

The  
**AMERICAN LEGION**  
**COLORADO BOYS STATE**

**THE FUTURE IS TODAY**



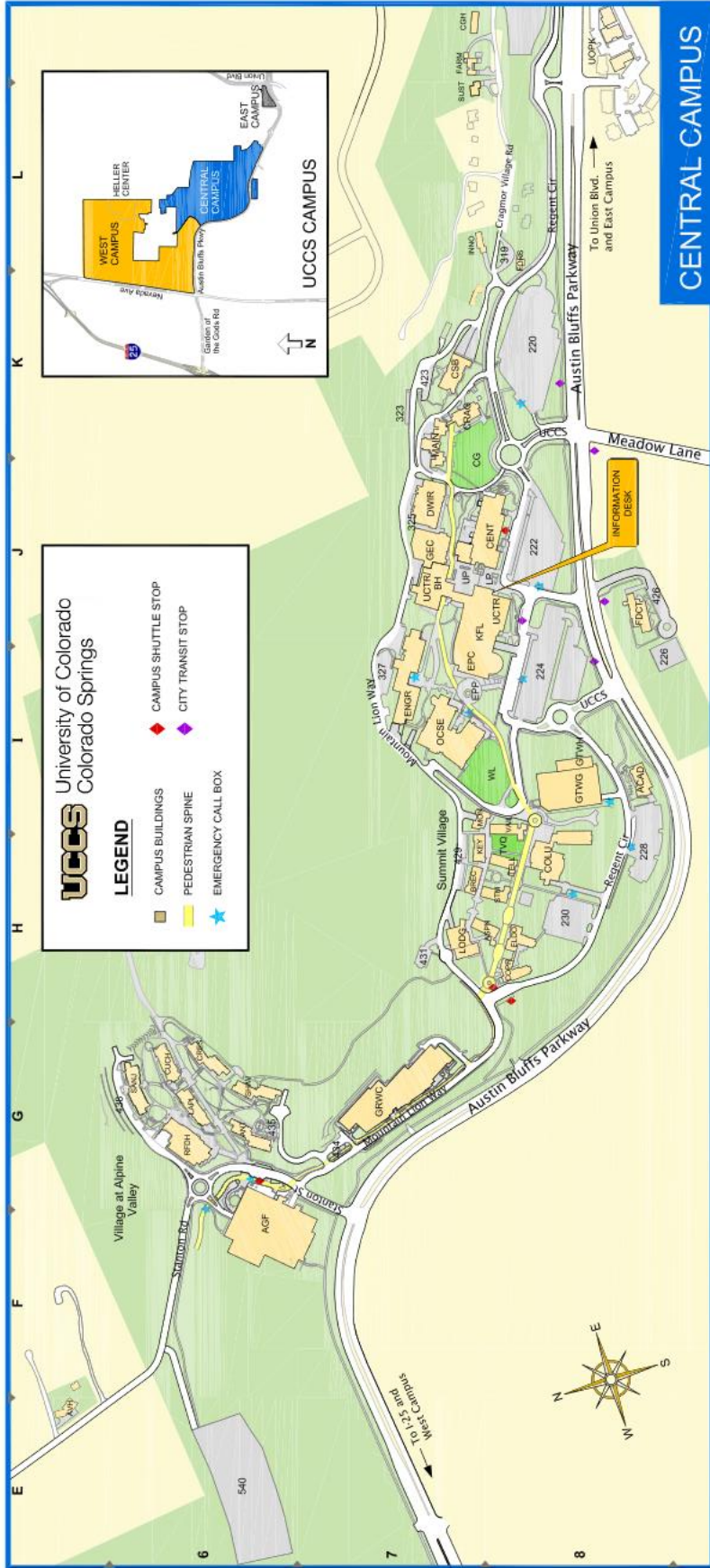
**2019 Daily Guide**

Name: \_\_\_\_\_

City: \_\_\_\_\_







## CENTRAL CAMPUS

### CAMPUS DIRECTORY

ACAD	ACADEMIC OFFICE BUILDING	18
AGF	ALPINE GARAGE & FIELD	G6
ANT	ANTERO HOUSE	H7
ASPN	ASPEN HOUSE	H7
BH	BERGER HALL (INSIDE UCTR)	H7
BREC	BRECKENRIDGE HOUSE	H7
CENT	CENTENNIAL HALL	H8
CG	CRAGMOR GREEN	K7
CGH	CAMPUS GREENHOUSE	M7
COLU	COLUMBINE HALL	H8
CON	CONCESSION BLDG	C5
COPR	COPPER HOUSE	H8
CRAG	CRAGMOR HALL	K7
CRES	CRESTONE HOUSE	G6
CSB	CAMPUS SERVICES BUILDING	K7
CUCH	CUCHARAS HOUSE	G6
DWIR	DWIRE HALL	J7
ELDO	ELDORA HOUSE	H8
ENGR	ENGINEERING & APPLIED SCIENCE BLDG.	17
EPC	EL POMAR CENTER	17
EPP	EL POMAR PLAZA	17
FARM	FARMHOUSE	M7
FDCT	FAMILY DEVELOPMENT CENTER	J8
FORS	FORSTER HOUSE	L8
GEC	GALLAGHER EVENTS CENTER	J7
GRWC	GALLOGLY RECREATION AND WELLNESS CENTER	G7
GTWG	GATEWAY GARAGE	18
GTWH	GATEWAY HALL	18
INNO	INNOVATION HOUSE	L7
KEY	KEYSTONE HOUSE	H7
KEL	KRAEMER FAMILY LIBRARY	J7
LAPL	LA PLATA HOUSE	G6
LODG	THE LODGE	H7
LP	LOWER PLAZA	J8
MAN	MAIN HALL	K7
MON	MONARCH HOUSE	17
OSCE	OSBORNE CENTER FOR SCIENCE & ENGINEERING	17

### PARKING INFORMATION

All Campus Parking is by permit only unless otherwise specified.

**VISITOR HOURLY PARKING:**  
Pay machines are \$2.00/hr in GTWG Level 3, AGF level 1 visitor parking area and Lot 220

**VISITOR METETERED PARKING:**  
Lot 100 and 224  
**FREE PARKING:**  
North Campus - Lots 540,570,572,573,574, 576 & 580.  
Free shuttle to Central Campus during fall, spring and summer semesters.  
Central and East Campuses - Fridays after 4:00 pm, weekends and during breaks between semesters.

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LP	LOWER PLAZA	J8
MAN	MAIN HALL	K7
MON	MONARCH HOUSE	17
OSCE	OSBORNE CENTER FOR SCIENCE & ENGINEERING	17
RFDH	ROARING FORK DINING HALL	G6
SANJ	SAN JUAN HOUSE	G6
SHAV	SHAVANO HOUSE	G6
STM	STEAMBOAT HOUSE	H8
SUST	SUSTAINABILITY DEMONSTRATION HOUSE	L7
TELL	TELLURIDE HOUSE	H8
TVQ	TELLY-VAIL QUAD	H8
UCTR	UNIVERSITY CENTER	J7
UHAL	UNIVERSITY HALL	N7
UJPK	UNIVERSITY OFFICE PARK	M8
UP	UPPER PLAZA	J7
VAIL	VAIL HOUSE	18
WL	WEST LAWN	17



## Welcome to American Legion Colorado Boys State

The thought of creating a fully functioning 51<sup>st</sup> state (including cities, counties, political parties, a state legislature, supreme court, and executive branch of government) is overwhelming. But you and your fellow American Legion Colorado Boys State **Citizens** will do just that.

This **Daily Guide** has been designed to assist you in this endeavor. If you read and follow the instructions in this guide book you will begin with small steps and gradually learn the processes required to create and operate your government.

Our time is limited, so don't delay in getting started. Review each day's schedule, and the additional information noted at the end of the day. There are many helpful hints and guidelines to assist you. Though time passes quickly, don't short-cut anything. It will not benefit you or Boys State to merely "check off" the required steps. Work through each step thoroughly and strategically, as they affect how future requirements are met. **Keep up, but don't get ahead of yourself.**

It is extremely helpful to review the next day's schedule at the end of each day. Ask questions if you must, but the best source of guidance is this book, the **Boys State Manual**, and your fellow Boys State Citizens. After all, this is your Boys State, and the quality of government you create and manage will be entirely based on your desires and your ability to negotiate and compromise with other Citizens.

