the above are correct.

2. Which statement is true regarding Postpone Indefinitely?

- A. It does not require that the sponsor be recognized by the chair when making the motion.
- B. It does not open the Main Motion to debate.
- C. It provides strategists a preview of how members will vote on a Main Motion.
- D. A primary amendment may be applied to it which states the date of the postponement.

3. One way the motion to Postpone to a Certain Time (or Postpone Definitely) is allowed to be amended is by:

- A. adding the time the main question is to be postponed.
- B. declaring a specific meeting place as announced by the FFA President.
- C. stating how many members must be present when the meeting to which it is postponed commences.
- D. including the number of times that the motion Postpone Indefinitely can be applied to it.

4. When the incidental motion, Division of the Assembly is demanded by an FFA member at a chapter meeting, the presiding officer:

- A. immediately takes the vote again by having members rise.
- B. puts the demand for a Division of the Assembly to a voice vote, especially for large assemblies.
- C. asks the sponsor of the Division of the Assembly which method of voting (voice, etc.) is to be used.
- D. promptly asks for a second and debate on the Division of the Assembly.

5. When the presiding officer at an FFA chapter meeting is “stating the question” on a Main Motion, he/she is:

- A. directing the secretary to make a list and file of all the questions that the assembly asks regarding the pending motion.
- B. announcing that any member may ask the maker of the Main Motion one question without being recognized.
- C. asking the maker of the immediately pending Main Motion to repeat it.
- D. repeating the Main Motion officially.

6. Which one of the following requires a second?

- A. Raise a Question of Privilege.
- B. Incidental Motions.
- C. Secondary Amendments.
- D. A Point of Order directed at the presiding officer for a breach of rules.

7. The maker of a Main Motion may:

- A. vote against it.
- B. speak three times on the Main Motion at one meeting, because he/she proposed it.
- C. debate it in detail before it is stated by the chair.
- D. speak against it if it's obvious that a majority of the members are opposed to it.

8. The subsidiary motion to Postpone to a Certain Time (or Postpone Definitely) takes precedence over:

- A. Postpone Indefinitely.
- B. Amend.
- C. Commit or Refer.
- D. All of the above are correct.

9. If a motion to Commit or Refer is adopted, how is the special committee chairman chosen if the members of the committee were appointed by the chair?

- A. The maker of the motion to Commit or Refer is the committee chairman.
- B. Members of the committee select the chairman at the first meeting.
- C. The first committee member named by the presiding officer is the committee chairman.
- D. The member who seconded the Main Motion is the committee chairman, provided the presiding officer consents.

10. A primary amendment applied to the subsidiary motion to Postpone to a Certain Time (or Definitely):

- A. is debatable, amendable, and requires a two-thirds vote to be adopted.
- B. is not allowed, according to Robert's Rules of Order Newly Revised.
- C. may have the subsidiary motion, Postpone Indefinitely, applied to it.
- D. may have a secondary amendment applied to it.

11. Which two motions below are not debatable and not amendable?

- A. Postpone to a Certain Time and Commit or Refer.
- B. Raise a Question of Privilege and Previous Question.
- C. Amend and Main Motion.
- D. None of the above are correct.

12. What is one purpose of a Parliamentary Inquiry?

- A. It allows the parliamentarian to take a standing (rising) vote without answering an inquiry from the assembly.
- B. It puts off consideration of the Main Motion to a later time after all inquiries are taken care of.
- C. It requests an answer to an urgent question regarding handling an inquiry on the ruling of a Point of Order.
- D. It allows a member to ask a question regarding the rules of the FFA organization.

13. Which two motions below belong to a class of motions that are related to the pending business and must be decided immediately?

- A. Postpone Definitely and Indefinitely.
- B. Point of Order and Division of the Assembly.
- C. Main Motions and Primary Amendments.
- D. Commit or Refer and Previous Question.

14. Which two motions are usually not voted on by the assembly, but are decided by the chair?

- A. Point of Order and Raise a Question of Privilege.
- B. Previous Question and Postpone Indefinitely.
- C. Secondary and Third Degree Amendments.
- D. None of the above are correct.

15. Based on the current edition of Robert's Rules of Order Newly Revised, which form for the Previous Question may not be used to insist on closing debate and immediately voting on the pending Main Motion?

- A. FFA Member (obtaining the floor): "I move the Previous Question."
- B. FFA Member (without obtaining the floor): "Question! Question!"
- C. FFA Member (obtaining the floor): "I move we vote now."
- D. FFA Member (obtaining the floor): "I demand the Previous Question."

16. Which one of the following statements is true regarding the privileged motion to Recess?

- A. The motion to Postpone Indefinitely may be applied to it.
- B. It does not require a second.
- C. It is amendable with respect to the length of the recess.
- D. A member speaking may be interrupted to propose it.

17. Assume an FFA chapter has 40 members and there are 24 members attending a chapter meeting. If all 24 members cast a vote, what is the minimum affirmative vote required to adopt the Previous Question?

- A. 21
- B. 13
- C. 16
- D. 30

18. Both the motions to Postpone to a Certain Time and Commit or Refer:

- A. may interrupt a speaker.
- B. require a two-thirds vote for adoption.
- C. do not require a second.
- D. may have a primary amendment applied to them.

19. A member wishes to introduce the idea of hosting a picnic for FFA parents. Which would be the best form to use to propose this request as a Main Motion at a regular FFA chapter meeting?

- A. FFA Member (after obtaining the floor): "I move and second that our chapter host a picnic for parents of FFA members."
- B. FFA Member (after obtaining the floor): "I move that our chapter host a picnic for parents of FFA members."
- C. FFA Member (after obtaining the floor): "I make a movement that our chapter host a picnic for parents of FFA members."
- D. FFA Member (after obtaining the floor): "I so move that we host a picnic for parents of FFA members."

20. A Parliamentary Inquiry:

- A. does not require a second.
- B. is determined by a two-thirds vote.
- C. may have a primary amendment applied to it.
- D. cannot be made by interrupting a member to propose it.

- 21. Robert's Rules of Order Newly Revised lists three essential steps to bring a Main Motion before the assembly. What is the third step?**
- A. Another member seconds the motion.
 - B. Members debate the motion.
 - C. The chair announces the result of the vote on the motion.
 - D. The chair states the question on the motion.
- 22. Assume you are the presiding officer at a regular FFA Chapter meeting and the reading and approval of the minutes has been completed. What are the next two items you would ask to be considered?**
- A. Announcements and special orders.
 - B. Special features and unfinished business and general orders.
 - C. Reports of officers, boards and standing committees and reports of special committees.
 - D. Ceremonies to initiate new members and new business.
- 23. Which of the following are not duties or responsibilities of the FFA Sentinel as listed in the Official FFA Manual?**
- A. Coordinate all committee work and prepare and submit the membership roster to the national FFA organization.
 - B. Keep the chapter equipment and supplies in proper condition and assist the president in maintaining order.
 - C. Assist with special features and welcome guests and visitors.
 - D. Take charge of candidates for degree ceremonies and keep the meeting room comfortable.
- 24. Based on the Official FFA Manual, which one of the following is not a general duty of all FFA officers?**
- A. A genuine desire to be part of a leadership team.
 - B. Assume all duties of the president without notice.
 - C. A working knowledge of parliamentary procedure.
 - D. A willingness to accept responsibility.

25. Use the diagram below to answer the following question related to meeting room preparation. Which station number (1, 2, or 3) has an American Flag displayed?

- A. 1
- B. 2
- C. 3
- D. None of the answer choices are correct.

