

SANDUSKY COUNTY
COMMON PLEAS COURT
FILED

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CHRIS SCHNEIDER
CLERK

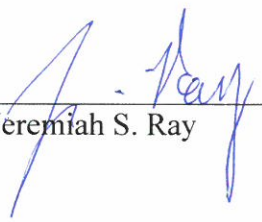
IN THE COURT OF COMMON PLEAS OF SANDUSKY COUNTY

Misc. Journal

September 24, 2021

In the matter of the Local Rules of Court

The Court herein ORDERS that the *revised* Standard Order – Parenting Time and Guardian Ad Litem rules contained in the Court's Local Rules filed with the Clerk of Courts this day be adopted for the Courts of Common Pleas of Sandusky County from this day forward.



Judge Jeremiah S. Ray



Judge Jon M. Ickes

Standard Order – Parenting Time
Sandusky County Court of Common Pleas

A. GENERAL GUIDELINES

Parenting time may take place at any times and places that the parties may agree.

Parenting time does not include picking up the children and leaving with them with someone else while the visiting parent pursues their own recreation which excludes the children; children should not be taken into bars for an extended period of time and neither parent shall consume alcohol to excess during custody or parenting time. Violations shall be deemed to be cause for curtailment of parenting time and/or change of custody and/or subjecting the offending parent to contempt.

Parenting time is an opportunity for each parent to spend time with and be involved in the activities of the minor children. Parties should not involve their children in their disputes with each other, nor use them as a “messenger service.” Parenting time should be a rewarding experience for both the children and the parent. Therefore, the Court encourages liberal parenting time arrangements.

Parties should feel free to modify the Standard Order by mutual agreement, or to make their own arrangements for parenting time which they feel are in the best interests of their children.

It is the duty of each parent to take all reasonable measures to make sure that the children go for the parenting time period.

Remember, your children make plans for parenting time the same as each of you make your own plans. Therefore, if something occurs which will interfere with parenting time, notify each other and your children as soon as possible.

B. PARENTING TIME SCHEDULE

If there is more than one (1) child, the hour of return shall be the hour for the youngest child. If a child is in a child care arrangement, the nonresidential parent may not pick up the child from the caretaker without the permission of the residential parent, preferably in writing. The nonresidential parent shall make sure that any homework is completed, if possible, before the child’s return to the residential parent.

1. Ages 0 to 12 months:

For the children under 12 months, the Court must consider the prior relationship established between the parties and the child. Sufficient time must be allowed for establishing a bond between the parent and child(ren). Once the Court determines that the parental bond has been established, parenting time will be as follows: three (3) visits a week for two (2) hours, the times of which will be set to accommodate the work schedule for both parents.

If the parties cannot agree on the date/time of the visits, the visits shall take place on every Monday, Thursday, and Saturday from 6:00 p.m. to 8:00 p.m.

2. Ages 12 months to 24 months:

For the children between 12 months and 24 months, the Court must consider the prior relationship established between the parties and the child. Sufficient time must be allowed for establishing a bond between the parent and child(ren). Once the Court determines that the parental bond has been established, parenting time will be as follows: two (2) midweek visits for two and a half hours (2 ½) and one (1) overnight, the times of which will be set to accommodate the work schedule for both parents.

If the parties cannot agree on the date/time of the visits, the visits shall take place as follows:

- a. Midweeks: Tuesday and Thursday from 6:00 p.m. to 8:30 p.m.
- b. Overnight: Friday at 7:00 p.m. to Saturday at 7:00 p.m.

3. Ages 24 months to 18 years old:

Under this Standard Order, parenting time shall be allowed, except for children under twenty-four (24) months of age, as follows:

- a. **Weekend Parenting Time:** Every other weekend from Friday night at 7:00 p.m. to Sunday night at 7:00 p.m. Specific parenting time for a holiday, day of special meaning, or a vacation overrides weekend parenting time, but the alternating weekend schedule shall not change, even if interrupted and overridden by a holiday, day of special meaning, or vacation parenting time. Weekend time that is lost due to a holiday does not have to be made up.
- b. **Mid-week Parenting Time:** In addition, the children shall spend a minimum of one (1) overnight per week, so long as the children get to school/are taken care of, if practical. If the parents cannot agree on the date/time, the overnight shall take place on Wednesday from 7:00 p.m. to Thursday at 7:00 p.m.