Towards the end of the week you will serve in either the House of Representatives or the Senate. There you will debate bills to form Boys State Law. The bills must be created by you and your fellow Citizens, so don't miss any opportunity to record your thoughts and ideas on the BSF-2 form for bills for resolutions. Don't be afraid to share your thoughts on real issues of today. There is a strong possibility that some bills debated and passed at Colorado American Legion Boys State will be shared with real Colorado State legislators, perhaps even the governor himself.

Good Luck in creating your 51<sup>st</sup> state!

**SATURDAY, JUNE 1, 2019**  
**Colorado Boys State Agenda**

Day 1: Welcome

<b>8:00 AM - 12:00 PM</b>	<b>Registration:</b> After completing initial registration, all citizens report to your assigned city to check-in with your <b>City Counselor</b> for your room assignments and further instructions. Complete <b>BSF-5 (Property Receipt)</b>
<b>12:00 PM</b>	<b>Lunch:</b> Follow Counselor Instructions. <ul style="list-style-type: none"> <li>• 12:00 pm First Feed: Gilchrist County</li> <li>• 12:10 pm Second Feed: Kohler County</li> <li>• 12:20 pm Third Feed: McVey County</li> </ul>
<b>1:30 PM</b>	<b>General Assembly:</b> - Berger Hall. Welcome - All Citizens of Colorado Boys State, Counselors, Advisors, and Staff. <ol style="list-style-type: none"> <li>1. Posting of Colors</li> <li>2. Chaplain</li> <li>3. Official Greetings</li> <li>4. Orientation and Boys State Rules</li> <li>5. Flag Ceremonies – Instructions and Signing-up for Color Guard</li> <li>6. Special Instructions – Interviews and Exams</li> <li>7. Introductions – Staff, Advisors, and Counselors</li> <li>8. Guest Speaker</li> <li>9. Boys Nation Report</li> <li>10. City Meeting Locations</li> </ol>
<b>2:45 PM</b>	<b>Break</b>
<b>3:00 PM</b>	<b>First City Meeting: Designated City Meeting Area.</b> Meet in City areas to get acquainted, briefing, and general instructions. All citizens fill out <b>BSF-10 (Voter Registration)</b> .
<b>4:00 PM</b>	<b>Mandatory Taking of the Bar and Parliamentary Procedure Exams</b> Meet in Berger Hall Parliamentary Procedure Exam: <a href="http://www.rulesonline.com/index.html">http://www.rulesonline.com/index.html</a> Bar Exam: <a href="http://constitutioncenter.org/media/files/constitution.pdf">http://constitutioncenter.org/media/files/constitution.pdf</a> <a href="http://tornado.state.co.us/gov_dir/leg_dir/olls/constitution_print.htm">http://tornado.state.co.us/gov_dir/leg_dir/olls/constitution_print.htm</a>
<b>4:00 PM</b>	<b>Media Crew Interviews:</b> Meet in Berger Hall
<b>5:00 PM</b>	<b>Dinner</b> (Color Guard eats first – Follow Counselor Instruction) <ul style="list-style-type: none"> <li>• 5:00 pm First Feed: Kohler County</li> <li>• 5:10 pm Second Feed: McVey County</li> <li>• 5:20 pm Third Feed: Gilchrist County</li> </ul>
<b>6:15 PM</b>	<b>Flag Ceremony:</b> West Lawn

<p><b>6:30 PM</b></p>	<p><b>City Party Caucuses:</b> In Designated City Meeting Area</p> <ol style="list-style-type: none"> <li>1. Counselor Explains (20 minutes) <ol style="list-style-type: none"> <li>a. Overview of City Party Caucus</li> <li>b. Nomination Process and Rules for Running for an office</li> <li>c. Part Time Job versus Full Time Job (two part time jobs do not equal a full time job)</li> <li>d. Elect City Representative to the <b>Election Commission</b> (1-nonpartisan)</li> </ol> </li> <li>2. Form into Parties and move to designated areas <ol style="list-style-type: none"> <li>a. Elect City Party Chairman (1)</li> <li>b. Elect City Party Secretary (1)</li> <li>c. Nominate City Elected Officials (Mayor-1, City Council-5, Treasurer &amp; Auditor-1, Police &amp; Fire Chief-1, Director of Parks &amp; Recreation-1)</li> <li>d. Nominate State Senators (6)</li> <li>e. Party Secretary fill out BSF-1A (City Party Caucus Nominees) – turn into City Election Commissioner</li> <li>f. Strategize for City General Election</li> </ol> </li> </ol>						
<p><b>8:00 PM</b></p>	<p><b>Break</b></p>						
<p><b>8:15 PM</b></p>	<p><b>Election Commission Meets:</b> In Election Commission Headquarters – Lift Lodge</p> <ol style="list-style-type: none"> <li>1. Overview of Election Process</li> <li>2. Establish Election Commission Leadership (Elect Chairman and Vice Chairman)</li> <li>3. Create City General Election Ballot</li> <li>4. Develop City and County General Election Strategy</li> <li>5. Create County General Election Ballot (with remaining time)</li> </ol>						
<p><b>8:30 PM</b></p>	<p><b>County Party Caucuses:</b> In Designated County Party Areas</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Gilchrist N Breckenridge 5101</td> <td style="width: 50%;">Gilchrist F Breckenridge 5106</td> </tr> <tr> <td>Kohler N Columbine 128</td> <td>Kohler F Columbine 324</td> </tr> <tr> <td>McVey N Columbine 317</td> <td>McVey F Columbine 322</td> </tr> </table> <ol style="list-style-type: none"> <li>1. Counselor Explains (5 minutes) <ol style="list-style-type: none"> <li>a. Overview of County Party Caucus</li> <li>b. Nomination Process</li> <li>c. Running for Office Rules</li> </ol> </li> <li>2. Form into Parties and move to designated areas <ol style="list-style-type: none"> <li>a. Elect County Party Chairman (1)</li> <li>b. Elect County Party Secretary (1)</li> <li>c. Nominate County Elected Officials (County Commissioners-3-at large, Assessor &amp; Surveyor-1, Coroner-1, Clerk &amp; Recorder-1, Sheriff-1, Treasurer-1)</li> <li>d. Elect <b>Senate Calendar Committee Member</b> (must be a Senate nominee) (1)</li> <li>e. Elect <b>House Calendar Committee Member</b> (not a Senator) (1)</li> <li>f. Party Secretary fill out BSF-1B (County Party Caucus Nominees) – turn into the President of the Election Commission</li> <li>g. Strategize for County General Election</li> </ol> </li> </ol>	Gilchrist N Breckenridge 5101	Gilchrist F Breckenridge 5106	Kohler N Columbine 128	Kohler F Columbine 324	McVey N Columbine 317	McVey F Columbine 322
Gilchrist N Breckenridge 5101	Gilchrist F Breckenridge 5106						
Kohler N Columbine 128	Kohler F Columbine 324						
McVey N Columbine 317	McVey F Columbine 322						



<b>10:00 PM</b>	<p><b>Nightly City Meetings (City Election Speeches): On City Floor in Dorms</b></p> <ol style="list-style-type: none"> <li>1. Nightly Meeting <ol style="list-style-type: none"> <li>a. Review Daily Guide for Tomorrow</li> <li>b. City Debates and Campaign Speeches</li> </ol> </li> </ol> <p><b>NO ONE IS PERMITTED OFF THE FLOOR AFTER 10:00 PM</b></p>
<b>11:00 PM</b>	<b>Lights Out:</b> All Citizens in their rooms.

