

RULES FOR LOUISIANA DISTRICT COURTS

TITLE V

Fortieth Judicial District Court

Parish of St. John the Baptist

Chapter: 41

Chapter Title: Court Organization and Sessions

Appendix 20

Rule No: 41.0

General Organization of Court:
Divisions or Sections of Court

This Court is composed of Divisions A, B and C, one judge for each division. Each division shall sit as a criminal division during designated weeks of each month, as a juvenile division on designated days, and as a civil division during the remaining weeks.

Scheduling

Each division will sit as a criminal division for two weeks per month, September through June, said weeks to be decided upon by the judges. One week will be designated as Felony Week, during which felony trials shall be scheduled; and one week will be designated as Misdemeanor Week, during which traffic matters, misdemeanor arraignments and trials, felony motions and arraignments, and juvenile matters shall be held. For the months of July and August each division will schedule a Misdemeanor Week, and a Felony Week may be scheduled at the discretion of each judge. The Clerk of Court shall make available such number of potential jurors as the Court deems necessary for felony trials.

Appendix 22

Rule No: 41.1

Court Administration: Duty
Judges: Mediation

Allotment

All juvenile matters shall be randomly allotted, except that all second or subsequent offenders who have been placed on probation by a division of this court shall be allotted to that same division.

Continued Custody Hearings shall be heard by the duty judge at whose order the juvenile was detained

Duty Judge

There is established the position of Duty Judge who shall:

1. Serve as Committing Magistrate for all criminal matters, including the following responsibilities:
 - a. All weekend and holiday emergencies;
 - b. Fixing bail;
 - c. Signing property bond orders;
 - d. Signing search and arrest warrants;
 - e. Detaining juveniles and holding continued custody hearings;
 - f. Appointing counsel for those persons in custody; and
 - g. All other matters relating to persons in custody, except when the case has been allotted to another judge who is available.
2. Handle all civil matters not referable to the allotted judge, including:
 - a. Default judgments, if the allotted judge is unavailable;
 - b. Actions such as civil commitments, injunctions, protective orders, habeas corpus or other summary proceedings in emergency cases when the judge to whom the matter is allotted is unavailable or cannot be located after diligent effort.
3. Provide for his/her replacement during times of his/her unavailability.

4. Serve respectively in accordance with the following schedule:

January	Division C
February	Division B
March	Division A
April	Division C
May	Division B
June	Division A
July	Division C
August	Division B
September	Division A
October	Division C
November	Division B
December	Division A