In the alternative, if the midweek overnight is not practical for the parents, then the parent shall have two (2) midweeks per week. If the parents cannot agree on the date/time, the two (2) midweeks shall take place on Tuesday and Thursday from 5:00 p.m. to 8:00 p.m.

c. Parenting Time on Days of Special Meaning:

- i. Mother's and Father's Day: Mother's Day shall always be spent with the Mother and Father's Day shall always be spent with the Father, regardless of which parent is entitled to the weekend. If the parties cannot agree on times,

the times are 10:00 a.m. to 8:00 p.m. The child shall spend the remainder of the Mother's or Father's Day weekend with the parent who has regularly scheduled parenting time for that weekend.

- ii. Child's Birthday: A child's birthday shall always be spent with the Mother in the even numbered years and shall always be spent with the Father in odd numbered years. However, the nonresidential parent shall provide one (1) weeks' notice of intent to exercise such birthday parenting time. If the parties cannot agree on a time, the time for such visitation shall be 10:00 a.m. to 8:00 p.m., for a child not in school on the birthday, and 5:00 p.m. to 8:00 p.m. for a child in school on their birthday. The other parent can celebrate on another date. The child's birthday is to be spent with the designated parent, even if the other parent is entitled to weekend, midweek, holiday, or vacation with the child. Brothers and sisters subject to the same visitation order shall also be made available to participate in any birthday parenting time, to also be allowed to enjoy the birthday with family.

d. Holiday Parenting Time: Unless otherwise agreed, holiday parenting times are as follows:

<u>Holiday</u>	<u>Even Years</u>	<u>Odd Years</u>	<u>Time (unless otherwise agreed)</u>
Martin Luther King, Jr. Day	Residential Parent	Nonresidential Parent	Sun. 7:00 p.m. - Mon. 7:00 p.m.
Spring Break	Nonresidential Parent	Residential Parent	10:00 a.m. on the day after school is released from Spring Break until 7:00 p.m. two days before school resumes
Easter	Nonresidential Parent	Residential Parent	Sun. 10:00 a.m. – Sun. 7:00 p.m.
Memorial Day Weekend	Residential Parent	Nonresidential Parent	Fri. 7:00 p.m. – Mon. 7:00 p.m.
July 4 th Holiday	Nonresidential Parent	Residential Parent	7/3 at 7:00 p.m. – 7/5 at 7:00 p.m.
Labor Day Weekend	Residential Parent	Nonresidential Parent	Fri. 7:00 p.m. – Mon. 7:00 p.m.
Trick-or-Treat	Nonresidential Parent	Residential Parent	5:00 p.m. – 8:00 p.m. of the night Trick-or-Treat is scheduled in that parent's neighborhood

Thanksgiving	Residential Parent	Nonresidential Parent	Wed. 7:00 p.m. – Sun. 7:00 p.m.
1 st Half of Winter Vacation, including Christmas Eve and New Years' Eve/Day	Residential Parent	Nonresidential Parent	7:00 p.m. on the day that school is out for Christmas vacation to 10:00 a.m. on Christmas Day
2 nd Half of Winter Vacation, including Christmas Day	Nonresidential Parent	Residential Parent	10:00 a.m. on Christmas Day until 7:00 p.m. two days day before school resumes

e. Summer Vacation Parenting Time:

- i. Length: Each parent shall have four (4) weeks of summer vacation parenting time. Vacation parenting time shall be exercised in a block of not less than one (1) week (seven days) or more than two (2) consecutive weeks at a time, and the nonresidential parent has the right to determine the duration of the block of vacation parenting time.
- ii. When Exercised: With regard to any child of school age, the nonresidential parent's vacation parenting time shall be exercised between June 1st and the seventh day before commencement of the child's new school year, unless otherwise agreed by the parties or ordered by the Court. With regard to a child who is not of school age, vacation parenting time may be exercised any time of the year, except during holiday time allocated to each parent.
- iii. Residential Parent Notification: So as to facilitate scheduling and minimize conflicts, the residential parent shall deliver to the nonresidential parent, in writing, and no later than March 1st of each year, all information (including schedules, if available) concerning potential summer activities for the parties' minor child. Scheduling of summer activities shall be discussed by the parties, which discussions shall consider the desires of the child, family traditions, work schedules of the parents and the child, etc.
- iv. Nonresidential Parent Notification: The nonresidential parent shall, no later than April 1st of each year (or 60 days prior to the start of the vacation parenting time if the child is not in school), deliver to the residential parent, in writing, the dates he/she wishes to exercise vacation parenting time. This notice, and the notice of potential summer activities, shall be delivered by one party directly to the other, and shall not be sent through the child.
- v. Priority of Parent's Schedules: The nonresidential parent's choice of vacation parenting time has priority over the residential parent's choice, unless the

residential parent's vacation is an annual mandatory shut-down of their place of employment, or unless the residential parent is required by an employer to give more than sixty (60) days' notice of intent to take a vacation and the nonresidential parent has no similar requirement.