## CITY CAUCUS

### RULES PERTAINING TO NOMINEES

1. A citizen may only appear on the City and County General Election ballot once, unless they are nominee for State Senate, and may only hold one full time position in City or County Government. Election Commission, City Party Chairman and Secretary, County Party Chairman and Secretary, and House and Senate Calendar Committeemen are positions that are elected during the City or County Party Caucuses. These positions will not appear on the ballot and are not full time positions. If elected to the City or County Party Chairman or Secretary, you remain eligible to be nominated for a City or County position.
2. Election Commissioners may **only** serve as the Election Commissioner until City/County and State/Legislative branches are open for business. He cannot be nominated for any City or County Position. The Election Commissioner will be appointed to a City or County position after the election, and will serve in the State House of Representatives. If an Election Commissioner would like to be nominated for a state-level office or US Senator, he must resign his Election Commissioner role. A replacement shall be appointed by the Mayor. Additional opportunities exist at the state level under the Secretary of State.
3. If a State Senator is elected or appointed to an office at the state level (State Party Chairman, Governor, LT Governor, State Treasurer, or Secretary of State), he must resign his Senatorial seat. To fill the vacancy, the City's Mayor will appoint a citizen, who must be confirmed by the City Council.
4. All citizens will be elected or appointed to a City or County Government office.
5. All citizens must be registered to vote in any election. BSF-10

### PROCEDURES TO CONDUCT A CITY CAUCUS

The City will meet in their Designated City Meeting Area (DCMA) for a quick overview of the nomination process, how to become a candidate, offices to be nominated, and the election of the **City Election Commissioner** (done by the City Counselor). **The Election Commissioner may participate in all nominating actives, but cannot be nominated or appear on the City General Election ballot.**

After the election of the Election Commissioner, the City will split along party lines, and convene for their respective **City Party Caucus** in their assigned areas. A Counselor or Senior Advisor will serve as the temporary City Party Chairman and assist in the organization of the caucus, and he will serve in this capacity until a **City Party Chairman** is elected.

After outlining the caucus rules, procedures, and positions to be nominated and elected, the Counselor will open up nominations for City Party Chairman. Once a City Party Chairman is elected, he will take over as the presiding officer for the remainder of the City Party Caucus and lead the nomination and election process for the City Party Secretary. Once the Party Secretary is elected, the City Party Chairman will open up nominations for the rest of the elected City positions in the following order: **Mayor (1), City Council (5), City Treasurer & Auditor (1), Police & Fire Chief (1), and Director of Parks & Recreation (1)**. Once all City positions are nominated, he will then open nominations for the 6 State Senate seats. State Senate seats are open to everyone, even if they have been nominated for a City office or wish to be nominated for a County office. The Election Commissioner may not be nominated for State Senate.

NOTE: City Party Chairman and City Party Secretary are *temporary* positions. Citizens elected to these positions *are eligible* to be nominated for any office within Colorado Boys State, including City positions

At the conclusion of the City Party Caucus, the City Party Secretary is responsible for the completion of BSF-1A (City Party Caucus Nominees), and this is to be turned into the Election Commissioner no later than 8:15 PM, Saturday.

**All City Party Caucus should be completed within an hour and thirty minutes. BSF-1A must be completed by the City Party Secretary and turned into the Election Commissioner. All Election Commissioners must report to the Election Commission Headquarters no later than 8:30 PM Saturday with their completed BSF-1A.**

## COUNTY CAUCUS

Gilcrest in Breckenridge 5101 / McVey in Columbine 317 / Kohler in Columbine 128

### RULES PERTAINING TO NOMINEES

1. A citizen may only appear on the City and County General Election ballot once, unless they are nominee for State Senate, and may only hold one full time position. Election Commission, City Party Chairman and Secretary, County Party Chairman and Secretary, and House and Senate Calendar Committeemen are *not* full time positions. Only the Election Commission cannot be nominated for a position at this time.
2. All citizens will be elected or appointed to a City or County Government office.
3. All citizens must be registered to vote in any election (**BSF-10** – filled out at City Party Caucus)

## PROCEDURES TO CONDUCT A COUNTY CAUCUS

The County will meet in their predesignated County Party Caucus meeting locations for a quick overview of the nomination process, how to become a candidate, offices to be nominated, and committee elections. **The Election Commissioner will not participate in any County nominating actives, and cannot be nominated or appear on the ballot as he will be in the initial Election Commission Meeting.**

A Counselor or Senior Advisor will serve as the temporary County Party Chairman and assist in the organization of the caucus. He will serve in this capacity until a County Party Chairman is elected.

After outlining the caucus rules, procedures, and positions to be nominated and elected, the Counselor will open up nominations for County Party Chairman. Once a County Party Chairman is elected, he will take over as the presiding officer for the remainder of the County Party Caucus, and lead the nomination and election process for the County Party Secretary. Once the Party Secretary is elected, the County Party Chairman will open up nominations for the rest of the elected County positions in the following order: County Commissioners (3-at large), Assessor & Surveyor (1), Clerk & Recorder (1), Coroner (1), Sheriff (1), and Treasurer (1). Once all County positions are nominated, he will begin the election process for, Senate Calendar Committee (1), and House Calendar Committee (1).

NOTE: County Party Chairman and County Party Secretary are temporary positions. Citizens elected to these positions are eligible to be nominated for any office within Colorado Boys State, including County offices.

NOTE: Only State Senate Nominees are eligible to be elected to the Senate Calendar Committee. If he fails to gain a seat in the General Election, the County Commissioners are required to appoint a replacement to the committee from the same party. Conversely, a State Senate nominee cannot be elected to the House Calendar Committee.

NOTE: If a citizen received their party's nomination in their City Party Caucus, they are not eligible for nomination at the County level.

At the conclusion of the County Party Caucus, the County Party Secretary is responsible for the completion of BSF-1B (County Party Caucus Nominees), and this is to be turned into the Election Commission President no later than 9:45 PM, Saturday.

**All County Party Caucus should be completed within an hour and twenty minutes. BSF-1B must be completed by the County Party Secretary and turned into the Election Commissioner President.**

## CAMPAIGNING

No citizen may use pre-made campaign materials from home, and engaging in negative campaigning is prohibited. No materials should be hung on windows, exit signs, fire equipment, light fixtures, or bathrooms. Use your best judgment. Limited campaign materials may be available from the Boys State Headquarters office.

**SUNDAY, JUNE 2, 2019**  
Colorado Boys State Agenda

Day 2: City and County Government

<b>6:50 AM</b>	<p><b>Breakfast</b></p> <ul style="list-style-type: none"> <li>• 6:50 am First Feed: McVey County</li> <li>• 7:00 am Second Feed: Gilchrist County</li> <li>• 7:10 am Third Feed: Kohler County</li> </ul>
<b>8:15 AM</b>	<p><b>Flag Ceremony:</b> West Lawn</p>
<b>8:30 AM</b>	<p><b>General Assembly:</b> Berger Hall. Bill Writing and Campaigning</p> <ol style="list-style-type: none"> <li>1. Posting of Colors, Chaplain, Announcements</li> <li>2. How to Write a Bill – Sample Bill (BSF-2/3)</li> <li>3. Election Commission: Campaigning Rules &amp; City/County General Election Procedures</li> <li>4. Talen Show</li> <li>5. Awards (Election Commission Chairman/Color Guard/County Party Chairmen)</li> </ol>
<b>9:00 AM</b>	<p><b>County Election Speeches:</b> In Designated County Areas</p>
<b>9:00 AM</b>	<p><b>Election Commission Meet:</b> - Lift Lodge</p> <ol style="list-style-type: none"> <li>1. Finalize City and County General Election Ballots</li> <li>2. Refine and Review Election Procedures</li> </ol>
<b>9:15 AM</b>	<p><b>Campaigning and Bill Writing</b></p>
<b>10:10 AM</b>	<p><b>Break</b></p>
<b>10:15 AM</b>	<p><b>City and County General Elections:</b> In Designated <b>City Meeting Area</b></p> <ol style="list-style-type: none"> <li>1. Election Commission Representative outlines the City/County General Election procedure and answers questions</li> <li>2. Conducts City/County General Election</li> </ol>
<b>10:30 AM</b>	<p><b>Election Commission Meet:</b> - Lift Lodge. Directly after the City and County General Election has been complete.</p> <ol style="list-style-type: none"> <li>1. Count Votes and fill out necessary forms</li> </ol>
<b>10:30 AM</b>	<p><b>City Meeting: Role Definitions</b> Counselors will guide cities on the nature of each city position, and discuss how Problem Based Learning will be structured when government operations begin.</p>
<b>11:00 AM</b>	<p><b>County Meeting: Role Definitions</b> Counselors will guide cities on the nature of each county position, and discuss how Problem Based Learning will be structured when government operations begin.</p>

