

A Legislative Book of Activities



Take a Look at What's Inside



Puzzles

Games

Trivia

History

Pictures

This book belongs to _____

I received the West Virginia Legislature's Book of Activities on:

I completed the activities in this book on:

Meet our friend and your personal tour guide, B. Sharp. B. Sharp will take you through the legislative process and we hope you will have a lot of fun while learning along the way.....

Hi! My friends call me Sharpy! We are going to have a lot of fun while learning about the Legislative Process. I hope you pay close attention, read carefully and complete all of the activities in this book.



To begin our journey through the legislative process, let's start with some words that are used when talking about the legislative process. See if you can help me find all of the words listed on the next page. Pay close attention and good luck!



WORD SEARCH

Find the hidden words. Words are written laterally, horizontally,
vertically and diagonally

W	I	X	Z	C	O	N	C	U	R	R	E	N	T	P	R	E	P	A	N	V	I	F	N	N	M	L
H	N	T	O	S	G	J	K	O	S	Q	V	O	T	R	W	G	R	N	B	G	H	D	F	A	E	F
I	T	Y	J	H	P	D	G	H	M	X	A	T	F	M	J	L	E	B	U	Y	T	M	I	A	V	C
P	E	K	L	S	F	E	A	G	G	M	H	T	E	F	J	K	S	L	D	K	U	Y	D	L	P	V
D	R	F	G	B	K	T	A	T	R	Q	I	I	D	K	F	Y	I	Q	W	R	H	E	T	Y	K	O
N	I	V	C	J	L	O	P	K	A	T	J	T	V	E	L	B	D	R	K	G	R	O	U	C	B	I
H	M	W	F	H	G	J	K	A	E	Q	Y	B	T	O	P	U	E	T	N	H	L	J	G	H	L	C
S	T	U	T	F	J	O	J	O	U	R	N	A	L	E	L	S	N	T	O	N	M	Z	G	D	V	E
R	U	M	G	D	Z	A	E	H	G	C	V	F	L	Q	E	X	T	R	N	L	M	F	K	L	K	V
U	E	J	B	Z	U	X	J	J	R	E	T	C	U	P	P	M	E	Z	Q	W	D	N	R	O	R	O
L	L	P	A	X	H	M	V	I	C	E	C	H	A	I	R	H	N	B	V	C	M	T	T	L	B	T
E	Z	W	E	E	V	S	R	G	B	F	J	A	R	M	O	E	G	J	K	L	S	Z	T	I	F	E
S	O	Y	O	A	U	L	T	H	B	J	P	I	O	I	T	T	P	R	Z	K	V	A	L	H	D	D
Q	A	Z	W	S	L	X	E	D	C	L	I	R	Q	U	E	A	Q	E	G	J	D	K	S	F	N	Q
V	X	B	T	R	U	I	O	P	O	A	V	M	L	U	M	W	Z	E	A	R	M	P	N	J	U	T
B	T	H	J	A	Q	U	E	Y	T	E	W	F	P	I	U	O	D	T	Y	L	U	A	E	O	Q	W
Z	B	S	T	A	T	U	T	E	R	P	E	T	R	S	K	J	T	B	N	T	G	Q	R	A	B	Y
G	D	G	K	L	Z	Q	U	I	R	E	A	J	H	Z	C	H	V	I	S	L	O	U	N	V	A	S
F	A	X	R	P	L	M	O	K	N	R	E	C	E	S	S	B	W	X	O	K	M	N	M	B	P	Y
Q	A	Z	W	S	X	E	D	N	R	F	V	B	G	T	Y	H	N	M	J	N	C	X	H	O	N	A
P	L	M	Z	A	S	Q	R	P	L	I	U	J	N	T	B	V	P	O	L	K	I	U	N	A	G	K
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M	L	J	P	N	O	Q	P	B	L	P	O	D	I	U	M	V	A	Y	G	J	O	K	A	J	G	Q
X	A	F	W	J	F	D	K	A	S	J	G	M	P	O	T	C	Q	X	M	R	Y	L	Q	H	J	E
N	V	H	D	G	B	S	L	H	K	D	Q	W	Z	S	R	N	J	E	X	Z	L	Q	H	L	U	T
C	B	A	G	E	N	D	A	W	F	H	R	O	L	L	C	A	L	L	V	O	T	E	J	U	H	G