- vi. Summer School: Required summer school of a child does not bar or otherwise alter the parenting time schedule set forth herein. If the child must attend summer school during the nonresidential parent's parenting time, the nonresidential parent shall make sure that the child meets all attendance requirements for summer school.
- vii. Contact Information: If either parent takes the child outside the county in which that parent resides, for a period of twenty-four (24) hours or more, that parent must provide the other parent with the destination, times of arrival and departure, method of travel, and a telephone number where the child can be reached in case of emergency.
- viii. Residential Parent's Out-of-Town Vacation: The residential parent shall be entitled to take two (2) weeks out-of-town vacation per year which is uninterrupted by midweek or weekend parenting time. This vacation may be exercised in minimum increments of one (1) week. The residential parent shall not be required to make-up any missed weekend or midweek parenting time associated with his or her out-of-town vacation. The residential parent shall give forty-five (45) days advance notice of any out-of-town vacation time exercised under this provision.
- ix. Resumption of Weekend Schedule: The alternating of weekends shall not be affected by intervening vacation parenting time periods of either parent, and the rotation shall continue as initially established, unless the parties agree otherwise.
- x. Priority of Other Parenting Time Periods: Neither party shall schedule vacation with the child during the other parent's designated time for a holiday or day of special meaning.

C. MISCELLANEOUS PARENTING TIME ISSUES.

- 1. **Priority of Parenting Time Periods**: In the event of any conflict between parenting time allocated to each parent under this Rule, the following order of priority shall govern, with (a) being the highest priority and (d) being the lowest priority:
 - a. Holidays and Days of Special Meaning;
 - b. Vacation Time;
 - c. Weekends; and
 - d. Midweek Parenting Time.

2. **Cancellation of Parenting Time by Nonresidential Parent:** Except in case of emergency, the nonresidential parent shall give the residential parent 24-hours advance notice of any cancellation of parenting time. A parent who does not give timely notice of cancellation of parenting time forfeits that period of parenting time. Nothing in this provision prevents a nonresidential parent from scheduling make-up parenting time, when parenting time must be canceled by the nonresidential parent because of an emergency or other unforeseen circumstance.
3. **Keeping the Children Together:** All brothers and sisters subject to the same parenting time order shall participate in parenting time together, unless otherwise agreed by the parties, or unless one child is too ill to leave home for parenting time.
4. **Ending Parenting Time Early:** The nonresidential parent shall not return the child, prior to the end of the parenting time period, unless the parties agree in advance. The residential parent shall not attempt to terminate parenting time prematurely, without agreement, by arriving early to pick up the child.
5. **Transportation:** The nonresidential parent shall transport the child at the start of the parenting time period. The residential parent shall transport the child at the end of the parenting time period. A parent, if unavailable for the pick-up of the child, shall have a responsible adult, well known to the child, provide substitute transportation for the child. All child restraint laws must be complied with by any person driving the child. No person transporting the child may be under the influence of drugs or alcohol. Only licensed drivers shall drop off/pick up for parenting time.
6. **Promptness:** Each parent shall be prompt for pick-up of the child. Neither parent shall be more than thirty (30) minutes late to pick up the child. A nonresidential parent who is more than thirty (30) minutes late loses that particular parenting time period.
7. **Clothing and Personal Items:** The residential parent is responsible for providing sufficient appropriate clean clothing and personal items for every parenting time period. If the planned parenting time activities require special or unusual clothing needs, the nonresidential parent must notify the residential parent in advance. If the child does not own the type of clothing requested, the residential parent is under no obligation to comply with the request. All clothing sent by the residential parent MUST be returned immediately after the parenting time period, in good condition, reasonable wear and tear excepted.
8. **Child's Appearance:** Unless otherwise agreed, the residential parent shall have the right to determine the appearance of the minor children. Therefore, the nonresidential parent shall not make any change in the children's personal appearance, such as the changing of hair style, piercing of ears, etc., without the written consent of the residential parent.
9. **Child's Religion:** Unless otherwise agreed, the residential parent shall have the right to determine the religious preference of the minor children.