11:15 AM	<b>Bar Association Meeting:</b> - Columbine 114. All those who passed the bar exam will meet to discuss the roles of lawyers and to ensure all are aware of the Court's cases available for argumentation.
12:00 PM	<b>Lunch</b> <ul style="list-style-type: none"> <li>• 12:00 pm First Feed: Gilchrist County</li> <li>• 12:10 pm Second Feed: Kohler County</li> <li>• 12:20 pm Third Feed: McVey County</li> </ul>
1:15 PM	<b>General Assembly:</b> Parliamentary Procedure Berger Hall <ol style="list-style-type: none"> <li>1. Announcements – Recreation Time and Talent Show</li> <li>2. Guest Speaker</li> <li>3. Parliamentary Procedure Review</li> <li>4. Election Results, City and County Appointments, and Unemployment</li> <li>5. Position Meetings and City and County Government Operations</li> <li>6. Retirement of Colors</li> </ol>
2:00 PM	<b>Election Results Posted:</b> Designated City Meeting Areas
2:00 PM	<b>City Government Appointments:</b> In designated <b>City Areas</b> ; City Clerk fills out City Elected and Appointed Offices Form (BSF-4B) and Elected State Senators (BSF-4C). Turn into Unemployment Headquarters (Berger Hall). <b>Those Citizens not elected to a City Government Office or not appoint to a City Government Office, must go to the County Government Offices no later than 2:30 PM.</b>  <b>Only City Government Appointments are to be made at this time</b> <b>You may only hold one position in City or County Government</b>
2:30 PM	<b>County Government Appointments:</b> In designated County Areas; County Clerk and Recorder fills out County Elected and Appointed Officials (BSF-4D) and turn into counselor. <b>This is only for citizens elected to County Government and those not elected or appointed to a City Government Office.</b>  <b>All County Government Appointments are to be made until this time.</b> <b>You may only hold only one position in City or County Government</b>
2:45 PM	<b>Unemployment Opens:</b> All Citizens <i>not</i> elected or appointed to a City or County office report to the Breckenridge 5106 for Position Appointments  <b>Anyone without a full time job assignment in City or County Government.</b>
2:45 PM	<b>Position Packet Distribution</b> - Breckenridge 5104 <ul style="list-style-type: none"> <li>• City and County Parks and Recreation Directors</li> <li>• City and County Treasurer/Auditor</li> <li>• Mayors &amp; County Commissioners</li> <li>• City Council</li> </ul>

<b>3:00 PM</b>	<b>Recreation Time &amp; Talent Show Rehearsal:</b> Follow Counselor Instructions
<b>5:00 PM</b>	<b>Dinner</b> <ul style="list-style-type: none"> <li>• 5:00 pm First Feed: Kohler County</li> <li>• 5:10 pm Second Feed: McVey County</li> <li>• 5:20 pm Third Feed: Gilchrist County</li> </ul>
<b>6:15 PM</b>	<b>Flag Ceremony:</b> West Lawn
<b>6:30 PM</b>	<b>City and County Government Open for Business</b>
<b>10:00 PM</b>	<b>Nightly City Meetings:</b> On City floor <ol style="list-style-type: none"> <li>1. Have each person say their position and job description</li> </ol> <b>NO ONE IS PERMITTED OFF THE FLOOR AFTER 10:00 PM</b>
<b>11:00 PM</b>	<b>Lights Out:</b> All Citizens in their rooms.

**MONDAY, JUNE 3, 2019**  
Colorado Boys State Agenda

Day 3: State Party Conventions and Primaries

<b>6:50 AM</b>	<p><b>Breakfast</b></p> <ul style="list-style-type: none"> <li>• 6:50 am First Feed: McVey County</li> <li>• 7:00 am Second Feed: Gilchrist County</li> <li>• 7:10 am Third Feed: Kohler County</li> </ul>
<b>8:15 AM</b>	<p><b>Flag Ceremony:</b> West Lawn</p> <ol style="list-style-type: none"> <li>1. Announcements and Directors Update</li> </ol>
<b>8:30 AM</b>	<p><b>State Party Convention (Columbine Room 128/Federalists-Upper Lodge Breck)</b></p> <ol style="list-style-type: none"> <li>1. Opening – Led by the Election Commission             <ol style="list-style-type: none"> <li>a. Presentation of Rules</li> <li>b. Overview of Procedures</li> </ol> </li> <li>2. Elect Party Leadership             <ol style="list-style-type: none"> <li>a. State Party Chairman*</li> <li>b. State Party Secretary</li> <li>c. State Party Parliamentarian*</li> </ol> </li> <li>3. Nomination of State Level Offices (once nominated you cannot decline your nomination for another office)             <ol style="list-style-type: none"> <li>a. Governor (2 candidates)</li> <li>b. Lieutenant Governor (2 candidates)</li> <li>c. United States Senators (4 candidates)</li> <li>d. Secretary of State (2 candidates)</li> <li>e. State Treasurer (2 candidates)</li> <li>f. Attorney General (2 candidates)**</li> </ol> </li> </ol> <p>All elections and nominations must be completed by <b>Noon</b>.</p> <ol style="list-style-type: none"> <li>4. Use the remaining time for campaigning</li> </ol> <p>*Must pass Parliamentary Procedure Exam **Must pass Bar Exam</p>
<b>11:00 AM</b>	<p><b>Election Commission Meet:</b> - Lift Lodge</p> <ol style="list-style-type: none"> <li>1. Refine and Review State Party Primary Election Procedures</li> <li>2. Finalize State Party Primary Election Ballots</li> </ol>
<b>12:00 PM</b>	<p><b>Lunch</b></p> <ul style="list-style-type: none"> <li>• 12:00 pm First Feed: Gilchrist County</li> <li>• 12:10 pm Second Feed: Kohler County</li> <li>• 12:20 pm Third Feed: McVey County</li> </ul>

<b>1:15 PM</b>	<b>General Assembly:</b> Berger Hall. Guest Speaker and State Party Primary Procedures. <ol style="list-style-type: none"> <li>1. Posting of Colors</li> <li>2. Chaplain</li> <li>3. Guest Speaker</li> <li>4. Announcements and Directors Update</li> <li>5. Awards (City of the Day/County of the Day/State Party Chairmen/Rec Time)</li> <li>6. Election Commissioner Chairman outlines the State Party Primary Election procedure and answers questions</li> </ol>
<b>2:15 PM</b>	<b>State Primary Elections:</b> Nationalists in Columbine Room 324/Federalists in Columbine Room 325
<b>2:45 PM</b>	<b>City and County Government Opens for Business</b> (All Election Commissioners are excused for official Election Commission Duties)
<b>2:45 PM</b>	<b>Election Commission Meets:</b> - Lift Lodge <ol style="list-style-type: none"> <li>1. Count State Party Primary Ballots</li> <li>2. Finalize State General Election Ballot</li> <li>3. Refine and Review State General Election Procedures</li> </ol>
<b>4:30 PM</b>	<b>General Assembly:</b> Berger Hall. Presentation of General Election Candidates <ol style="list-style-type: none"> <li>1. Announcing of General Election Candidates – Introduced by Party Chairmen  <ol style="list-style-type: none"> <li>a. All General Election Candidates Stay After for Video Interviews)</li> </ol> </li> <li>2. Retirement of Colors</li> </ol>
<b>5:00 PM</b>	<b>Dinner</b> <ul style="list-style-type: none"> <li>• 5:00 pm First Feed: Kohler County</li> <li>• 5:10 pm Second Feed: McVey County</li> <li>• 5:20 pm Third Feed: Gilchrist County</li> </ul>
<b>6:15 PM</b>	<b>Flag Ceremony:</b> West Lawn
<b>6:30 PM</b>	<b>Recreation Time &amp; Talent Show Rehearsal</b>
<b>8:30 PM</b>	<b>State Government Town Hall Meetings (Governor, LT Governor, US Senator Candidates only)</b> in Designated <b>City Meeting Areas</b>
<b>10:00 PM</b>	<b>Nightly City Meetings:</b> On City floor  <b>NO ONE IS PERMITTED OFF THE FLOOR AFTER 10:00 PM</b>
<b>11:00 PM</b>	<b>Lights Out:</b> All Citizens in their rooms.



# STATE PARTY CONVENTION

## PROCEDURES TO CONDUCT A STATE CONVENTION

The State Party Convention elects a State Party Chairman, Secretary, and Parliamentarian. The state party officials preside over the convention as it nominates candidates for state offices.

