

RENEWAL APPLICATION FOR PIERCE COUNTY SUPERIOR COURT
TITLE 11 GUARDIAN AD LITEM REGISTRY

This application is for Guardian ad Litem currently serving on the Pierce County Superior Court Title 11 Guardian ad Litem Registry.

THIS IS PUBLIC INFORMATION

This is my **renewal** application to serve as a Guardian ad Litem in Pierce County, State of Washington as required under Title 11. I hereby certify under the penalty of perjury under the laws of the State of Washington that my renewal application is true and correct. Please **check each box** where contact information has changed since last year's application was submitted.

Date Signed: 2/4/09 Signature: [Signature]

WSBA # and Year Admitted: 32749 2002

Printed Name: Sarah L. Small Point-Du-Jour

[] Business Address: 1119 Pacific Ave Ste 1308

[] City: ~~Everett~~ Tacoma State: WA Zip Code: 98402

[] E-Mail Address: sarah@spdjlw.com

[] Business Telephone Number: 253 238 0868 [] FAX: 253 238 0867

Bilingual: Yes If so, in what language(s): Italian

Please indicate the date, county and sponsor where you are enrolled for the one day mandatory training (only approved training qualifies): April 24, 2009 King Co. Bar Assoc.
DATE COUNTY/SPONSOR

Please include the dates and sponsor of the initial two day training that you previously completed:

Training Sponsored by: (Name) KCBA

(Address) 1200 Fifth Ave Ste 600

(county) King (Dates) May 2005 (12th + 13th)

(Phone) 206-267-7004

NOTE: Only this application may be utilized. Late applications shall **not** be accepted for any reason. All questions **must** be answered in the order in which they are given. Answers that only refer to a resume or vitae are **not** acceptable although a resume is required and you may attach supporting materials. Please return completed application, resume and any materials by **March 20, 2009 4:30 PM** to:

Pierce County Superior Court Administrator
Room 334, County City Building
930 Tacoma Ave South
Tacoma, WA 98402-2108

→ RH, pls do a cover letter for the application

THIS PART OF THE APPLICATION IS PUBLIC INFORMATION

A. Please report the first year you served on the RCW 11.88 Guardian ad Litem Registry in **Pierce County**. Please list any years where there was a break in service.

2005

B. Number of appointments you have received as a Guardian ad Litem and the county or counties of appointment during the last Registry year, 7/1/08 to 3/20/09:

King: 2

Pierce: 2

C. Percentage of your total case load that RCW 11.88 Guardian ad Litem work represents overall:

5-10%

D. Criminal history, as defined in RCW 9.94A.030: A current and completed Washington State Patrol Conviction Criminal History Record must be received by the Court. If not attached, the expected date the Court will have the record: 3/30/09

E. Have you ever been accused of, found guilty of, or been a victim of **either** domestic violence or an anti-harassment action? Yes No . If **yes**, please explain.

F. Evidence of your knowledge, training, and experience, in the following areas, pursuant to RCW 11.88.090 (3) (b) (I). You must complete **in full** the information requested below, in the space provided, in addition to attaching a required resume or vitae. However, answers that only refer to a resume or vitae are **not** acceptable .

1) The number of times you have been removed for failure to perform duties as Guardian ad Litem. For each removal, give a brief explanation, with the county, case name, cause number, and attach all relevant documents from the court file along with a copy of the court order.

None.

2) Please list all other trainings you have attended, the month/year attended and the materials covered in each training you attended.

KCBA Title II trainings 2006, 2007, 2008.

TPCBA 7th Annual Guardianship Seminar 11/6/08

I also certify the following:

G. I will successfully complete the Guardian ad Litem training required by the Pierce County Superior Court and under the laws of the State of Washington (only approved

training qualifies) under the laws of the State of Washington and immediately submit my Certificate of Attendance.

AGREE DISAGREE

H. My normal hourly rate is \$ 250.00. My hourly rate to serve as Guardian ad Litem in guardianships is \$ 200.00.

I. I am presently not serving, nor have I recently applied to serve, as a Judge or Commissioner pro tempore in Pierce County Superior Court. I understand that I am not permitted to serve in both capacities.

AGREE DISAGREE

J. I have no criminal history or license suspension or revocation.

AGREE DISAGREE

K. I am not the subject of any pending investigation or action by a government agency, professional organization or one that would result in either a criminal conviction or a license revocation or suspension.

AGREE DISAGREE

L. I have read and understand the applicability to me and agree to be bound and governed by the Pierce County Superior Court Administrative Policy #3 for the Title 11 Guardian ad Litem Registry.

AGREE DISAGREE

M. I have read, signed, returned and understand the applicability to me of the Pierce County Superior Court Administrative Policy #4 Title 11 Guardian ad Litem. Code of Conduct and agree to be bound and governed by the Code of Conduct.


