



MONTEREY COUNTY ELEMENTARY LAW: DIRECTIONS FOR TEACHER AND ATTORNEY

Dear Elementary Law Teacher and Attorney:

Welcome to the Elementary Law Program presented by the Monterey County Bar Association and the Monterey County Office of Education. With your help, a local fifth-grade class will enjoy an instructive and entertaining introduction to our American justice system. This letter offers directions for the Program Events: the Attorney Classroom Visit and the Courtroom Field Trip.

SCHEDULE the Courtroom Field Trip

1. Teacher and Attorney select a proposed Courtroom Field Trip date that fits both of your schedules. The Field Trip involves arrival at the Courtroom around noon and occurs during the Court's lunch recess.
2. **Attorney** emails the proposed date to Monterey County Superior Court Administrative Assistant Norma Ramirez-Zapata (Norma.Ramirez-zapata@monterey.courts.ca.gov, 831-775-5639).
3. Ms. Ramirez-Zapata either schedules the Field Trip on your proposed date or (if your proposed date proves unavailable) offers an alternative date for your joint consideration.

SCHEDULE the Attorney Classroom Visit

Teacher and Attorney select an Attorney Classroom Visit date that fits both of your schedules. The Classroom Visit should occur approximately a week before the Courtroom Field Trip. This will provide your Student Actors adequate time to practice reading their Trial Script lines.

EVENTS PREPARATIONS

1. **Attorney** makes thirteen single-sided photocopies of the provided Trial Script to distribute at the Attorney Classroom Visit.

2. **Teacher** selects eleven students to play the Trial roles by writing their names on the Elementary Law Actor List attached to this letter. Either gender may play any role. The Actor List shows the number of Trial words spoken by each Actor. **Teacher** makes a photocopy of the filled-out Actor List to give Attorney at the Attorney Classroom Visit.
3. **Teacher** selects twelve other students to comprise the Trial jury by writing their names on the Elementary Law Juror List attached to this letter. **Teacher** makes a photocopy of the filled-out Juror List to give Attorney at the Attorney Classroom Visit.
4. Depending on class size, some students may lack an Actor role or Juror role in the Trial. **Teacher** may decide to assign such a student a different role – for example, the role of a newspaper reporter writing an article about the Trial – or may decide to simply have such a student watch and learn.

CONDUCT the Attorney Classroom Visit

1. Teacher:

- a. Gives Attorney the filled-out Actor List photocopy.
- b. Gives Attorney the filled-out Juror List photocopy.
- c. Introduces Attorney to the students.

2. Attorney:

- a. Gives Teacher a Trial Script photocopy.
- b. Gives a Trial Script photocopy to each of the eleven students named on the Actor List.
- c. Assures the Actors that they will not need to memorize anything, but will simply be reading their lines from the Scripts at Trial.
- d. Directs the Actors to yellow-highlight their roles' lines and stage directions on their Script photocopies. The highlighting will help prevent missed cues during the Trial by making it easier for the Actors to identify their lines.
- e. Encourages the Actors to practice reading their lines smoothly and clearly.

3. **Attorney** encourages students to invite family members to attend the Trial. Videotaping and photography will be permitted.
4. **Attorney** encourages Teacher to invite interested persons (School Principal and District Superintendent, for example) to attend the Trial.
5. **Attorney** leads discussions with the students. As examples, Attorney may:
 - a. Ask students questions about law to hear their existing knowledge and opinions.
 - b. Describe various areas of legal practice.
 - c. Explain differences between litigation attorneys and transactional attorneys.
 - d. Explain differences between a civil proceeding and a criminal proceeding.
 - e. Describe criminal trial functions of prosecutor, defense counsel, judge, jury, clerk, and bailiff.
 - f. Explain differences between a trial of a juvenile (e.g., judge only/no jury, closed courtroom) and a trial of an adult.
 - g. Explain that, due to time constraints, the Elementary Law Trial will not demonstrate certain events that would be included in a real trial, such as:
 - i. The attorneys will not be questioning prospective jurors.
 - ii. A witness will be permitted to remain in the courtroom and hear other witnesses testify.
 - iii. Jurors will not be deliberating to reach a verdict.
 - iv. Jurors will not be retiring to a jury deliberation room.
 - h. Describe Attorney's particular path to law:
 - i. Describe reasons Attorney pursued a law career.
 - ii. Describe Attorney's undergraduate and law school studies.
 - iii. Describe Attorney's practice area.

