

FOR YOUR INFORMATION

LOS ANGELES UNIFIED SCHOOL DISTRICT
Office of the Superintendent

DISTRIBUTION:	All Schools and Offices	<u>ROUTING</u>
		Administrators
SUBJECT:	BULLETIN NO. 17	Principals
	SCHOOL-JUVENILE COURT	Cluster Administrators
	LIAISON PROGRAM	
DATE:	February 18, 1997	
OFFICE:	Student Health and Human Services	
APPROVED:	RUBEN ZACARIAS, Deputy Superintendent	

For further information, please call Hector Madrigal, Director, Pupil Services, at (213) 625-4170.

This bulletin replaces Bulletin No. 7, "School-Juvenile Court Liaison Program," Student Attendance and Adjustment Services, dated July 1, 1985.

I. BACKGROUND

- A. In an effort to initiate and maintain a strong bond of communication with the juvenile courts (delinquency and dependency), the District established the School Court Liaison positions. While juvenile court records, in general, are confidential, the Legislature has provided for a limited exception to promote more effective communication among juvenile courts, law enforcement agencies, and schools (W.I.C. 827[b].)
- B. School administrators seeking information regarding students involved with juvenile court or school personnel who are subpoenaed in school related cases, may request the assistance of the school court liaison counselors. There are now seven such counselors in the Los Angeles County Juvenile Courts.

II. RESPONSIBILITIES OF THE SCHOOL-COURT LIAISON COUNSELOR

- A. Secures school information regarding attendance, grades and behavior.
- B. Serves as custodian of school records for the District.
- C. Provides school information to court personnel.

- D. Provides information to designated school personnel regarding students who have been arrested or are victims of abuse or neglect.
- E. Consults with agency personnel involved in the juvenile court system.
- F. Assists the court involved attorneys in contacting District personnel who are witnesses in school-related cases.
- G. Arranges "on call" status for subpoenaed District personnel. Persons requesting "on call" status must be available to be contacted by telephone and must provide the school-court liaison counselor with the following information:
 - 1. Name, work location, and telephone number.
 - 2. Minor's complete name and case number as shown on the subpoena.
 - 3. Date of hearing, location, and department number of court.
 - 4. Estimated travel time between work location and court location. In most cases, an ability to respond within 30 minutes is required in order for "on call" arrangement to be made.
- H. Provides resource services to school personnel, court staff, parents, and students regarding juvenile delinquency or dependency proceedings.
- I. Counsels with minors who are having enrollment, attendance and/or behavior problems.

III. DESIGNATED SCHOOL CONTACT ADMINISTRATORS

- A. Principals are requested to designate an administrator or a reliable staff member to be responsible for contacts with the school-court liaison counselors.
- B. Information regarding the status of students in the juvenile system may be requested from the school-court liaison counselors by authorized District personnel.
- C. Upon request by school-court liaison, the school site administrator will provide school information and/or school records.

IV. SCHOOL-COURT LIAISON DIRECTORY

COURT ADDRESS

TELEPHONE

Kenyon Juvenile Justice Center 7625 S. Central Avenue Los Angeles, CA 90001	213/ 586-6087 213/ 582-2212 (Fax)
Edelman Children's Court 201 Centre Plaza Dr., Rm. 2700 Monterey Park, CA 91754-2158	323/ 526-6548 323/ 881-0284 (Fax) 323/ 526-6028 323/ 881-0284 (Fax)
Northeast Justice Center 1601 Eastlake Ave., Rm. 13 Los Angeles, CA 90033	323/ 226-8500 323/ 226-8536 (Fax)
San Fernando Valley Juvenile Court 16350 Filbert Street, Rm. 3 Sylmar, CA 91342	818/ 364-2104 818/ 362-9453 (Fax)
Inglewood Juvenile Court 110 E. Regent Street Inglewood, CA 90301	310/ 671-1122 310/ 672-9351 (Fax)
Los Padrinos Juvenile Court 7281 E. Quill Drive, Rm. E7 Downey, CA 90242	562/ 940-8850 562/ 803-0928 (Fax)

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