10. **Schoolwork:** A parent must provide time for any child to study and complete homework assignments, papers or other school assigned projects, even if the completion of this work interferes with a parent's plans with the child. If schoolwork is assigned by the school prior to the parenting time, the residential parent must inform the nonresidential parent of the school work to be done, so that it may be timely completed.
11. **Address and Telephone Numbers:** Unless the Court orders otherwise, each parent shall keep the other parent informed of his/her current address and telephone/cell phone/pager number, and an alternate telephone number in the event of an emergency. Absent an order of the Court, no parent shall put a block on his/her phone prohibiting the other parent from calling. Answering machines/voicemails for both parents are encouraged, in order to facilitate communication. If either parent takes the child outside the county in which that parent resides, for a period of twenty-four (24) hours or more, that parent must provide the other parent with the destination, times of arrival and departure, method of travel and a telephone number where the child can be reached in an emergency.
12. **Illness or Injury of a Child:** If a child is too ill to leave home for parenting time, the residential parent shall give the nonresidential parent notice of that fact at the earliest available time. The nonresidential parent shall be entitled to make-up parenting time with the child under the provisions in Paragraph 7 above. The residential parent shall keep the nonresidential parent informed of any health condition of the child which necessitates medication or treatment. The residential parent shall provide the nonresidential parent with any necessary prescription medication or treatment instructions prior to the start of the parenting time period.
13. **Communication between Parents:** Parents, whenever possible, shall communicate directly with one another concerning parenting time issues. In the event parents cannot communicate effectively with one another, the parents shall utilize alternative methods for communication such as: (1) communicating in writing only (text/e-mail); (2) engaging a third party to assist in their communications; or (3) seeking professional assistance, including but not limited to the Court's mediation services.
14. **Children's Activities:** Regardless of where the child is living, the child's participation in extracurricular activities, whether school-related or otherwise, shall not be interrupted because of parenting time. The parent who has possession of the child(ren) at the time of an activity shall transport the child to the activity, unless otherwise agreed by the parties, in advance of the parenting time period. Each parent shall fully inform the other parent of any organized activities of the child, in advance, complete with a schedule and the name and contact information for any activity leader, if available.
15. **Child's Records and Activities:** The residential parent shall provide copies of every grade card or notice regarding the children within five (5) days of receipt thereof, and may not use the children to deliver the grade cards or notices. The residential parent

must personally inform the other parent of school or special activities, such as parent teacher conferences, school programs, athletic events, honors programs, special ceremonies, school pictures, graduation events, and any other school activity in which the children are involved, as soon as such notices are received. Or, in the alternative, allow/give information to the non-residential parent to have access to online schooling records.

- a. Name: The residential parent shall use the child's birth or adopted name only, on the child's records.
- b. Records: The residential parent must list the nonresidential parent as the mother or the father of the child on all formal records of the child. The residential parent must also authorize the school to release to the nonresidential parent any and all information concerning the child, if such release is required for the nonresidential parent to obtain information concerning the child.
- c. Access: The nonresidential parent shall have the same access to the same records, same school activities and any daycare center attended by the child, on the same basis as said records or access is legally to the residential parent, unless a restrictive order has been journalized by the Court.

16. **Telephone Calls:** Unless otherwise ordered by the Court, each parent shall be permitted regular telephone contact with the child. At a minimum, each parent has the right to talk with the child no less than twice a week for no more than one-half (1/2) hour during each contact. Phone calls should be made during the child's normal waking hours. If the child is unavailable for conversation, each parent shall require the child to timely return the call.

In addition to any telephone calls received from a parent, a child is permitted and shall be encouraged to call a parent no less than twice a week. However, the decision to call shall ultimately be left to the child. The child's telephone privileges are not to be used by either parent to convey messages to the other parent. Parents shall not discipline a child by restricting telephone contact with the other parent.

17. **Noncompliance with Court Order:** The duties and rights of parents outlined in this schedule may be enforced by the Court upon the filing of the appropriate motion by either party. Under Ohio Law, a parent may not withhold parenting time because the other parent does not obey another Court order (for instance, to pay support, medical bills, etc.). A parent may seek enforcement of a periodic child support by contacting the Sandusky County Child Support Enforcement Agency. The failure of any party to obey a Court Order may subject the violating parent to Court-imposed sanctions or penalties, including fines, jail, payment of attorney fees and costs and other appropriate relief.