WHIP

RULES

QUORUM

VOICE VOTE

ROLL CALL VOTE

ADJOURN

PROTEM

CHAIR

STATUTE

REPEAL

MOTION

CONCURRENT

JOURNAL

VICECHAIR

PODIUM

RECESS

AGENDA

SPONSOR

COMMITTEE

INTERIM

SPEAKER

PRESIDENT

LEADER

Wow! Now that was fun! The words you just helped me to uncover in the puzzle are words that will help us throughout our tour of the Legislative Process.



West Virginia is represented by a “citizen legislature.” While lawmakers are elected by the people to serve as their representative voice in government, they are also professionals in other occupations.

West Virginia’s 55 counties are represented by 34 Senators and 100 Delegates.

The West Virginia Legislature is a bicameral Legislature meaning it consists of two bodies, the Senate and the House of Delegates.

Senators are elected to four-year terms with half of the seats up for election every two years. All members of the House of Delegates are up for election every two years.

Each legislature is comprised of two sessions. Regular sessions of the Legislature begin on the second Wednesday in January of each year and last for 60 consecutive days. However, in the year a governor is inaugurated, a 30 day recess is taken after the first day of session to allow the new governor time to prepare his legislative agenda.



Senate Chamber



House Chamber



It's time for a quiz. I hope you kept a sharp eye and paid attention to what you have read.....



The West Virginia Legislature has _____ members. The Legislature is made up of members of the _____ and the _____. _____ are elected every two years while _____ are elected to four-year terms with half of the seats up for election every two years. Each Legislature is comprised of _____ sessions. Unless it is an inaugural year for governor, the Regular Session of the Legislature meets on the _____ Wednesday of _____ and lasts for _____ days.



The Three Branches of Government

West Virginia's government is divided into three branches -- The Executive, The Legislative and The Judicial -- which make up the Checks and Balances system. The Checks and Balances allows for each branch to maintain an amount of power but not be exceeded by the other two branches.

The first branch is the Executive branch. Its primary function is to carry out or execute



The Executive Branch



the laws made by the Legislature or the Constitution.

The Executive Branch also must administer the daily affairs of the state. To help carry out its duties, West Virginia voters elect five key figures:

- The Governor
- The Secretary of State
- The Treasurer
- The Commissioner of Agriculture
- The Attorney General

The best known figure of these five officials is the Governor. The Governor is elected by the voters to a four year term with a maximum of two consecutive terms.

One of the many privileges granted to the Governor is the right to address the Legislature in the Annual State of the State address. The address conveys the Governor's priorities for the state, as well as his agenda for the Legislature. He also delivers to the Legislature his proposed budget for the state. The budget is the expected expenditures for the state.

In addition to delivering his State of the State Address, the Governor is also given the veto privilege. The Governor may use the veto if a piece of legislation does not conform with the administration's philosophy and cannot be modified to complement the long range plans of the Governor. The Governor may also extend legislative sessions and call for special sessions if the need arises.

The Governor also plays a part in the judicial system as well. He or she can remit fines and penalties and grant reprieves and pardons persons convicted of certain crimes. The Governor is the only state official who is vested with these powers.

The Executive Branch also oversees state agencies such as the Departments of Transportation, Tax and Revenue, Health and Human Resources, Administration and Education and all their divisions that fall under them.



The Legislative Branch



The legislative branch is the branch of government that makes the laws. West Virginia's Legislature is a bicameral legislature, meaning there are two houses of the legislature. Our Legislature is divided into a Senate, with 34 members, and House of Delegates, with 100 members.

Senatorial and House Districts are arranged according to population. Two senators are elected from each district, with each up for election in alternating years. The number of delegates from each district is dependent upon the population from that district. All 100 members of the House of Delegates are up for election every two years.

