



Residency-in-Practice Trimester Agreement

Name of Student: Anastasia Tramontuzzi Start Date: April 1, 2019
Field Placement Site: Forsyth County Public Defender's Office
Supervising Attorney or Judge Name: Casey Shillito and Christian Thomas

I. Parties

This agreement is made by and between the above-named student, who is currently enrolled at Elon Law School; the Supervising Attorney or Judge ("Field Supervisor"), named above, who has the authority to ensure a quality educational experience for the student at the field placement site; and the Faculty Supervisor, named below, who is a member of the Elon Law faculty and who will ensure that all field placement academic requirements are met. The information in this agreement supplements that previously provided by the Student and by representatives of the Field Placement Site.

II. Purpose

The general purpose of the Externship Program (Program) is to provide participating law students with substantial lawyering experience reasonably similar to the experience of a lawyer advising or representing a client or engaging in other lawyering tasks under direct attorney or judicial supervision at the field placement. Desired Program outcomes include that students will:

- transfer knowledge from the study of law to the practice of law through the application of doctrine in practice, and bring back new knowledge and skills to the classroom;
- increase their knowledge of the legal profession, enhancing their development as legal professionals and deepening their understanding of their professional responsibilities; and
- increase their ability to learn from experience during and after law school through regular feedback from attorneys, self-evaluation, and regular reflection on the lessons of practice under the faculty guidance.

All parties understand this purpose and that the Student is the primary beneficiary of the Program.

Field Supervisor Responsibilities:

- A. The Field Supervisor accepts primary responsibility for overseeing the Student experience at the placement throughout the term and monitoring the progress of all Student work including any work assigned by other attorneys.
- B. The Field Supervisor agrees to assign tasks to the Student that are representative of the placement and Field Supervisor's work. Where appropriate, the Student will be certified to appear in court or personally represent a client under attorney supervision.
- C. The Field Supervisor agrees that as appropriate, the Student will be offered opportunities to participate in all aspects of placement cases or projects, such as client interviewing, counseling, case planning, negotiation, fact investigation, trial preparation and trial, meetings, policy development, legal research, drafting, legal writing, and guided observation of these or other lawyering activities.
- D. The Field Supervisor will ensure that the Student is not assigned clerical tasks, e.g., filing, photocopying, library updating, indexing, unless such tasks are specifically related to an educational activity.
- E. The Field Supervisor agrees to meet with the Student at the start of the term to review and discuss the Student's educational goals and strategies for achieving goals. The Field Supervisor will approve and sign the Learning Goals and Plan form.
- F. The Field Supervisor agrees to meet with the Student as often as necessary to provide timely and meaningful feedback on assignments and lawyering tasks, and to ensure Student is getting substantial lawyering experience.
- G. The Field Supervisor agrees to arrange substantive work for the Student to do when the Field Supervisor plans on being unavailable during regular office hours for a significant period of time.

PLANNED DATES FIELD SUPERVISOR WILL BE UNAVAILABLE: 4/15-4/18

- H. The Field Supervisor agrees to complete a written evaluation of the Student's performance midway and at the end of term and to submit the evaluations to the Faculty Supervisor in such form and at such time or times as required.
- I. The Field Supervisor recognizes the educational nature of the Student's field placement and agrees not to bill for the student's work.

