

ALASKA COURT SYSTEM
OFFICE OF THE ADMINISTRATIVE DIRECTOR
ADMINISTRATIVE BULLETIN NO. 52

TO: ALL HOLDERS OF ADMINISTRATIVE BULLETIN SETS:

Presiding Judges	Senior Staff
Area Court Administrators	Clerk of the Appellate Courts
Rural Training Assistants	Central Services Manager
Full-Time Clerks of Court	Court Analysts
Magistrates	CMS Project Manager
Law Libraries at Anchorage, Fairbanks, Juneau & Ketchikan	
Judicial Services	

SUBJECT: Statewide Clerks' Conference

Purpose: The purpose of the Statewide Clerks' Conference is to provide an opportunity for clerks of court to receive professional development training, to review newly promulgated or revised statutes, rules, and regulations and discuss their impact on court procedures, to work together to resolve issues that courts are facing regarding clerical operations, and to develop training procedures for court staff.

All clerks of court, chief deputy clerks from larger courts (Anchorage, Palmer, Kenai, Fairbanks, Bethel, Ketchikan, and Juneau) and rural court training assistants shall attend statewide clerks' conferences as scheduled by the administrative office, unless excused by the administrative director. Deputy clerks (other than the chief deputies listed) will not be scheduled to attend absent special circumstances, subject to approval of the administrative director. Area court administrators may attend the conference at their discretion.

Magistrates with significant clerical responsibilities may attend the conference with prior approval of the administrative director. The director may approve a request if the director determines that there is compelling reason to believe the conference program will enhance the magistrate's ability to perform his or her assigned duties.



Date: April 22, 2008

Stephanie Cole
Administrative Director

History: Originally issued on April 17, 1991'