The State Party Convention is called to order by a Counselor and an Election Commission Representative, who will remain the presiding officers until a State Party Chairman is elected. To kick off the convention, the presiding officer will introduce the rules and procedures to entire party caucus. These rules are then voted upon and will remain in effect for the remainder of the State Party Convention. Please note: these rules and procedures may be amended.

After confirming the convention rules and procedures, nominations for State Party Chairman will be opened. Once a State Party Chairman is elected, he will take over as the presiding officer for the remainder of the State Party Convention; leading with the nomination and election process for the State Party Secretary and State Party Parliamentarian.

**Please Note:** to become an eligible candidate for State Party Chairman or State Party Parliamentarian, you must pass the Parliamentary Procedure Exam. A list of eligible citizens will be provided to the Election Commission Representative leading the State Party Convention from the Election Commission.

Once the party leadership is in place, the State Party Chairman will open up nominations for the State elected positions in the following order: Governor (2), Lieutenant Governor (2), United States Senator (4), Secretary of State (2), Attorney General (2), and State Treasurer (2). Once all State positions are nominated, the remaining time should be used for campaigning and strategizing for the State Party Primary Election. The candidate who receives a majority of the votes in the State Party Primary (except for US Senator-top two vote getters) will move on to the General Election.

**Please Note:** to become an eligible candidate for Attorney General, you must pass the Bar Exam. A list of eligible citizens will be provided by the Election Commission to the State Party Secretary.

**Once the State Party Convention is completed, the BSF-1C must be finalized by the State Party Secretary and turned into the Election Commissioner President.**

## **RULES PERTAINING TO NOMINEES FOR STATE OFFICIALS AND PARTY LEADERSHIP**

1. A citizen may only appear once on the State Primary and General Election ballot.
  - a. All citizens elected or appointed to a City or County Government Office are eligible for all State elections.
2. All citizens are eligible to appear on the State Level ballot:
  - a. Election Commissioner: Must resign as an Election Commissioner prior to the opening of the State Party Convention if a Commissioner will want to run for a State Party Office or be nominated for a State Level Office.
  - b. State Party Leadership (Chairman, Secretary, and Parliamentarian): Once elected to a State Party Leadership position, he can resign but cannot be nominated for a State Level Office.
    - i. Election of a new State Party Chairman: Led by the Election Commission Representative with the support of a Counselor. Anyone can be nominated and they must have passed the Parliamentary Procedure Exam. The election of the State Party Chairman should follow The Rules Governing State Party Conventions.
    - ii. Election of a new State Party Secretary: Led by the State Party Chairman. Anyone can be nominated (unless they already hold a State Party leadership position). The election of the State Party Secretary should follow The Rules Governing State Party Conventions.
    - iii. Election of a new State Party Parliamentarian: Led by the State Party Chairman. Anyone can be nominated (unless they already hold a State Party leadership position) and they must have passed the Parliamentary Procedure Exam. The election of the State Party Parliamentarian should follow The Rules Governing State Party Conventions.
3. Once a citizen receives a nomination and is chosen to appear on the State Party Primary Ballot, he may not resign or run for another office.
4. Election Commissioners Representative Role
  - a. Service as the presiding officer until the State Party Chairman is elected.
    - i. If the Chairman were to resign, he would serve in this regard until a new chair is elected.
  - b. Special Assistant to the State Party Secretary:
    - i. Provide a list of those citizens who have passed the Bar and Parliamentary Procedure Exams.
    - ii. Support all needs of the State Party Secretary in developing polleverywhere.com votes.
5. Requirements for Nomination:
  - a. State Party Chairman – Pass Parliamentary Procedure Exam
  - b. State Party Secretary – None
  - c. State Party Parliamentarian – Pass Parliamentary Exam
  - d. Attorney General –Pass Bar Exam

## THE RULES GOVERNING STATE PARTY CONVENTIONS

1. Delegates will be seated according to City in the same section as their County.
2. Cities will be polled alphabetically in nomination and voting.
3. During the roll call for nominations, the City when called, nominates its candidate(s).
  - a. Individuals cannot self-nominate, and every nomination must be seconded by some other than the nominator and nominee.
  - b. There are not to be any nomination speeches at this time.
4. Once all Cities have been polled, a final call for nominations will be taken. Once all nominations have been made, nominations will be closed.
5. Rules for Party Leadership:
  - a. If more than 8 nominees:
    - i. All candidates are permitted to speak for up to 30 seconds in the order of nomination. Once all candidates have used their 30 seconds, each will be given the opportunity to state their name and Boys State City.
    - ii. Vote for up to 8 candidates and top 8 move forward.
      1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - iii. Remaining 8 candidates are permitted to speak for up to 45 seconds in the order of nomination. Once all candidates have used their 45 seconds, each will be given the opportunity to state their name and Boy State City.
    - iv. Vote for up to 4 candidates and top 4 move forward.
      1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - v. Remaining 4 candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their 1 minute, each will be given the opportunity to state their name and Boy State City.
    - vi. Vote for up to 2 candidates and top 2 candidates move forward.
      1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - vii. Remaining 2 candidates are permitted to speak for up to 1 minute in the order of nomination. Once both candidates have used their 1 minute, each will be given the opportunity to state their name and Boys State City.
    - viii. Vote for one candidate, and the winner assumes the State Party Office.
      1. If there is a tie, it will be broken by a coin flip performed by the election commission representative and monitored by a counselor.
  - b. If 5 to 8 nominees:
    - i. All candidates are permitted to speak for up to 45 seconds in the order of nomination. Once all candidates have used their 45 seconds, each will be given the opportunity to state their name and Boy State City.
    - ii. Vote for up to 4 candidates and top 4 move forward.

1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - iii. Remaining 4 candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their 1 minute, each will be given the opportunity to state their name and Boy State City.
    - iv. Vote for up to 2 candidates and top 2 candidates move forward.
      1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - v. Remaining 2 candidates are permitted to speak for up to 1 minute in the order of nomination. Once both candidates have used their 1 minute, each will be given the opportunity to state their name and Boys State City.
    - vi. Vote for one candidate, and the winner assumes the State Party Office.
      1. If there is a tie, it will be broken by a coin flip performed by the election commission representative and monitored by a counselor.
  - c. If 3 or 4 nominees:
    - i. All candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their 1 minute, each will be given the opportunity to state their name and Boy State City.
    - ii. Vote for up to 2 candidates and top 2 candidates move forward to the State Party Primary Election.
      1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - iii. Remaining 2 candidates are permitted to speak for up to 1 minute in the order of nomination. Once both candidates have used their 1 minute, each will be given the opportunity to state their name and Boys State City.
    - iv. Vote for one candidate, and the winner assumes the State Party Office.
      1. If there is a tie, it will be broken by a coin flip performed by the election commission representative and monitored by a counselor.
  - d. If 2 nominees:
    - i. Each candidate is permitted up to 2 minutes to speak in the order of nomination. Once both candidates have used their speaking time, each will be given the opportunity to state their name and Boys State City.
    - ii. Vote for one candidate, and the winner assumes the State Party Office.
      1. If there is a tie, it will be broken by a coin flip performed by the election commission representative and monitored by a counselor.
  - e. If 1 nominee:
    - i. Assumes the State Party Office.
6. Rules for State Level Offices:
  - a. If more than 8 nominees:
    - i. All candidates are permitted to speak for up to 45 seconds in the order of nomination. Once all candidates have used their 45 seconds, each will be given the opportunity to state their name and Boys State City.