III. Student Responsibilities:

- A. The Student agrees to perform work assigned by the Field Supervisor in connection with the field placement, to seek work when idle, and to seek feedback on all assignments.
- B. The Student agrees to complete at least ³⁶⁰ hours of work per the following work schedule (DAYS/TIMES): M-Friday 8:45a.m - 5:00pm. (w leaving 4:30pm)
- C. The Student agrees to seek permission from the Field Supervisor for any changes or modifications in the placement work schedule. If sick, the Student agrees to notify the Field Supervisor, or his or her designee, as soon as feasible. The dates below are requested at this time:
IMPORTANT DATES/EVENTS/REQUESTED TIME OFF: Wed. April 10th [approved by Artrese]
- D. The Student agrees to comply with the Rules of Professional Conduct and other rules, guidelines, or policies applicable to the particular field placement.
- E. The Student agrees to identify specific individual educational goals and strategies for achieving goals, review and discuss the goals and strategies with the Field Supervisor, and submit a copy of the Learning Goals and Plan to the Faculty Supervisor. [see Attached]
- F. The Student agrees to contemporaneously record time that truthfully describes the Student's activities in the field placement and the time devoted to each activity, as instructed by the Faculty Supervisor.
- G. The Student agrees to record the Student's thoughts, reflections and observations about his/her activities in a Learning Journal, as instructed by the Faculty Supervisor.
- H. The Student agrees to complete a mid-term and an end-of-term self-evaluation, as well as a Field Evaluation.

IV. Faculty Supervisor Responsibilities:

- A. The Faculty Supervisor, with assistance from other Elon faculty, agrees to interact with the Student and the Field Supervisor to ensure a quality educational experience at the Student's field placement. One conference with the Field Supervisor shall be at mid-term, in person or via Skype/phone, and may involve the Student.
- B. The Faculty Supervisor agrees to review and give feedback on Student's Learning Goals and Plan, and to use this document throughout the term to help the Student make progress on stated goals.

- ## V. Agreement

Anastasia Tramontozzi
Name of Student

Nomadasia Javala 4-8-19

Signature Date

X B. Corey Shultz
Name of Field Supervisor

Signature [Signature] Date 7-8-19

X Christian B. Thomas
Name of Faculty Supervisor
Field

Signature _____ Date 4-8-19
Signature _____ Date _____

Name of Faculty Supervisor

Signature _____ Date _____

Learning Goals and Plan of Anastasia Tramontozzi
At Public Defender's Office in Forsyth County, North Carolina

Under Primary Supervision of Supervisor Casey Shillito and Christian Thomas

- 1. Goal One: Familiarize myself with Judges' Names, Court Room procedures, and DA's**
- a. Continue to observe court, continue to be introduced to judges, and continue to navigate throughout the courthouse- familiarizing myself with the in's/out's
 - b. Actively record judge names in notebook and courtroom locations until I have them to memory

Benchmark: April 15, 2019

- 2. Goal Two: have a better understanding how to speak with and inform clients of issues regarding their case.**

Objectives

- a. Observe and conduct client interviews to learn which questions to ask for clients charged with certain crimes. Along with that see part (b.)
- b. Better understand the penalties and sentencing that a client may face —more specifically, review (after work) sentencing charts and penalties designated to specific crimes, as well as review
- c. Be able to inform a client of the charges they are facing, the outcome(s)/penalties, and discuss course of actions with them moving forward in their case

Benchmark: April 30, 2019

- 3. Goal Three: Learn how to conduct a Criminal Law Hearing**

Objectives

- a. Continue to shadow/observe court hearings
- b. Study the process of hearings/motions
- c. Study the formalities and procedural nuances that attorneys and judges abide by
- d. Conduct a hearing/trial/or other motion while being supervised

Benchmark: May 30, 2019

- 4. Goal Four: Conduct a Reasonable Suspicion/Probable Cause hearing**

- a. Continue to observe court and review Probable Cause/Reas.Susp. Motions
- b. Prepare PC/Reas. Susp. motion under supervision

Benchmark: June 7, 2019

- 5. Goal Five: Observe *voire dire* (Jury selection) and learn the questions typically asked**

- a. Look over CLE reading regarding *voire dire* addressing racial issues
- b. Observe any trial that may include a jury selection

Benchmark: (if such trial is going on): June 7, 2019

Signatures to be recorded after review by Faculty Supervisor

Signature of Student

Date: 4/19/2019

Signature of Site Supervisor

Date: 4/8/19

Signature of Site Supervisor

Date: 4/19/19