

## 2023 Ashland County Teen Court Application



### Announcement & Reference Form

*Dear Reference,*

Thank you for your support of potential Ashland County Teen Court panelists. I am confident that they will find this experience both challenging and rewarding. If you have any questions or concerns, please feel free to contact me directly or the Ashland County UW-Madison Extension Office. The Ashland County UW-Madison Extension Office phone number is 715-682-7017 or a direct line at 715-208-0664.

#### **Reference Packet Contents**

Page 1: Announcement and Submission Instructions

Page 2: Explanation of Teen Court

Page 3: Criteria for References to Consider

Page 4: Letter to Reference

Page 5-6: Reference Forms to Submit

#### **References Submission Instructions**

***Submit application materials for review to the Ashland County Extension Office.***

- Drop off or mail application materials to the Ashland County Extension Office (address below)
- Address = 201 W. Main Street, Ashland County Courthouse Room 107, Ashland, WI 54806
- If preferred, you may email application materials to Kate Wallner – [kate.wallner@wisc.edu](mailto:kate.wallner@wisc.edu)
- Please share any questions you may have via email or call Kate Wallner at **715-208-0664**
- The extended due date for submissions is **April 30th, 2023 at 10PM.**

#### **Kate Wallner (she/they)**

*4-H Youth Development Educator – Ashland County*

University of Wisconsin-Madison Extension

201 W Main Street, Courthouse Room 107, Ashland, WI 54806

[kate.wallner@wisc.edu](mailto:kate.wallner@wisc.edu) --- Office: 715-682-7017 ext. 513 --- Mobile: 715-208-0664

## 2023 Ashland County Teen Court Application



### ***Overview of Ashland County Teen Court***

The Ashland County Teen Court was established in 2006 as a collaborative effort between the UW Extension office in Ashland County, Ashland County Circuit Court and Ashland County Human Services. This was in response to a statistical trend that 1st time juvenile offenders were shown to respond more effectively to their peers than a traditional court setting. Ashland's Teen Court will be comprised of 8-10 young adults who represent each of the high schools in Ashland County.

Teen Court meets once a month at the courthouse to hear cases for 1st time juvenile offenders who have already admitted to their crime. After explaining their oath of confidentiality, the Teen Court asks clarifying questions to both the youth and their guardian(s) to formulate their understanding not only of the offense but how the youth individual currently functions at home, in school, and in their community.

After hearing the case, the Teen Court deliberates in private and utilizes restorative justice theory to create a sequence of logical consequences for each defendant. Teen Court panelists create a dispositional agreement designed to help defendants recognize the negative effect of his/her actions have had themselves and others. This agreement is designed to connect the defendant to community service that relates to an existing personal interest and create opportunities for active personal reflection. The defendant has the opportunity to sign the deferred prosecution agreement, which is legally binding, and complete the agreement or the case will be referred back to the Ashland County Circuit Court.

The Teen Court receives training and monthly advisory support from Kate Wallner, 4-H Youth Development Educator for Ashland County UW-Madison Extension, along with an annual training with the Ashland County District Attorney's office. The current Teen Court will select new panelists through an open application process.

When the juvenile respondents successfully complete their Teen Court sanction, they will have the conviction removed from their record. For the offender and the community, Teen Court is a second chance for youth who have made a mistake and want to move forward more mindfully.

Overall, the feedback from parents and guardians of defendants, and the defendants themselves, has been very positive and encouraging. The Teen Court panelists benefit through direct training, and a hands-on service-learning experience that benefits the community. They also increase their communication and leadership skills in a professional, judicial setting. Ashland County is on the forefront of a statewide and national trend with the establishment of this program, and it will continue to serve the needs of area youth and families.

## 2023 Ashland County Teen Court Application



### Criteria for References to Consider

**Times & Location:** Teen Court meets on the 2nd Wednesday of each month at the Ashland Courthouse.

**Term of Appointment:** One year with the option to renew depending on year in school.

**General Responsibilities:**

1. Attendance is important; if you are unable to attend a meeting let the advisor know.
2. Training and proper conduct within the established guidelines for the Teen Court are crucial.
3. Come prepared to hear cases and Honor the Oath of Confidentiality for Teen Court members.

**Qualifications:**

1. Currently in high school within the Ashland County or Bad River Nation region.
2. Ability to attend scheduled cases during the evenings at the Ashland Courthouse.
3. Access to transportation and/or technology to attend these meetings.
4. Ability to effectively work with others in a structured setting.
5. Ability to identify issues related to first time juvenile offenders who are involved in the judicial system.
6. Good organizational and communication skills.
7. Willing to openly express themselves to both a youth and adult audience.

