



THE

# MACA Reporter

A Publication of the Missouri Association for Court Administration

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## CONFERENCE NOTES:

1. If you plan to attend the OPRY, you need to send a check for \$ 12.00 per ticket needed, payable to the University of Missouri 123 Middlebush Hall, Columbia, Mo. by **MAY 6th.**
2. On Thursday, May 21st, the dinner for the **CLERKS and their guests,** will be a **WESTERN COOKOUT,** instead of the Judges Buffet Dinner.
3. When you register, you will be given meal tickets. Make sure you keep them with you, as they will be needed for each meal provided by **MACA.**
4. **MACA MEMBERSHIP DUES MUST BE PAID** for 1992 before a clerk will receive the extra items given when you register at the conference. ( \$35.00)

**THE 1992 ANNUAL COURT CONFERENCE**  
is approaching fast.

Also, the forms exchange has been cancelled due to a possibility of new standardized forms being implemented in the near future.



If you noticed, the starting time for conference days is 8 A.M. We know that it will make no difference if you are committed. It was necessary to complete the program in 4 years.



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SUBMIT ARTICLES TO:

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## CERTIFICATION PROGRAM.....

Many clerks have questions about the Certification program, and they will be answered at the conference. However, listed below are the BASIC REQUIREMENTS.

- a) Be a Court Clerk or Deputy Clerk or Court Administrator
- b) Be a member of the Missouri Association for Court Administration for three (3) years.
- c) Be at least 22 years old & believe and practice the Code of Ethics.
- d) Submit an approved University application with appropriate documentation and required fee.
- 3) Furnish a letter of a Judge as a sponsor.

In additional to the above general requirements, education and experience are based on a point system. An application will be in each packet for review at the conference.

**ALL CLERKS THAT HAVE NOT SUBMITTED A PREVIOUS APPLICATION TO MACA, WILL START FROM THE BEGINNING.** However, all experience and seminars will be counted, but not in this program.

The clerks that have an application on file have points already.

If you have any questions, please ask them when the CERTIFICATION PROGRAM is discussed at the Conference.



## FAIRY TRIAL TRILOGY ....

Letters were sent to the officers and directors of the Judges Assn, the Juvenile Judges Association Board Members, Mayors of major cities throughout the state, Gary Markinson of the Municipal League, Presiding Judges, Superintendents of some public school districts and others informing them about this performance to be held on Friday morning. We have many that have answered and will be attending.

We hope that you will be with us on Friday, May 22nd.



There will be MACA items For Sale at the registration desk ....

Insulated mugs	\$ 5.00
Coffee mugs	3.00
Lapel Pins	10.00

## A NEW ITEM ..... T-SHIRTS

All cotton	\$ 18.75
50/50	16.50

There are many colors to order from, and if paid on Tuesday, they will be available by Friday.

Sizes available S, M, L, XL

The MACA Logo is on the upper left shoulder. Samples will be available to see and try on for size.

# CERTIFICATION PROGRAM FOR COURT CLERKS

by Nancy M. Morr

The Missouri Association for Court Administration currently is involved in a certification program endorsed by the Missouri Municipal League and Office of State Courts Administrator. This program was instituted in 1989 in order to help the court clerks from across the state educate themselves in their field and further their careers by working toward a specific goal. This goal will allow use of the title "Certified Court Administrator."

We have adopted most of our guidelines for this program from

the city clerks certification program, which has been in effect for quite a few years and is backed by the Institute for Executive Development of the University of Missouri at Columbia. The Education Committee for the Missouri Association for Court Administration (MACA) has put many hours into establishing our certification program and in 1991 signed a contract with the Institute setting up a four-year Certification Program. Currently, there are more than 50 clerks in this program, and we would like to see

all the members of our association become involved. The Annual Court Conferences and the Seminars given by the State Courts Administrator's Office will help all clerks get involved in education and promote interest, motivation and uniformity in all courts in the state.

It will be very beneficial to the individual clerk who is certified, but it also will benefit the city and the court the clerk represents. The training and education received while working in this program insures that professionalism is a standard in the court and the everchanging laws affecting our courts are immediately put into practice. The city can rest assured that its court is a well-educated, professionally run court of law.

The association encourages all judges to support their clerks in their quest for certification. The Missouri Association for Court Administration is a young organization that already has come a long way in helping educate its members and we foresee nothing but good things for the future.

For information concerning this program, you may contact the Education Chairperson at the following address: Nancy M. Morr, Secretary, MACA, Chesterfield Municipal Court, 922 Roosevelt Parkway, Chesterfield, MO 63017, (314)537-4718.

**Nancy M. Morr** is the Secretary of the Missouri Association for Court Administration.

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