Each of the two houses has presiding officers: The President of the Senate and The Speaker of the House. Each presiding officer is elected by the majority party of that house.

Also within each house, there are other officers who play key roles in the legislative process. Once the President and Speaker are elected, those leaders select members for certain roles. The Majority Leader and the Majority Whip promote the majority party's agenda, with the majority leader playing a more visible role. If the President or Speaker is unable to chair the floor session, a substitute, known as the Speaker/President Pro Tempore, will act as the presiding officer.

Along with presiding over the floor session, the President and Speaker also selects committee chairs as well as the majority party members of those committees.

The Minority Party also elects officers to promote their party's agenda. The Minority Leader is elected by the minority party. The Minority Leader also selects a Minority Whip. The Minority Leader also selects the minority party's membership to the committees.

According to the West Virginia Constitution, the Legislature meets annually for 60 consecutive days commencing on the second Wednesday in January. However, this changes when it is an inaugural year. The year a new governor is inaugurated, the session begins on the second Wednesday in February. It is during these 60 days that proposals or ideas can become law.



The Judicial Branch



The third branch of government is the Judicial branch. The Judiciary is made up of courts -- Supreme, Circuit, the magistrate (local) and municipal (city) courts. The Judicial branch interprets the laws.

The state judges are elected by the citizens rather than being appointed. They also run for their office as members of a political party.

The duties of the judicial branch include:

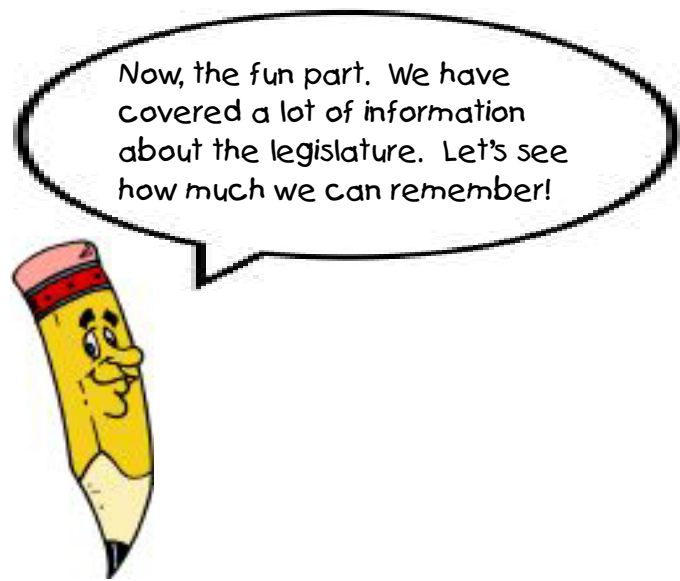
- Interpreting state laws;
- Settling legal disputes;
- Punishing violators of the law;
- Hearing civil cases;
- Protecting individual rights granted by the state constitution;
- Determining the guilt or innocence of those accused of violating criminal laws of the state;
- Acting as a check upon the legislative and executive branches of state government.

The Supreme Court of Appeals is the highest court in West Virginia and supervises the lower courts. It is comprised of five judges who are elected for twelve year terms by the voters. The Supreme Court is required to meet twice a year, in January and in September, and may hold special terms when necessary. The Supreme Court has the authority to determine if state laws and actions of state officials, including the Governor, are constitutional. Laws and executive orders cannot be enforced if they violate the state constitution.

Most cases brought before the Supreme Court are appeals that have been tried in the circuit or magistrate courts. Once a decision has been made by the Supreme Court that is the final decision, with the exception of conflicts between state and federal laws, which may be appealed to the United States Supreme Court.

Of the five Supreme Court justices, one is selected to be the Chief Justice. The selection process is a rotation between the five justices, each who serve as the chief justice for one year. The Chief Justice's duties include submitting a budget to the Legislature, and according to the state constitution, the Supreme Court will be appropriated for whatever amount it requests. The Chief Justice also assigns justices to write opinions and decisions of the Court.