- ii. Vote for up to 8 candidates and top 8 move forward.
      - 1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - iii. Remaining 8 candidates are permitted to speak for up to 1 minutes in the order of nomination. Once all candidates have used their 1 minutes, each will be given the opportunity to state their name and Boy State City.
    - iv. Vote for up to 4 candidates and top 4 move forward.
      - 1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - v. Remaining 4 candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their minute, each will be given the opportunity to state their name and Boy State City.
    - vi. Vote for up to 2 candidates and top 2 candidates move forward to the State Party Primary Election.
      - 1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
  - b. If 5 to 8 nominees:
    - i. All candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their 1 minute, each will be given the opportunity to state their name and Boy State City.
    - ii. Vote for up to 4 candidates and top 4 move forward.
      - 1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
    - iii. Remaining 4 candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their minute, each will be given the opportunity to state their name and Boy State City.
    - iv. Vote for up to 2 candidates and top 2 candidates move forward to the State Party Primary Election.
      - 1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
  - c. If 3 or 4 nominees:
    - i. All candidates are permitted to speak for up to 1 minute and 30 seconds in the order of nomination. Once all candidates have used their 1 minute and 30 seconds, each will be given the opportunity to state their name and Boy State City.
    - ii. Vote for up to 2 candidates and top 2 candidates move forward to the State Party Primary Election.
      - 1. If there is a tie for the final position(s), a run-off off will be done for only those candidates.
  - d. If 2 nominees:
    - i. Both candidates move forward to State Party Primary Election.
  - e. If 1 nominee:

- i. Appears unopposed on State Party Primary Election ballot.
- 7. Rules for US Senate:
  - a. If more than 8 nominees:
    - i. All candidates are permitted to speak for up to 1 minute in the order of nomination. Once all candidates have used their 1 minute, each will be given the opportunity to state their name and Boys State City.
    - ii. Vote for up to 8 candidates and top 8 move forward.
      - 1. If there is a tie for the final position(s), a run-off will be done for only those candidates.
    - iii. Remaining 8 candidates are permitted to speak for up to 2 minutes in the order of nomination. Once all candidates have used their 2 minutes, each will be given the opportunity to state their name and Boy State City.
    - iv. Vote for up to 4 candidates and top 4 candidates move forward to the State Party Primary Election.
      - 1. If there is a tie for the final position(s), a run-off will be done for only those candidates.
  - b. If 5 to 8 nominees:
    - i. All candidates are permitted to speak for up to 2 minutes in the order of nomination. Once all candidates have used their 2 minutes, each will be given the opportunity to state their name and Boy State City.
    - ii. Vote for up to 4 candidates and top 4 candidates move forward to the State Party Primary Election.
      - 1. If there is a tie for the final position(s), a run-off will be done for only those candidates.
  - c. If 3 or 4 nominees:
    - i. All candidates move forward to State Party Primary Election.
  - d. If 2 nominees:
    - i. Candidates appear unopposed on State Party Primary Election ballot.
- 8. The Parliamentarian serves as timer. He shall set an audio timer for each speech.
- 9. All voting is to be done by using polleverywhere.com set up by the State Party Secretary (Name on Name Tag – Boys State City) with help from the Election Commission. If electronic voting is not available, then the raising of hands is the preferred method.
- 10. Results of all voting should not be shared with the candidates.
- 11. Where the caucus rules do not take care of a situation, Roberts Rules of Order prevail.

\*Selection of party candidates for the State Party Leadership and Primary Ballot are subject to the established rules. These rules are voted upon by the entire party and are subject to change by the party prior to selecting primary election candidates.

#### **THE OPERATIONAL PROCEDURE FOR STATE PARTY CONVENTIONS**

1. An Election Commission Representative serves as the presiding officer until the State Party Chairman is elected.

- a. The Election Commission Representative opens the caucus by presenting the State Party Convention Rules and Procedures
  - b. Conduct the Election of the State Party Chairman
2. Once the State Party Chairman is elected, he shall conduct the following:
  - a. Election of the rest of the State Party Leadership:
    - i. State Party Secretary
    - ii. State Party Parliamentarian
  - b. Nomination of the State Offices:
    - i. Governor
    - ii. Lieutenant Governor
    - iii. US Senators
    - iv. Secretary of State
    - v. State Treasurer
    - vi. Attorney General
3. Close State Party Caucus no later than Noon. If there is any remaining time, the State Party Chairman shall instruct the citizens to develop election strategies and to camping.

**TUESDAY, JUNE 4, 2019**  
Colorado Boys State Agenda

Day 4: State General Election

<b>6:50 AM</b>	<p><b>Breakfast</b></p> <ul style="list-style-type: none"> <li>• 6:50 am First Feed: McVey County</li> <li>• 7:00 am Second Feed: Gilchrist County</li> <li>• 7:10 am Third Feed: Kohler County</li> </ul>
<b>8:15 AM</b>	<p><b>Flag Ceremony:</b> West Lawn</p> <ol style="list-style-type: none"> <li>1. Announcements and Updates</li> </ol>
<b>8:30 AM</b>	<p><b>Open Forum:</b> Divide into State Parties. Nationalist candidates will attend Federalist and Federalist candidates will attend Nationalist Convention.</p> <ol style="list-style-type: none"> <li>1. All Candidate Video Interviews</li> <li>2. Candidate Introductions</li> <li>3. Candidate Speeches (&lt;2 minutes)             <ol style="list-style-type: none"> <li>a. Secretary of State</li> <li>b. State Treasurer</li> <li>c. Attorney General</li> </ol> </li> <li>4. Open Forum for Above Candidates</li> </ol>
<b>8:55 AM</b>	<p><b>Break</b></p>
<b>9:00 AM</b>	<p><b>General Assembly:</b> - Berger Hall. State General Election Procedures and Candidate Speeches</p> <ol style="list-style-type: none"> <li>1. Final Candidate Speeches (Candidate Intro by Party Chairman party order by coin flip before assembly)             <ol style="list-style-type: none"> <li>a. Governor (2 minutes)</li> <li>b. Lieutenant Governor (2 minutes)</li> <li>c. US Senator (2 minutes)</li> <li>d. Secretary of State (45 seconds)</li> <li>e. State Treasurer (45 seconds)</li> <li>f. Attorney General (45 seconds)</li> </ol> </li> <li>2. Election Commissioner Chairman outlines the State General Election procedure and answers questions</li> </ol>
<b>9:30 AM</b>	<p><b>State General Election:</b> - Berger Hall</p>
<b>10:00 AM</b>	<p><b>General Assembly:</b> Election Results – Berger Hall (LT. Governor fills out BSF-4K – State Elected and Appointed Officials during lunch). All citizens will work on bill writing until the Election Commission announces the results of the election.</p>
<b>10:30 AM</b>	<p><b>Newly Elected State Officers Meet</b> Prepare the Governor’s Appointments for announcement at the 1:15 pm General Assembly. <b>Calendar Committees Meet</b> (BSF-7)</p>



