

Judicial District Summary Worksheet – Reestablishment 2021-2022

Start by saving the fillable worksheet template locally on your system as a PDF form. Then, open and complete the worksheet in a PDF browser (not a web browser) to ensure all options and functionality are available. Answer the questions by typing or selecting responses. Press TAB or click on a field to advance. Hover the fields for tips and instructions. Save and upload the completed form to SharePoint. Complete one worksheet or one for each county if you are a joint judicial district.

Judicial District Number:		County:		Class of County:	
----------------------------------	--	----------------	--	-------------------------	--

1. List the existing magisterial districts in your judicial district (##-#-##):

Caseload Analysis

2. Average total caseloads:	<i>Avg for Judicial District</i>	<i>Avg for Class of County</i>
	A.	B.
3. Compare the difference between the caseload average of your judicial district to the class of county.	<i>Difference (2A - 2B)</i>	<i>Ranking</i> <i>Total</i>
		<i>out of</i>
4. Is your judicial district caseload average at the lower end of the caseload range when compared to the other judicial districts in your class of county?		

Proposed Actions

5. Are any magisterial districts proposed for reestablishment? If YES , list the magisterial districts proposed for reestablishment (no changes).	
6. Are any magisterial district proposed for realignment? If YES , list the magisterial districts proposed for realignment (changes).	
7. Are any magisterial districts proposed for elimination? If YES , list the magisterial districts proposed for elimination.	

Additional Workload Factors	
8. Do you have a night court operating within the judicial district?	
9. Do you have a central court within your judicial district?	
10. Do you have any special programs that will entail effort by the MDJs such as truancy programs or drug, DUI, veteran, or mental health diversion programs? If YES , briefly explain the types of programs.	
Final Checklist	
11. Was a request for public comment posted?	
12. Method of posting - electronic, physical copy, or both?	
13. Were media outlets notified?	
14. Were public comments received?	
15. Did you include a copy of the posting and public comments in your submission?	
16. Did you complete summary worksheets for all magisterial districts?	
17. Did you include your petition and all supporting documentation, if applicable?	
18. Did you confer with the MDJs in your county?	
19. Additional Remarks	
Verification of Submission	
20. Date submitted to AOPC:	
21. President Judge Name:	
<div style="text-align: center; margin-top: 10px;"> Signature _____ </div>	