The Composition of the West Virginia Legislature

West Virginia's state government is divided into ____ branches -- The _____, the branch which enforces the laws; The _____, the branch which interprets the laws; and the _____, the branch which makes the laws.

West Virginia's Legislature is known as a _____ legislature, which means there are two bodies-- The Senate and the House of Delegates. West Virginia also has the two party system --The _____ Party and the _____ Party.

West Virginia's Legislature is composed of West Virginia citizens. Lawmakers are elected by the voters in their district, or area, to represent them in the lawmaking process.

The ____ has 34 members and are elected to four-year terms with half of the membership up for election every two years. The ____ is composed of 100 members with all the membership up for election every two years.

Both the Senate and the House have presiding officers. In the Senate, that officer is the _____ who is first in the line of succession to the Governor. In other words, if for any reason the Governor must resign or becomes unable to fulfill his or her duties, the Senate President would become Governor.

The presiding officer in the House of Delegates is the _____, and he/she is second in the line of succession to the Governor. Both of these leaders are elected by the membership of their respective bodies. In addition to maintaining order during the floor sessions, the Speaker and the President also select the _____ and the _____ for each of the committees and refer bills to the appropriate committees.

There are other officers who are appointed by either the Speaker or the President. The _____ and the _____ help promote the party's position on issues, however, the majority leader plays a more visible role.

In the event that the Speaker or President is absent, there is an appointed substitute. Their title is Speaker or President _____.

The party with the least number of members is known as the _____. It has both a leader and a whip who perform the same duties as the Majority Leader and Whip. Both of these leaders are elected by the members of the minority party.

Another officer who is elected by the legislative membership, but is not elected by the voters, is the _____, who is the chief administrative officer for either the House or Senate. The Clerk numbers and files the bills for introduction. The Clerk places the bills that are to be introduced on a daily calendar. Both the Senate and House have their own clerk, with each elected by their respective body.

How did you do? Check below for the answers.

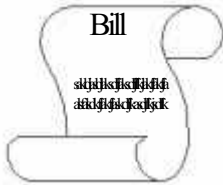


Answers: 1. three; 2. Executive; 3. Judicial; 4. Legislative; 5. bicameral; 6. Democratic; 7. Republican; 8. Senate; 9. House of Delegates; 10. Senate President; 11. Speaker of the House; 12. chairs; 13. members; 14. majority leader; 15. majority whip; 16. pro tempore; 17. Minority Party; 18. Clerk

Now that we have looked at the Legislative Process, lets look at another important aspect of the lawmaking process. How does a bill become a law?



A



Becomes Law

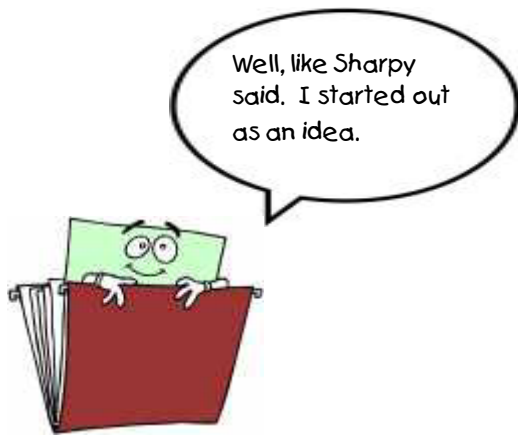
A law is an idea. An idea that will make a positive change. Anyone can have an idea.

To explain this process, I would like you to meet my friend, Bill.



Hey everybody! The lawmaking process is a very interesting one. Let me explain!





Someone gets an idea and decides they want a law passed, so they call their local legislator and it's decided that maybe there should be a law....

Then the legislator sits down and writes out the IDEA.



From there.....

