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Counsel with scheduled matters in the 307th Family District Court will check in with the court coordinator on or before the time of their scheduled hearing and will not leave until the Judge of the Court has excused them.

#### RULE 13: Children in Court

When custody or possession of a child is in question the person having physical possession of the child at the time of the hearing shall have the child in court at each hearing or available to be brought to the court within 30 minutes upon telephone notice, unless the Court specifically states to each attorney that it is not necessary to have the child present.

If a child is to be called as a witness, the court coordinator and opposing counsel will be notified in writing and a guardian ad litem will be appointed for the child. The fee for the guardian ad litem will be taxed as costs and apportioned by the Court.

#### RULE 14: Settlement Negotiations

Before any contested final hearing, each party, or his/her attorney, shall certify to the Court that all pleadings are in order, that all necessary discovery has been completed, that all pretrial matters have been disposed of and that the parties have made a good faith effort to negotiate a settlement, or, if not, the reasons these have not been completed.

#### RULE 15: Miscellaneous Rules of Practice

##### Child Support

The Court will follow the guidelines set forth in the Texas Family Code, § 154 in setting

child support.

In every case involving support for children, whether the case is an original case, modification, or motion for contempt for back child support, each party must bring to each hearing the last two years' income tax returns, a statement of current earnings with a year-to-date figure showing gross pay and deductions, or if such statement cannot be obtained, then any form that is convenient for the employer to furnish will be accepted, so long as that statement shows the latest paycheck amount and to date accumulated earnings and deductions.

Application for and Refusal of Title IV-D Child Support Services

- a. Each final decree entered by the 307<sup>th</sup> District Court for Gregg County, Texas, in a Suit Affecting Parent-Child Relationship, which orders the payment of child support, shall be deemed to be an application for Title IV-D services provided through the Office of Attorney General, pursuant to Section 231 of the Texas Family Code. This Rule shall apply to all final decrees in Suits affecting the Parent Child Relationship entered by the 307<sup>th</sup> District Court.
- b. Unless required to accept such services pursuant to other laws, any Obligee of child support entitled to receive Title IV-D child support services pursuant to this rule may decline such services by filing a Refusal of Child Support Services with the District Clerk of Gregg County , Texas.
- c. Refusal of IV-D Child Support Services pursuant to this Rule does not preclude that person from making a subsequent application to Title IV-D child support services.

Visitation

The Court will, in the absence of an agreement or in unusual circumstances, set visitation periods in accordance with the guidelines in Texas Family Code § 153.

The Court commends to the parties the use of local services for safe exchange and

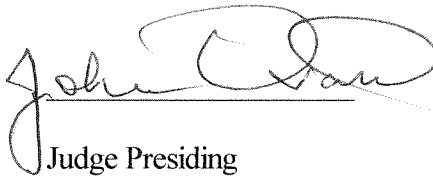
supervised visitation of children.

Alternate Dispute Resolutions

The Court will approve any agreement for alternate dispute resolutions and will entertain any motion for referral for alternate dispute resolutions sanctioned by the Texas Family Code.

Nothing in these Rules shall restrict the authority of the Court to enter whatever order is necessary for the management of the docket or any specific case thereon.

Signed this 12<sup>th</sup> Day of January, 2005.

  
Judge Presiding