

IN THE CIRCUIT COURT OF JACKSON COUNTY, MISSOURI  
FAMILY COURT DIVISION

IN RE: Domestic Relations Cases  
Filed on and after April 16, 2001  
Scheduling Order


ADMINISTRATIVE ORDER: 02-34

ORDER

Pursuant to the Court's authority under Section 478.240 RSMo. and Section 487.130 RSMo., and applicable local rules, it is ordered that the attached scheduling order shall be used as part of the case management system adopted by the Court en banc in administrative order 2001-89. This scheduling order shall apply to all petitions for dissolution, all motions to modify dissolution judgments, and all paternity actions filed on and after April 16, 2001, as well as any other class of cases designated by the Family Court Administrative Judge.

IT IS SO ORDERED.

April 16, 2002  
DATE

  
W. STEPHEN NIXON  
ADMINISTRATIVE JUDGE  
FAMILY COURT DIVISION

Copies to:

Family Court Judges and Commissioners  
Juvenile Officer/Director, Family Court Services  
Director, Legal Services  
Chair, Family Law Committee, KCMBA



IN THE CIRCUIT COURT OF JACKSON COUNTY, MISSOURI  
FAMILY COURT DIVISION  
AT KANSAS CITY

In re

\_\_\_\_\_

*Petitioner,*

and

\_\_\_\_\_

*Respondent.*

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Case Number: \_\_\_\_\_

Division: \_\_\_\_\_

**SCHEDULING ORDER  
NOTICE OF PRE TRIAL CONFERENCE AND  
NOTICE OF TRIAL**

On \_\_\_\_\_, 200\_\_, this matter is before the Court for a Case Management Conference, and it is hereby ordered that:

1. **TRIAL:** This matter is set for trial on \_\_\_\_\_, 200\_\_ at \_\_\_\_\_ am/pm in Division \_\_\_\_\_.

2. **PROPOSED JUDGMENT:**

Each party shall submit a proposed judgment to the Court no later than seven days (7) before trial.

The parties are not required to submit a proposed judgment to the Court prior to trial.

3. **PRE TRIAL CONFERENCE:** This matter is set for pre-trial conference on \_\_\_\_\_, 200\_\_ at \_\_\_\_\_ a.m./p.m. in Division \_\_\_\_\_.

*Trial and Pretrial Conference Dates entered on Banner on \_\_\_\_\_ by \_\_\_\_\_.*

4. **PRE TRIAL STATEMENT:** No later than seven (7) days before the Pre Trial Conference, each party shall file and serve on opposing counsel a written Pre Trial Statement which shall include:

- a. A statement notifying the Court if the case has become uncontested;
- b. A statement of the issues that have been resolved by the parties;
- c. A statement and summary of all unresolved issues;
- d. A statement certifying that all discovery mandated by local rule has been provided to the opposing party, including Forms 1402(a) and (b)
- e. Form 14 Child Support Calculation;
- f. A list of all witnesses; and
- g. The estimated length of trial.

**Note: Failure to timely submit the Pre Trial Statement may result in the imposition of sanctions, including attorneys fees, and/or the exclusion of any evidence which should have been disclosed.**

5. **CLOSURE DATE:** Discovery in this case shall close as of \_\_\_\_\_ unless otherwise ordered by the Court.

6. **TIME FOR DISCOVERY:** Discovery must be completed on or before the Closure Date. "Discovery" includes, but is not limited to, interrogatories, requests for production of documents, depositions and requests for admissions. "Completion" of discovery contemplates the timely exchange of pleadings and responses thereto. Discovery may not be conducted after the Closure Date except by agreement of the parties or by order of the Court, for good cause shown upon the filing of a motion to extend discovery before the original Closure Date. An agreement of the parties to conduct discovery after the Closure Date shall not constitute ground for a continuance of the trial. Nothing contained herein shall excuse a party from the continuing obligation to update responses to discovery or to respond to discovery requests made before the Closure Date.

