



MUNICIPAL JUDGE EDUCATION COMMITTEE

P. O. Box 104480
JEFFERSON CITY, MISSOURI
65110

MEMORANDUM

TO: Non-Lawyer and New Municipal Judges

FROM: The Honorable Roy L. Richter, Chair

SUBJECT: Spring 2018 Non-Lawyer Certification Program and New Judge Orientation

DATE: February 21, 2018

The Municipal Judge Education Committee will be conducting a Certification and New Judge Orientation for new Municipal Judges at the Office of State Courts Administrator in Jefferson City, MO. This training is mandatory for all NEW municipal judges. New **Non-Lawyer** Judges must attend the **two**-day training while the second-day orientation is mandatory for **ALL** new Municipal Judges. Only those Municipal Judges required to attend the New Municipal Judge Orientation training as required in Rule 18.05(d) will be allowed to attend the sessions. **Attendees must be newly elected or appointed Judges, and those who ceased judicial duties for at least 24 months before once again serving as a Municipal Judge.** Additional educational opportunities to fulfill the Ethics or Professionalism requirements will be made available through the Committee. **The New Judge Orientation program offers 6.0 CLE credits (including 2.0 for Ethics), in compliance with Supreme Court Rules 15 and 18.**

The Coordinating Commission for Judicial Education has provided funding for the cost of these programs. For eligible judges, (persons who must drive more than 75 miles from their court to the training site), lodging on Thursday night with dinner will be reimbursed in accordance with state travel guidelines. Upon receipt of a completed registration form, participants will receive confirmations along with lodging instructions for eligible court staff.

A program announcement & registration form are also posted on the Municipal Judge Education Web page and the Missouri Municipal and Associate Circuit Judges Association web page.

*NOTE: Training is being held Friday only.

Non-Lawyer Municipal Judge Certification

Done on a one-on-one basis prior to the Orientation.

New Judge Orientation

Thursday, April 19, 1-4:00 p.m for JIS and Show-Me Courts (SMC) users only.

Friday, April 20, 2018 8:50 a.m. – 4:00 p.m.

The New Judge Orientation program is required for all new municipal judges. The program topics include Ethics, Judicial Administration, Courtroom Procedures, and Legal Knowledge, as well as CLE and Resources.

STAFFED BY OFFICE OF STATE COURTS ADMINISTRATOR (573) 751-4377

JUDGE ROY L. RICHTER, CHAIR	JUDGE THERESA BRIGHT-PEARSON	
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JUDGE BECKY BORTHWICK	JUDGE JOSEPH MCCULLOCH, SR.	JUDGE COTTON WALKER

Daytime Phone: () _____ Fax: () _____

E-mail address: _____

Cancellations:

Should your attendance plans change, please cancel any overnight lodging you have made and contact Christine Wojtasik as soon as possible at PH (573) 522-6072 so program logistics can be adjusted accordingly. Your timely notification assures our best customer service with available funds provided through the Coordinating Commission for Judicial Education.