- iv. Describe rewards and challenges of Attorney's practice area.
- i. Solicit and answer student questions.

CONDUCT the Courtroom Field Trip

1. **Teacher** brings a Trial Script to the Courtroom.
2. **Teacher** ensures that each Student Actor brings a Trial Script to the Courtroom.
3. **Attorney** brings to the Courtroom:
 - a. A Trial Script.
 - b. The filled-out Actor List
 - c. The filled-out Juror List.
 - d. Two sandwich baggies, each containing cookie crumbs.
4. **Attorney** meets the bus outside the Courthouse.
5. **Attorney** escorts students and spectators to the Courtroom, ensuring that everyone moves quietly through the halls.
6. **Attorney** and **Teacher** at all times observe students and spectators to ensure their safety and to ensure that no Court activities are disturbed.
7. **Attorney** gives Clerk the filled-out Juror List.
8. **Attorney** gives Deputy Protector a cookie-crumb baggie.
9. **Attorney** gives Drew Defender a cookie-crumb baggie.
10. **Attorney** shows the Actors where to sit or stand:
 - a. Pat Prosecutor sits behind the counsel table closer to the Jury box.
 - b. Drew Defender and Alex Accused sit behind the counsel table farther from the Jury box.
 - c. Clerk sits on the courtroom clerk's chair. (*Reminder for Clerk: do not touch anything!*)
 - d. Judge Wise stands just inside the door at the rear of the Courtroom. (Judge Wise will take the bench after Bailiff announces "All rise".)

- e. Bailiff stands in front of Judge Wise's bench. (Bailiff will sit on the courtroom bailiff's chair after Judge Wise takes the bench.)
- f. Vaughn Victim, Deputy Protector, Dr. Mender, Terry Taster, and Reese Rodent sit in the gallery.

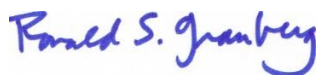
11. **Attorney** begins the Trial by reading the Trial Script's opening lines.
12. **Attorney** follows along the Actors' lines by looking at a Script photocopy, ready to rescue an Actor who stops reading because the Actor is unable to pronounce a word. If that happens, **Attorney** reads the word aloud.
13. **Attorney** may occasionally need to remind an Actor to speak lines loudly enough for all to hear.
14. Before leaving the Courtroom, **Attorney** verifies that all Courtroom items have been returned to their proper locations.

CONDUCT (if desired) a Follow-up Attorney Classroom Visit

Some Attorneys enjoy making a Follow-up Classroom Visit a day or two after the Field Trip. The Follow-up Visit provides opportunities to discuss students' experiences, answer their questions, etc.

THANK YOU, ELEMENTARY LAW TEAM!

The Monterey County Elementary Law Program is designed to deepen fifth-grade students' understanding of citizenship and law. Education is the lifeblood of democracy. Thank you for your generous participation in the Program. We would be pleased to hear any suggestions you may have for Program improvement. And we hope to see you back next year!



Ronald S. Granberg
Monterey County Elementary Law Program Director
Email: contact@ElementaryLaw.org
Office phone: (831) 422-6565
Cell phone: (831) 905-3339



ELEMENTARY LAW ACTOR LIST

ROLE (*words spoken*) **STUDENT ACTOR'S NAME**

Pat Prosecutor (1,380) _____

Judge Wise (1,240) _____

Drew Defender (1,229) _____

Terry Taster (343) _____

Clerk (340) _____

Vaughn Victim (254) _____

Reese Rodent (228) _____

Deputy Protector (165) _____

Dr. Mender (127) _____

Alex Accused (119) _____

Bailiff (51) _____



ELEMENTARY LAW JUROR LIST

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____