

Cls #	Date	Topic	Assignments
1.18	Grey = non-regular class session	<b>RCP PRACTICE</b>	
1	1.27	<p>Introductions</p> <p>Description of course</p> <p>Training / refresher on 1203.4; interviewing; ethics</p>	<p>Description of Course folder (skim for later reference except read Greensheet carefully)</p> <p>Training materials on record clearance, interviewing, ethics, community education presentations</p>
2	2.3	Meet clients for Hearing 1	Prep, including rap sheet analyses
3	2.10	Meet clients for Hearing 1 (2 <sup>nd</sup> mtg)	<p>Update petition throughout the week and finalize</p> <p>Turn in draft shell and draft declaration for each of your client's convictions</p>
4	2.17	Meet clients for Hearing 1 (3 <sup>rd</sup> mtg; sign final documents)	<p>Turn in rough draft of declaration for one conviction for each client</p> <p>In prep for next week's presentation, email me a paragraph summarizing your client's case and petition</p>
5	TUES 2.22 6:00 – 7:00	How record clearance petitions are presented – JS 170 presentation; MH 523	
5	2.24	<p>Filing docs (copy, file, serve)</p> <p>Review of incoming Hearing 2 clients + case assignments</p>	<p>Read Folder materials on how to file and process court documents</p> <p>Split up various tasks: filing, serving, copying, mailing copies to clients</p>
6	3.3	Meet clients for Hearing 2	Prep, including rap sheet analyses

7	3.10	Meet clients for Hearing 2 (2 <sup>nd</sup> mtg)	Turn in draft shell and draft declaration for each of your client's convictions
8	3.17	Meet clients for Hearing 2 (3 <sup>rd</sup> mtg; sign final documents)	
9	3.24 3:30 – 5:00	<b>(offsite)</b> Attend court hearing at Terraine Courthouse	
	3.24	Filing docs (copy, file, serve)  Review of upcoming Speed Screening clients + preliminary Speed Screening planning	split up various tasks: filing, serving, copying, mailing copies to clients  Practice with partner presenting community education presentation
	3.31	<b>SPRING BREAK – NO CLASS</b>	Have fun!
10	4.7	Plan Speed Screening & publicize	Practice and present community education presentations, schedule individual community education presentations during this and next week (before Speed Screening)
11	4.14	Speed Screening prep – client review, form updating, etc.	
12	4.21 Starting at 3:30	Speed Screening	
13	4.28 Starting at 3:30	Speed Screening follow-up	
	TUESDAY 5.3	<b>(optional)</b> MH 523 Former clients discuss hearing preparation	
14	5.5	<b>(offsite)</b> Moot hearing for clients	Turn in final paper according to the directions for JS 170 paper requirement (APA format, citations and page length)

	<p>TUESDAY</p> <p>5.10 5:30 – 8:00 p.m.</p>	<p><b>(offsite, optional) ATTEND COURT HEARING</b></p> <p>Santa Clara Courthouse Dept. 57? (upstairs) 1095 Homestead Road, Santa Clara (near intersection Lafayette)</p>		
	<p>5.12 8:35 a.m.</p>	<p><b>(offsite, optional) ATTEND COURT HEARING (felonies)</b></p> <p>Hall of Justice Dept. 24 (basement) 190-200 W. Hedding San Jose (near intersection N. First St)</p>		
15	5.12	Last class – finishing up and planning for next semester		Turn in paper on Record Clearance Project experience via email