**Questions asked in the application for youth panelists are as follows:**

1. How did you hear about the Ashland County Youth Teen Court?
2. Describe why you are interested in serving on the Teen Court and what skills you possess that will help you serve your community as a representative.
3. What does keeping "An Oath of Confidentiality" mean to you?
4. Teen Court hearings take place on the 2nd Wednesday of each month at the county courthouse. Do you have access to reliable transportation to attend each case?
5. Describe three characteristics of a positive role model.
6. How do you plan on being a role model in your school and in the community?
7. How would you manage homework on nights that Teen Court meets? How will you deal with sports, music or drama practices? List your plan of action:
8. List the other community and co-curricular activities you are involved in, including work.
9. Have you ever received a citation for any offense? If so, please describe what it was and its outcome.
10. Explain why it is important for a Teen Court panelist to have a commitment to attend each case.
11. What do you hope to achieve through your involvement in Teen Court?
12. Are you willing to make this commitment? YES NO

## 2023 Ashland County Teen Court Application



**Hello and thank you for being a reference for a potential Teen Court panelist!**

The Ashland County Teen Court was established in 2006 in response to research revealing that youth defendants respond more effectively to a jury of peers. The Ashland County Teen Court provides this opportunity and develops leadership skills for area youth. [Please learn at the website found here.](#)

The objectives of Teen Court are:

- 1) Hear first time juvenile cases.
- 2) To create a logical sequence of consequences based in restorative justice.
- 3) To increase their leadership and communication skills while serving the community.

The applicants have been identified by peers, adult advisors, or themselves to apply for Ashland County Teen Court. Your honest opinion of this applicant's qualifications to represent your community on the Ashland County Teen Court is appreciated. The information you provide is handled in a confidential manner and will not be released without your permission.

### **Reference Tasks & Thoughts to Consider:**

- Please complete the reference form attached below and Do NOT give the form to the applicant.
- Submit the form by the due date: **April 30<sup>th</sup>, 2023 at 10PM**
- Feel free to provide additional information that goes beyond that addressed by the reference form by attaching a letter.
- If you have any questions about the position or the reference form, or want to scan and send, please contact Kate Wallner through the contact information given below.

### **Kate Wallner (she/they)**

*4-H Youth Development Educator – Ashland County*

University of Wisconsin-Madison Extension

201 W Main Street, Courthouse Room 107, Ashland, WI 54806

kate.wallner@wisc.edu --- Office: 715-682-7017 ext. 513 --- Mobile: 715-208-0664

**Thank you again for your time and consideration!**

**BELOW: 2023 Ashland County Teen Court Application - Reference Form**

## 2023 Ashland County Teen Court Application



### Reference Form (Pages 5-6)

Your honest assessment of this applicant's qualifications to be a panelist for the Ashland County Teen Court is appreciated. This reference will be handled in a confidential manner and will not be released to the applicant unless you indicate your permission on this form.

Name of Applicant:	Name of Reference:
Reference's Title:	Reference's Agency or Organization:
How long have you known the applicant?	Relationship to the Applicant (teacher, supervisor, colleague, etc.):
Reference Phone Number:	Reference Email Address:

#### QUALITIES RELATED TO JOB SUCCESS

1. Success in previous job(s) or projects \_\_\_\_\_
2. Able to work with people (team) \_\_\_\_\_
3. Able to lead or inspire others \_\_\_\_\_
4. Oral communication skills \_\_\_\_\_
5. Written communication skills \_\_\_\_\_
6. Completes assignments \_\_\_\_\_
7. Organizes time and work \_\_\_\_\_
8. Accepts guidance \_\_\_\_\_
9. Creative and innovative \_\_\_\_\_

#### PERSONAL QUALITIES THAT AFFECT PERFORMANCE

1. Neat, well-groomed appearance \_\_\_\_\_
2. Tactful and courteous \_\_\_\_\_
3. Enthusiastic \_\_\_\_\_
4. Dependability and promptness \_\_\_\_\_
5. Maturity and poise \_\_\_\_\_
6. Deals constructively with pressure \_\_\_\_\_
7. Flexibility/adaptability \_\_\_\_\_
8. Demonstrates honesty/integrity \_\_\_\_\_
9. Commitment to employer \_\_\_\_\_
10. Accepts differences in others \_\_\_\_\_
11. Potential for professional growth \_\_\_\_\_

**Overall Judgment of the Applicant for this Position** \_\_\_\_\_

Do you know of any reason(s) why this applicant should not be considered for this type of position with the Ashland County Teen Court?

YES

NO

**Rating Scale**

**5 = Far Exceeds expectations**

**4 = Above expected level**

**3 = At expected level**

**2 = Below expected level**

**1 = Not satisfactory**

**NA = Not able to judge**



## 2023 Ashland County Teen Court Application



If yes, please explain:

---

---

---

What qualities such as leadership, organization, or dedication does this applicant bring to the Teen Court?

---

---

---

What limitations (if any) does the applicant have for this position (transportation, time management, etc.)?

---

---

**Additional information is appreciated and may be included on an attached sheet, though it is not mandatory.**

**Have you added other materials for us to consider? YES NO**

*"I believe this information is fair and accurate based upon my experience with the applicant."*

---

Reference Name (Printed)	Reference Signature	Date
--------------------------	---------------------	------

Please sign on the line following this statement if you give permission to release information contained in the reference to the applicant upon applicant request. No signature will imply lack of consent.

Signature to authorize release to applicant: \_\_\_\_\_

**Do NOT give the form to the applicant.**

**Please send reference materials to Kate Wallner by April 30th, 2023 at 10PM**

**Kate Wallner (she/they)**

4-H Youth Development Educator – Ashland County

University of Wisconsin-Madison Extension

201 W Main Street, Courthouse Room 107, Ashland, WI 54806

kate.wallner@wisc.edu --- Office: 715-682-7017 ext. 513 --- Mobile: 715-208-0664