AGREE DISAGREE

N. I have completed in full, signed and attached the confidential supplement to this renewal application.

AGREE DISAGREE

If you disagree for **any** above (G-N) please explain in full:

I certify that I have thoroughly studied the provisions and requirements of Title 11 and believe I am fully qualified to be appointed as Guardian Ad Litem for Guardianships in Pierce County, Washington.

	2/4/09
Signature	Date of signing
Sarah L. Small Point-Du-Jour	Tacoma, WA
Print Name	Place of signing

Please continue to next page.

POLICY 4

**PIERCE COUNTY SUPERIOR COURT
RCW 11.88 GUARDIAN AD LITEM
CODE OF CONDUCT**

All Guardian ad Litem's shall fully comply with this Code of Conduct and the requirements of Superior Court GALR, effective 11/01:

1. The appointed Guardian ad Litem shall decline the appointment if they are not qualified, competent, or able to complete the matter in a timely manner.
2. The Guardian ad Litem shall maintain the ethical principles of their own profession in addition to compliance with this Code of Conduct.
3. The Guardian ad Litem shall promptly advise the court of any grounds for disqualification or unavailability to serve.
4. The Guardian ad Litem shall avoid self-dealing or association from which the Guardian ad Litem might directly or indirectly benefit, other than from compensation as a Guardian ad Litem.
5. The Guardian ad Litem shall not guarantee or create the impression that any portion of the investigation will remain confidential, and shall inform all witnesses that the information gathered by the Guardian ad Litem must be reported to the court.
6. All records, including contemporaneously maintained time and expense records, of the Guardian ad Litem shall promptly be made available to the parties and their attorneys for review upon request, without formal discovery request(s) being made. Copies of the records may be made by the parties and their attorneys under circumstances that assure that the file remains complete, organized and intact.
7. Once admitted to the RCW 11.88 Registry, all Guardian ad Litem's shall fully comply with all continuing education requirements established under Pierce County Local Rules and GALR, as amended.
8. The Guardian ad Litem shall report to D.S.H.S. and the court, any adult abuse as defined in RCW 74.34.020(2).

The undersigned acknowledges receipt of the foregoing, has read the same and GALR, and agrees to be governed by all.

2/4/09

Date



Signature Sarah L. Small Perit-Du-Jour
WSBA 32749

1119 Pacific Ave. Suite 1308 Phone: 253-238-0868
Tacoma, WA 98402 Fax: 253-238-0867
Email: sarah@spdjlw.com

Sarah L. Small Point-Du-Jour

Professional Experience

1/2008 to present SPDJ Law, Inc., PS Tacoma, WA
Owner

Real estate focused solo law practice.

10/2002 to 12/2007 Ryan, Driessen & Small, Inc., P.S. Auburn, WA
Attorney, Partner since 8/2003, WSBA No. 32749

Practice areas primarily include real estate transactions, boundary line disputes, foreclosures, quiet title and landlord/tenant, and include personal injury, estate planning and probate. Practicing law as "Sarah L. Small."

11/2002 to 5/2002 King County Superior Court Kent, WA
Judicial **Extern** – Judges Dean Lum and Richard McDermott

6/2001 to 3/2001 Attorney General of Washington Seattle, WA
Rule 9 Legal Intern Division of L & I

5/2001 to 2/2002 Schroeter Constitutional Justice Center Seattle, WA
Administrative Director, Research Assistant from 8/2000 to 5/2001

Education

1999-2002 Seattle University School of Law Seattle, WA
Juris Doctor

1995-1999 Gonzaga University Spokane, WA
Bachelor of Arts, English and Italian Studies Majors
-Novice Women's Crew Team, 1995-1996
-Attended Gonzaga-in-Florence, 1997-1998 Florence, Italy
-Achieved fluency in the Italian language
-Residence Hall Association, Hall President and Hall Representative

1991-1995 Wenatchee High School Wenatchee, WA
High School Diploma
-Rotary Youth Exchange Student, 1994-1995 Adelaide, South Australia

Community Activities

5/2008 to present Tacoma 8 Rotary Tacoma, WA

11/2003 to 5/2008 Auburn Rotary Club Auburn, WA

10/2005 St. Andrew Church Sumner, WA

Blue Ribbon Task Force Committee Member

2003 Federal Way Law Clinic Federal Way, WA

Certificate of Completion

King County Bar Association

Arrival
Time
8:55 AM

Sarah Small Point-Du-Jour

**2009 Washington State
RCW 11.88.090 Guardianship
Guardian ad Litem Training**

Re-Certification, April 24, 2009

April 24, 2009: 5.50 General & 2.00 Ethics for a Total of 6.50 CLE Credits Approved (approval# 227 029)

5.75 Certified Professional Guardian Credits Approved for April 24, 2009 (4.75 General & 1.00 Ethics)



Roxanne Mennes, Education Director, King County Bar Association