<b>10:30 AM</b>	<b>City and County Government Operations</b> (All Election Commissioners and members of the House and Senate Calendar Committees are excused for official duties)
<b>12:00 PM</b>	<b>Lunch</b> <ul style="list-style-type: none"> <li>• 12:00 pm First Feed: Gilchrist County</li> <li>• 12:10 pm Second Feed: Kohler County</li> <li>• 12:20 pm Third Feed: McVey County</li> </ul>
<b>1:15 PM</b>	<b>General Assembly:</b> - Berger Hall. Guest Speaker and Instilment of State Government <ol style="list-style-type: none"> <li>1. Guest Speaker</li> <li>2. Introduction of State Elected Officials</li> <li>3. Inauguration of State Officials</li> <li>4. Governor’s Inauguration Address</li> <li>5. Governor’s Appointment (Supreme Court-7 (must pass Bar exam); Executive Director of Agriculture-1; Executive Director of Corrections-1; Executive Director of Education-1; Executive Director of Human Services-1; Executive Director of Labor &amp; Employment-1; Executive Director of Local Affairs-1; Executive Director of Military &amp; Veterans Affairs-1; Executive Director of Natural Resources-1; Executive Director of Public Health &amp; Environment-1; Executive Director of Public Safety-1; Executive Director of Regulatory Agencies-1; Executive Director of Transportation-1; Governors Chief of Staff-1)</li> <li>6. Awards (City of the Day/County of the Day/State Party Nominees/Rec Time)</li> <li>7. Retirement of Colors</li> </ol>
<p><b>You started out as an eager but unacquainted group of young men ready to form the government of the 51<sup>st</sup> State. That government is now assembled and functioning. It is now necessary to create laws that make the government a better and more realistic regulator of our society. So give it all your newfound abilities that make the 51<sup>st</sup> what it is today, The American Legion Colorado Boys State.</b></p>	
<b>2:00 PM</b>	<b>State Government Open for Business</b> <ol style="list-style-type: none"> <li>1. <b>Senate:</b> Called to order by the President of the Senate (Nationalist Party Chairman) Columbine Room 128 <ol style="list-style-type: none"> <li>a. Elect a Clerk</li> <li>b. Elect a Parliamentarian*</li> <li>c. Elect a Sergeant-at-Arms</li> <li>d. Reading of Rules by Sergeant-at-Arms</li> <li>e. Receive report from the Chairman of the Senate Calendar Committee, and the Presentation of the Calendar Committee Order of Business (BSF-7) and the bills for first reading by the Clerk.</li> <li>f. Establish committees</li> <li>g. After all bills are introduced and received their first reading they are sent to the respective committees</li> <li>h. Begin Committee work</li> </ol> </li> <li>2. <b>House of Representatives:</b> Called to order by the Speaker of the House (Federalist Party Chairman) Upper Lodge-Breckenridge <ol style="list-style-type: none"> <li>a. Elect a Clerk</li> <li>b. Elect a Parliamentarian*</li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>c. Elect a Sergeant-at-Arms</li> <li>d. Reading of Rules by Sergeant-at-Arms</li> <li>e. Receive report from the Chairman of the Senate Calendar Committee, and the Presentation of the Calendar Committee Order of Business (BSF-7) and the bills for first reading by the Clerk.</li> <li>f. Establish committees</li> <li>g. After all bills are introduced and received their first reading they are sent to the respective committees</li> <li>h. Begin Committee work</li> </ul> <p>3. <b>Executive Branch:</b> Called to order by the Governor in Columbine 324/325</p> <ul style="list-style-type: none"> <li>a. Work on Problems</li> <li>b. Develop Budget</li> <li>c. Attorney General – may appoint up to 2 staff who have passed the Bar Exam</li> <li>d. Secretary of State – build staff from election commissioners based on budget availability.</li> </ul> <p>4. <b>Supreme Court</b> Columbine 114</p> <ul style="list-style-type: none"> <li>a. Appoint up to 3 clerks</li> <li>b. Supreme Court Orientation</li> </ul> <p style="text-align: center;">*Must pass Parliamentary Procedure Exam</p>
<b>5:00 PM</b>	<p><b>Dinner</b></p> <ul style="list-style-type: none"> <li>• 5:00 pm First Feed: Kohler County</li> <li>• 5:10 pm Second Feed: McVey County</li> <li>• 5:20 pm Third Feed: Gilchrist County</li> </ul>
<b>6:15 PM</b>	<b>Flag Ceremony:</b> West Lawn
<b>6:30 PM</b>	<b>Recreation Time &amp; Talent Show Rehearsal</b>
<b>8:30 PM</b>	<b>City and County Government Open for Business</b> if any State Senators are elected or appointed to a State office, the Mayor must appoint, and council approve a replacement State Senator.
<b>10:00 PM</b>	<p><b>Nightly City Meetings:</b> On City floor</p> <p><b>NO ONE IS PERMITTED OFF THE FLOOR AFTER 10:00 PM</b></p>
<b>11:00 PM</b>	<b>Lights Out:</b> All Citizens in their rooms.

## PROCEDURES FOLLOWED IN PASSING BILLS IN THE STATE SENATE AND HOUSE OF REPRESENTATIVES

### 1. Calendar Committee Review

- a. The Committee Chairman brings the bills to his committee meeting for discussion
- b. All bills are reviewed by the committee and grouped by content to help determine which bills will move forward
  - i. All bills are to be considered and grouped by content and organized into a main bill to be present to the respective legislator.
- c. Establishes the Order of Business (BSF-7) for the first reading
- d. Bills are forwarded from the Calendar Committee:
  - i. Senate Clerk
  - ii. House Clerk
- e. Provide a list of recommended committees to their respective chambers leadership. Said committees are:
  - i. Finance and Appropriations (Taxation and Expenditure)
  - ii. Transportation
  - iii. Education
  - iv. Judiciary
  - v. Healthy and Human Services
  - vi. Local Governments
  - vii. Business, Labor, Technology
- f. The above mentioned committees may be modified, created or eliminated upon a 2/3 vote of the Calendar Committee
- g. No more than 11 committees may exist in the House and 8 in the Senate

### 2. Introduction

- a. All bills and resolutions must be introduced by a member of the legislature. Senators introduce their bills in the Senate and Representatives introduce their bills in the House.
- b. The bill itself must bear the name of a member or the names of a group of members of the legislature.
- c. Introduction of a bill is limited to 45 seconds and no questions are permitted at this time.
- d. All bills must be turned into the Senate or House Calendar Committee for ordering, approval, and forwarding to the Senate or House Secretary for first reading.
- e. All revenue bills must originate in the House.

### 3. First reading by the clerk

- a. All bills are numbered consecutively
- b. Introduced by the Secretary of the chamber by its number and title (example: Senate Bill 06 – The Integration of Boys and Girls State)
- c. To be read by the Clerk (with the help of the author if possible)
- d. Bill is read, there is no debate at this time

### 4. Bills and Members assigned to committees by Speaker of the House/President of the Senate

- a. Each Calendar Committee will pre-establish committees based off of the bills they have reviewed, and provide recommended committee assignments for each bill
- b. The Speaker/President shall assign each bill to a specific committee for consideration.

- c. Each member of the House and Senate will serve on one committee and may not serve on more than one committee.
  - d. The Speaker of the House and President of the Senate will appoint members of their respective chambers to each committee
    - i. House – no more than 11 members and a minimum of 7 on a committee and no more than 3 can be from the same city
    - ii. Senate – no more than 6 members and a minimum of 4 on a committee and no more than 2 can be from the same city
    - iii. Leadership may ask for volunteers, but they hold the ultimate decision on committee assignments
    - iv. The Speaker of the House and President of the Senate will assign the Chairman and Vice Chairman for each committee
5. **Committee Hearing (where public testimony & amendments may be offered) in consideration of the bill**
- a. Earliest stage of bill review and the workhorse of the legislator
  - b. Review assigned bills
    - i. Receive testimony from public, including the governor’s staff and bill sponsors, on the bill
    - ii. Develop recommended amendments and mark-up bill as needed
  - c. After public testimony, debate on each bill in committee shall be limited to 8 minutes.
  - d. Vote on the bill for either a favorable report to the full chamber, an unfavorable report, or postpone indefinitely, effectively killing the bill. All bills with a vote (favorable or unfavorable) shall be given to the Calendar Committee to be placed on the docket
6. **Committee reports offered**
- a. Provide a brief report of the bill, favorable or unfavorable, and provide a minority report for the opposite view, if available.
  - b. Attach the report to the bill so that it can be referenced if needed
7. **Calendar Committee**
- a. Once a bill comes out of committee, it is sent to the Calendar Committee to be placed on the docket for the next full legislative session (BSF-7)
8. **Second reading of the bill (may include debate and additional amendments)**
- a. Where most of the debate on the bill occurs
  - b. Committee chairmen shall present the marked-up bills, providing a brief summary of committee reports.
  - c. Each representative is limited to a total of 2 minutes of debate per bill in the House. (Example: For Bill 000, Representative A debates for 30 seconds, and Representative B for 50 seconds. Representative A has 1 minute 30 seconds remaining on Bill 000 and Representative B has 1 minute and 10 seconds.)
  - d. Each senator is limited to a total of 3 minutes of debate per bill in the Senate.
  - e. The Parliamentarians shall be responsible for tracking debate time and limits, and the boys are encouraged to bind themselves to an honor code of keeping time themselves.
  - f. A motion to end debate requires a 2/3 vote. This vote shall be done only by roll call vote, in which each member's name is called and their vote counted. This rule cannot be suspended. The Clerk is charged with creating and maintaining a list of individuals in their house with assistance from the Parliamentarian.
  - g. The bill may be passed or voted down by a majority vote. *There are no filibusters at Boys State.*
  - h. Amendments - Must be voted on

**9. Third and final reading of the bill**

- a. A third reading is necessary only when a bill was passed with amendments
- b. The bill comes up on the schedule for Third Reading
  - i. A roll call vote is taken on final passage of the bill
  - ii. Every bill that has been voted on by committee must be voted on by the Senate or House at least once

**10. Goes to the other chamber (House or Senate) for the same process (steps 1-7)**

- a. The first chamber that passed a bill sends it in legal form with all amendments to the Second House with a message stating the bill passed
- b. The second body introduces the bill and follows the normal legislative procedures
- c. If the bill passes the second chamber without being amended
  - i. The bill is sent to the Governor for his actions
  - ii. A message so stating. If there are amendments added, the First Chamber must concur with those amendments.
- d. If the bill passes the second chamber with amendments, the bill moves to a 6 person Conference Committee.