7. **MEDIATION:** The Court has considered whether or not mediation will assist the parties in discussing contested issues in the case, and, being fully advised, makes the following **ORDERS** regarding mediation:

**Mediation Pursuant to Local Rule 68.12 and the Sliding Fee Schedule:**

The sole issue subject to mediation and one or both parties has requested the sliding fee scale to apply, recognizing that there is no choice in mediators.

The issues to be mediated are limited to custody and/or visitation. The mediator is to be assigned and coordinated through the Office of Domestic Relations Services. The parties are ordered to file their Respective Form 15 with Domestic Relations Services at 2729 Gillham Road, Kansas City, Missouri 64108, within five (5) days of this order. Fees shall be assessed on a sliding scale basis.

**OR**

**Mediation not limited by Local Rule 68.12 and conducted Pursuant to Supreme Court Rules 17 and 88.**

**Designation of a Mediator:**

The mediator agreed to by the parties is: \_\_\_\_\_.

The mediator shall be selected by the parties within \_\_\_\_\_ days, and the parties shall immediately notify the Court of the name of the mediator in writing. Failure to select a mediator and notify the Court of the name of the mediator within this time frame shall result in the Court selecting a mediator for the parties.

The Court directs the parties to mediate with: \_\_\_\_\_.

**Mediator's Fee:**

The Petitioner shall pay \_\_\_\_% of the mediator's fee.

The Respondent shall pay \_\_\_\_% of the mediator's fee.

\_\_\_\_\_ shall pay \_\_\_\_% of the mediator's fee.

**Matters to be Mediated:**

**Custody and/or Visitation – Mediation Pursuant to Supreme Court Rule 88 – Sliding Fee Schedule Does Not Apply**

**Non-Custody/Visitation Issues – Mediation Pursuant to Rule 17 – Sliding Fee Schedule Does Not Apply:**

The issues to be mediated are not limited. All unresolved issues are to be mediated by the parties.

The specific issues to be mediated are: \_\_\_\_\_

**OR**

**Mediation Waived:**

For good cause shown, the Court waives the requirement for mediation directed by Supreme Court Rule 88 and by Local Rule 68.12, and does not require mediation in this case pursuant to Supreme Court Rule 17.

**8. GUARDIAN AD LITEM:**

\_\_\_\_\_ The parties have no basis for the appointment of a GAL.

\_\_\_\_\_ The parties have indicated a basis for the appointment of a GAL, and the Court will appoint \_\_\_\_\_ as the GAL for the minor child(ren) herein. The details of that appointment shall be fully set forth in a separate order.

\_\_\_\_\_The Court finds that a GAL would be helpful in representing the interests of the child(ren) in this matter, and the Court will appoint \_\_\_\_\_ as the GAL for the minor child(ren). The details of that appointment shall be fully set forth in a separate order.

9. **PARENT EDUCATION CLASS:** The Petitioner/Respondent in this matter have completed the following:

- FOCIS
- REFOCIS
- PTLA (Parenting Together Living Apart)

Petitioner/Respondent are scheduled to attend :

- FOCIS on \_\_\_\_\_.
- REFOCIS on \_\_\_\_\_.
- PTLA on \_\_\_\_\_.

Petitioner/Respondent shall schedule the following classes immediately and complete the required classes on or before \_\_\_\_\_.

- FOCIS
- REFOCIS
- PTLA

9. **CURRENT ORDERS:**

11. **NEW ORDERS:** The following are new orders or modifications of the existing orders:

12. **MISCELLANEOUS:** The following matters were also discussed at the Case Management Conference:

**IT IS SO ORDERED.**

\_\_\_\_\_

Date

\_\_\_\_\_

The Honorable

Copies of this order were provided to:

\_\_\_\_\_ Attorney for Petitioner

\_\_\_\_\_ Attorney for Respondent

\_\_\_\_\_