18. **Implementation of New Schedule:** This order constitutes the standard schedule of parenting time of this Court. The Court reserves the right to modify the parenting time schedule upon the filing of a motion by either party. The current version is intended to be prospective in application only. However, the Court, in addressing any motion for modification of parenting time, would generally adopt this schedule of parenting time, upon the request of either party, unless any party proves by a preponderance of the evidence that another schedule would serve the best interests of a child. If adoption of this schedule of parenting time expands the nonresidential parent's parenting time rights, a modification of parenting time standing alone shall not constitute sufficient evidence for a deviation of the nonresidential parent's child support obligation. Evidence of a specific monetary amount associated with the expanded parenting time is required for a deviation from child support computed pursuant to O.R.C. Section 3119.
19. **Attachment of Standard Order to Judgment Entries:** Anytime a Judgment Entry orders parenting time in accordance with this Rule, a copy of this Rule shall be attached to and incorporated into the Judgment Entry.

Standard Order – Parenting Time
Sandusky County Court of Common Pleas
Long Distance

If the parents live **more than one (1) hour apart one way**, alternative parenting time shall be allowed to the nonresidential parent as follows:

The Christmas holiday school vacation period, in alternating years, except that the first two days and the last two days of such vacation period shall be spent with the residential parent; or, in the alternative, the parents may agree to split such vacation period each year, with each parent having Christmas Day in alternating years.

The spring break school vacation period (if one exists), in alternating years from the Christmas holiday period, or, in the alternative, the parents may agree to split such vacation period.

One-half of the school summer vacation period each year, excluding any required summer school; however, the last week of such vacation period shall be spent with the residential parent. Summer vacation for pre-school age children shall be on a case-by-case basis. The non-residential parent shall give sixty (60) days advance written notice of the preferred dates.

The transportation costs shall be shared by the parents in the same ratio as their earnings or imputed earnings; however, the non-residential parent shall be responsible for making the necessary travel arrangements.

The children shall be allowed to communicate with the other parent, for a reasonable period of time, by the use of technology (telephone, SKYPE, facetime, etc.) at least once a week.

Additional parenting time, of a once-a-month weekend, beginning the third Friday of each month, unless agreed upon otherwise, shall be allowed, if the traveling time for the children does not exceed three hours one way from home to home. The residential parent must have at least one week's advance notice. The times shall be 7:00 p.m. on Friday, to 7:00 p.m. on Sunday, unless otherwise agreed.

Father's Day and Mother's Day may always be spent with the appropriate parent, if that parent chooses to spend the day with the children. At least two weeks advance notice to the residential parent is necessary to exercise this parenting time.

A non-residential parent who visits the residential parent's community is entitled to companionship with the children if the non-residential parent provides two days advance notice to the residential parent. The residential parent must permit the parenting time with the non-residential parent and the children outside the presence of the residential parent.

Frequent and regular parenting time is highly recommended for preschool aged children.

This extended schedule may not apply to newborns or very young children whose sense of time differs from an older child or an adult, and shall be individually addressed as needed.

The residential parent who visits the community where the non-residential parent lives, and brings the children, must give at least two days advance notice to the other parent, and must provide parenting time between the other parent and the children, outside the presence of the residential parent.

Parents are also expected to permit the children to visit grandparents or other family members who live in, or are traveling in, the vicinity.

Reasonable and timely communication and compromise is expected by both parents in a long distance visitation situation.

Guardian ad litem

A. GUARDIAN AD LITEM

1. **When appointed.** Whenever the Court finds that it is necessary to appoint a Guardian ad litem and/or legal counsel to protect the interest of a child or whenever the Court is required to do so by statute.

2. **Qualifications.** A Guardian ad litem shall have the following qualifications:

- a. Possession of law degree or graduate degree in psychology, psychiatry or social work;
- b. Possession of a Certificate of Good Standing from the appropriate board or other licensing body;
- c. The guardian ad litem must complete and maintain all education and training requirements pursuant to Superintendence Rules 48.04 and 48.05; and
- d. Maintenance of appropriate malpractice insurance.

Individuals who meet these criteria and desire to be placed on the Court's guardian ad litem list must submit an application to the Administrative Judge for approval. All individuals on the list shall certify annually that they are unaware of any circumstances that would disqualify them from serving and shall report the training they have attended to comply with this rule. Any individual approved for inclusion in the list shall immediately notify, in writing, the Administrative Judge of any arrest, indictment or conviction, including pleas of guilty, for any criminal offense involving any action that resulted in a child being abused or neglected, or of a violation of R.C. 2919.25, or any sexually oriented offense involving a child; and shall immediately report all civil cases in which the individual is named a party, and any pending professional disciplinary actions. Any individual approved for inclusion in the list shall immediately notify, in writing, the Administrative Judge if the individual was named as a respondent in an action for a civil protection order or was charged with domestic violence.