**11. Conference Committees resolve the differences between the House and Senate versions of bills**

- a. A conference committee is made up of two delegations (one from the Senate and one from the House) with three members each, selected by the president and Speaker. The conference committee meets in attempt to work out a common language acceptable to both the Senate and House when agreement could not be reached through individual committees or floor amendments.
- b. Any agreement reached by the Conference Committee is tentative. They must be submitted to both chambers for full floor consideration. The agreement reached is presented as a full-bill amendment. That is, the conference committee takes all modifications and present it as one amendment. No further amendments can be made by the individual chambers (there is only a yes-or-no vote). If either chamber rejects the agreement, the bill fails.
- c. Conference Committee members are appointed by the Speaker of the House and President of the Senate.

**12. Governors Actions**

- a. Signs the Bill – Becomes Law
  - i. Become effective immediately
  - ii. An established time is provided for in the bill
- b. Refuses to sign the Bill (pocket veto) - The bill will not become law if the Governor does not the bill within 2 hours after it's passed the second chamber.
- c. Veto – Sent back to the house where the bill originated
  - i. In its current form, it must pass both houses with a 2/3 vote to become Law

**13. Gubernatorial Appointee Confirmation**

- a. The Gubernatorial appointees for Chief of Staff and entire Colorado Boys State Supreme Court must appear before the Senate Judiciary Committee for consideration.
- b. The Senate Judiciary Committee shall hold hearings and other testimony regarding the nominees' qualifications. The committee shall render an opinion based on majority vote to the consideration of the full Senate.
- c. In order to confirm a nominee, the Senate must approve by a 2/3 vote.
- d. Once confirmed, the Colorado Boys State Supreme Court will elect their Chief Justice from within.
- e. All other Governor Appointees will assume their roles without confirmation hearings.

**14. Other Actions**

- a. Any actions not directly address in this section can be found in the Colorado State Legislator Rules.

**WEDNESDAY, JUNE 5, 2019**  
Colorado Boys State Agenda

Day 5: Legislation Day

<b>6:50 AM</b>	<b>Breakfast</b> <ul style="list-style-type: none"> <li>• 6:50 am First Feed: McVey County</li> <li>• 7:00 am Second Feed: Gilchrist County</li> <li>• 7:10 am Third Feed: Kohler County</li> </ul>
<b>8:15 AM</b>	<b>Flag Ceremony:</b> West Lawn
<b>8:30 AM</b>	<b>Final Session of City and County Government Operations</b>
<b>11:30 AM</b>	<b>Pictures:</b> By City Lined up, Tallest to Shortest
<b>12:00 PM</b>	<b>Lunch</b> <ul style="list-style-type: none"> <li>• 12:00 pm First Feed: Gilchrist County</li> <li>• 12:10 pm Second Feed: Kohler County</li> <li>• 12:20 pm Third Feed: McVey County</li> </ul>
<b>1:15 PM</b>	<b>General Assembly:</b> - Berger Hall. Speaker and Retire the Colors <ol style="list-style-type: none"> <li>1. Posting of Colors</li> <li>2. Chaplain</li> <li>3. Announcements and Director's Update</li> <li>4. Guest Speaker</li> <li>5. Governors Address – Ongoing Legislation and Problems</li> <li>6. Awards (City of the Day/County of the Day/State Elected Officials/Rec Time)</li> </ol> Retire the Colors
<b>2:00 PM</b>	<b>State Government resumes operation</b> <ol style="list-style-type: none"> <li>1. House and Senate – consideration of bills by committees (if needed) and at 2:30 full chamber consideration of bills that have cleared committee process, consider bills from the other chamber. <ol style="list-style-type: none"> <li>a. If needed, a committee can convene during a full session of congress.</li> <li>b. Calendar committee can meet as needed</li> </ol> </li> <li>2. Executive Branch – finalize budget and work on problems</li> <li>7. Supreme Court – continue case work</li> </ol>
<b>5:00 PM</b>	<b>Dinner</b> <ul style="list-style-type: none"> <li>• 5:00 pm First Feed: Kohler County</li> <li>• 5:10 pm Second Feed: McVey County</li> <li>• 5:20 pm Third Feed: Gilchrist County</li> </ul>
<b>6:15 PM</b>	<b>Flag Ceremony:</b> West Lawn
<b>6:30 PM</b>	<b>State Government resumes operations</b>

	<ol style="list-style-type: none"> <li>1. House and Senate – consideration of bills by full chamber and committee if needed <ol style="list-style-type: none"> <li>a. Calendar Committees and Chamber Heads: assign bills, giving priority to executive legislation</li> </ol> </li> <li>2. Executive Branch – work on problems</li> <li>3. Supreme Court – continue case work</li> </ol>
<b>7:30 PM</b>	<b>Talent Show</b> (Berger Hall)
<b>10:00 PM</b>	<b>Nightly City Meetings:</b> On City floor  <b>NO ONE IS PERMITTED OFF THE FLOOR AFTER 10:00 PM</b>
<b>11:00 PM</b>	<b>Lights Out:</b> All Citizens in their rooms.



**THURSDAY, JUNE 6, 2019**  
Colorado Boys State Agenda

Day 6: Graduation Day

<b>6:50 AM</b>	<p><b>Breakfast</b></p> <ul style="list-style-type: none"> <li>• 6:50 am First Feed: McVey County</li> <li>• 7:00 am Second Feed: Gilchrist County</li> <li>• 7:10 am Third Feed: Kohler County</li> </ul>
<b>8:15 AM</b>	<b>Flag Ceremony:</b> West Lawn
<b>8:30 AM</b>	<p><b>State Government open for business</b></p> <ol style="list-style-type: none"> <li>1. House and Senate – consideration of bills and passing final legislation</li> <li>2. Executive Branch – work on problems</li> <li>3. Supreme Court – continue case work</li> </ol>
<b>12:00 PM</b>	<p><b>Lunch</b></p> <ul style="list-style-type: none"> <li>• 12:00 pm First Feed: Gilchrist County</li> <li>• 12:10 pm Second Feed: Kohler County</li> <li>• 12:20 pm Third Feed: McVey County</li> </ul>
<b>1:30 PM</b>	<p><b>Joint Session of Congress:</b> – Berger Hall. All Senators, Representatives, and State Officials will meet in a Joint Session of Congress. The Governor will present his State of the 51<sup>st</sup> State address. Awards (City of the Day/County of the Day/Talent Show Winner/Best Bill/Most Bills up for consideration)</p>
<b>4:00 PM</b>	<b>Prepare for Graduation Ceremony</b>
<b>5:00 PM</b>	<p><b>Dinner</b></p> <ul style="list-style-type: none"> <li>• 5:00 pm First Feed: Kohler County</li> <li>• 5:10 pm Second Feed: McVey County</li> <li>• 5:20 pm Third Feed: Gilchrist County</li> </ul>
<b>6:15 PM</b>	<p><b>Flag Ceremony:</b> West Lawn</p> <p><b>Graduation Ceremony:</b> All Citizens will remain with their Cities after Flag Ceremony, and enter the graduation ceremony in Berger Hall as directed.</p>
<b>6:30 PM</b>	<b>Graduation Ceremony Starts - Gallogly Hall</b>
<b>8:30 PM</b>	<b>Early Check out and Cleaning (Must Have Early Release Form Signed)</b>
<b>10:00 PM</b>	<b>All remaining citizens must be on their floor</b>
<b>11:00 PM</b>	<b>Lights Out:</b> All Citizens in their rooms.

**FRIDAY, JUNE 7, 2019**  
Colorado Boys State Agenda

Day 7: Check-Out

<b>6:50 AM</b>	<b>Breakfast: Follow Counselor Instructions</b>
<b>8:00 AM</b>	<b>Check out and departure</b>
<b>10:00 AM</b>	<b>Counselor and Staff Meeting</b>

**NOTE: All citizens must turn in their key and receive a signed property receipt (BSF-5) from their counselor prior to departure.**

**THANK YOU FOR A REWARDING EXPERIENCE**  
**HAVE A SAFE TRIP HOME**





**The Future is Today**

American Legion Colorado Boys State

<http://colegionboysstate.org/>