The Bill is introduced by a member of the House or Senate

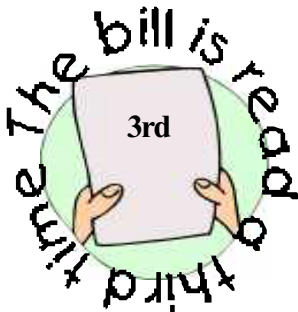
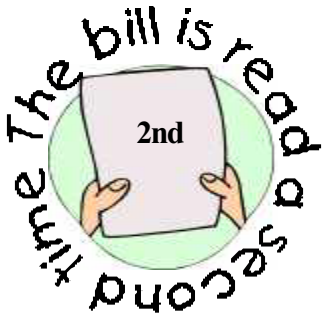


It is referred to a committee by the House Speaker or the Senate President

The Committee considers the bill.



The committee reports the bill to the members of the House or Senate





After it is read a third time members debate and vote on the bill.



If passed, the bill is sent to the second chamber where the process repeats....

With



The Speaker or the President



The committee



1st,
2nd &
3rd
Reading



And action by the House or Senate



If passed, the bill may be signed into law or vetoed by the Governor



If vetoed, the Legislature may vote to override the veto and the bill becomes law without the Governor's approval

Wow! No wonder you were running. That is a very busy process



You said it Sharpy! Now let's see who was paying attention



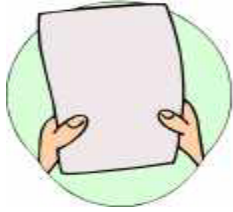
Fill in the Blanks with the pictures:

A bill starts as an



The idea is written down into a





The bill is, first _____



The bill is _____
to a committee by the
House Speaker or the
Senate President



What happens here?
The committee
_____ the bill



and then reports the bill to _____



The bill is read
_____ times

What happens next? Can you finish the story of how a bill becomes law? Use the box below to finish drawing the process.



Check your answers by referring back to the previous steps

Maybe you have an idea that you think should be a law. Write it down in the space provided below.

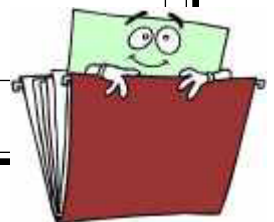



Date _____

To: The Honorable _____

Sincerely,

Remember boys and girls, it all begins with an idea





Well, I hope you have enjoyed your tour of the Legislative process. The following pages have several fun activities and information for you to enjoy.

See you soon!

Facts about the State Capitol

State Capitol Facts

Did you know that West Virginia's Capitol has nine different types of marble? They include:

Tennessee, Imperial Danby Vermont, Belgian Black and Gold, Italian Brown, Pink Georgian from France, and verd antique marbles.

The Lampshades along the walls in front of the House and Senate Chambers are Italian Alabaster.

The exterior walls of the wings and main unit are made of Indiana select buff limestone.

The Legislative Desks are made of Black Walnut and are the original ones from 1932.

The chandelier in the dome weighs 4,000 pounds and has the lighting power of 15,000 candles.

Every four years before the Governor's inauguration, the chandelier is lowered to the ground floor for cleaning.

Each chandelier in the House and Senate Chambers has 10,000 pieces of rock crystal.

When the Capitol was under construction, the West Wing was the first to be completed. The East Wing was second in completion and the Main Unit was the last to be completed.

The gold leafing on the dome is not the original gold. When the building was completed, it was gilded; however, the leafing peeled off. The dome was repainted with West Virginia Blue and Gold colors. In the 1980s, the dome was gilded once again.

At 292 feet, West Virginia's capitol dome is approximately 4 1/2 feet taller than our nation's capitol building dome in Washington, D.C.

Mountain State Historical Trivia

West Virginia was given statehood status with the "agreement" the citizens would phase out slavery.

On January 1, 1863, President Abraham Lincoln approved the Statehood Bill for West Virginia.

West Virginia was proclaimed a state on April 20, 1863, with the bill becoming effective 60 days later, June 20, 1863.

When West Virginia first entered statehood in 1863, there were only 46 counties. That same year, four other counties voted themselves into West Virginia. Today, there are 55 counties in the Mountain State. The oldest county in the state is Hampshire County formed in 1754 as part of Virginia. The youngest county is Mingo formed in 1895. The smallest county is Hancock located in the northern panhandle of the state with Randolph County being the largest.

When the Legislature convened for its first session, there were only 47 members of the House of Delegates and 18 members of the State Senate. Through the years, the number has increased to 100 members of the House of Delegates and 34 members of the State Senate.

Did You Know???

...that West Virginia's first Capital City was located in Wheeling, Ohio County. It was later moved to Charleston, then back to Wheeling, and then back to Charleston.

... that Washington Hall, located in Wheeling, is known as the "Birthplace of West Virginia."

...that the first capitol building is known as the Linsley Institute Building, built in 1858 and served as West Virginia's capitol for seven years.

...that the first Charleston Capitol, built in 1869-1870, was located at Capitol and Lee Streets. Charleston remained the capitol city until 1875 when the Legislature decided to return to Wheeling.

...that in the fall of 1877, as a result of a statewide election, Governor Jacob issued a proclamation declaring Charleston the permanent seat of government.

...that on January 3, 1921, and four buildings later, West Virginia's Capitol burned to the ground. A temporary office building, known as the "Pasteboard Capitol," and other Charleston buildings served as temporary offices for state government.

...that Cass Gilbert was selected as the architect to design the capitol building. Gilbert, whose offices were located in New York, designed other notable buildings such as the capitol buildings of Minnesota and Arkansas, as well as the United States Treasury Annex and the United States Chamber of Commerce Building.

...that on June 20, 1932, eleven years after the destruction of the downtown capitol building, West Virginia's permanent capitol building was dedicated.

...that the total cost for construction of our capitol building was nearly \$10 million in 1932.

...that the dome on the capitol is 292 feet high, higher than the dome on the Nation's Capitol building in Washington, D.C.

...that the Governor's Mansion was dedicated on March 24, 1925. The total cost of construction was \$189,270.

West Virginia's 55 Counties



Place the county's number in the appropriate location on the map above.

- | | | | | |
|--------------|----------------|----------------|----------------|-------------|
| 1. Barbour | 12. Grant | 23. Logan | 34. Nicholas | 45. Summers |
| 2. Berkeley | 13. Greenbrier | 24. Marion | 35. Ohio | 46. Taylor |
| 3. Boone | 14. Hampshire | 25. Marshall | 36. Pendleton | 47. Tucker |
| 4. Braxton | 15. Hancock | 26. Mason | 37. Pleasants | 48. Tyler |
| 5. Brooke | 16. Hardy | 27. McDowell | 38. Pocahontas | 49. Upshur |
| 6. Cabell | 17. Harrison | 28. Mercer | 39. Preston | 50. Wayne |
| 7. Calhoun | 18. Jackson | 29. Mineral | 40. Putnam | 51. Webster |
| 8. Clay | 19. Jefferson | 30. Mingo | 41. Raleigh | 52. Wetzel |
| 9. Doddridge | 20. Kanawha | 31. Monongalia | 42. Randolph | 53. Wirt |
| 10. Fayette | 21. Lewis | 32. Monroe | 43. Ritchie | 54. Wood |
| 11. Gilmer | 22. Lincoln | 33. Morgan | 44. Roane | 55. Wyoming |

Symbols of Our State



Rhododendron - West Virginia's State Flower. With the recommendation of the Governor and a vote by public school pupils, the Legislature adopted House Joint Resolution 19 on January 29, 1903, naming the Rhododendron the official state flower.



Sugar Maple - West Virginia's State Tree. The adoption of House Concurrent Resolution 12 on March 7, 1949, authorized a vote by public school students and civic organizations to name the Sugar Maple as the official state tree.



Cardinal - West Virginia's State Bird. The cardinal was named the state's official state bird with the adoption of House Resolution 12 on March 7, 1949, which authorized pupils from public schools and civic organizations to name the bird.



Black Bear - West Virginia's State Animal. The Black Bear was selected as West Virginia's official State Animal by a poll of students, teachers and sportsmen conducted by the Division of Natural Resources in 1954-1955. It was officially adopted by the Legislature during the 1973 Regular Session with the approval of House Concurrent Resolution 6.