3. **How appointed.** The Administrative Judge shall maintain a public list of approved guardian ad litem while maintaining individual privacy pursuant to Sup. R. 44 through 47. Sup. R. 48.07. When the assigned Judge wishes to appoint an Attorney or other qualified individual as a guardian ad litem, he/she shall identify the next qualified individual from the appropriate list for the appointment as the guardian ad litem. Where it is determined that unique circumstances exist, the assigned Judge may appoint any individual from the qualified guardian ad litem list.

4. **Removal.** A guardian ad litem may be removed from the appointment list established herein for the following reasons:

- a. Refusal of three (3) cases in any twelve (12) month period without just cause.
- b. Failure to meet the qualifications and/or responsibilities established in the above paragraphs herein.
- c. In the interest of justice and for good cause shown.

5. Compensation. A Guardian ad litem shall be compensated at the rate of \$150.00 per hour for all reasonable and necessary time expended.

At the time of the guardian ad litem's appointment, the Court shall order one or both of the parties to post a cash bond with the Clerk of Court, which bond shall not be less than \$1,500.00. In the event the Court determines that the parties are unable to post such a bond, the Court may issue an order waiving or modifying this requirement. The bond shall be held as security for partial payment of the guardian ad litem fees.

Upon motion for guardian ad litem fees, the Court may conduct a hearing to determine if the fee sought by the guardian ad litem is reasonable and necessary. The Court may presume that each party will contribute equally to the fee for the guardian ad litem. That presumption may be rebutted by good cause. Any order for fees shall include a direction to the Clerk of Courts to release the bond to the guardian ad litem.

6. Periodic Review. The Administrative Judge or his/her designee shall annually review the Court's compliance with Sup. R. 48.07.

7. Conflicts. Where appropriate at the time of appointment, the Court may also appoint the guardian ad litem to be the child's legal counsel. In the event that a conflict arises, the guardian ad litem shall immediately comply with Sup. R. 48.03(B), so that the Court may promptly resolve the conflict by entering appropriate orders.

8. Duties. Unless specifically relieved by the Court, the duties of the guardian ad litem shall include, but are not limited to, the following:

- a. Become informed about the facts of the case and contact all relevant persons;
- b. Observe the child or children in the presence of each parent, foster parent, guardian or physical custodian;
- c. Interview the child, if age and developmentally appropriate, where no parent, foster parent, guardian, or physical custodian is present;
- d. Visit the child(ren) at the residence or proposed residence of the child(ren) in accordance with any standards established by the court;
- e. Ascertain the wishes and concerns of the child(ren);
- f. Interview the parties, foster parents, guardians, physical custodian, and other significant individuals who may have relevant knowledge regarding the issues of the case. The guardian ad litem may require each individual to be interviewed without the presence of others. Upon request of the individual, the attorney for the individual may be present;
- g. Interview relevant school personnel, medical and mental health providers, child protective services workers, and court personnel and obtain copies of relevant records;
- h. Review pleadings and other relevant court documents in the case;
- i. Obtain and review relevant criminal, civil, educational, mental health, medical, and administrative records pertaining to the child and, if appropriate, the family of the child or other parties in the case;

- j. Request that the court order psychological evaluations, mental health or substance abuse assessments, or other evaluations or tests of the parties as the guardian ad litem deems necessary or helpful to the court;
- k. Review any necessary information and interview other persons as necessary to make an informed recommendation regarding the best interest of the child;
- l. Interview each parent separately;
- m. Meet with any evaluator assigned to the case;
- n. Appear and participate in all pre-trials and any hearing for which the duties of the guardian ad litem or any issues substantially within a guardian ad litem's duties and scope or appointment are to be addressed;
- o. In allocation of parental rights and responsibilities cases, a guardian ad litem shall provide a monthly statement of fees and expenses to all parties and to the Court. Sup. R. 48.03(H)(2).
- p. Shall file an itemized statement and accounting with the Court and provide a copy to each party or other entity responsible for payment upon order of the Court or upon the conclusion of those responsibilities. Sup. R. 48.03(H)(3).
- q. Prepare a written and final report that complies with the requirements of Sup. R. 48.06, file it with the Court seven (7) days before the dispositional hearing, and the report shall be provided to unrepresented parties and legal counsel, as required by Sup. R. 48.06(A)(2); and
- r. Comply with all other provisions of Sup. R. 48, as amended, effective January 1, 2021.

9. General Provisions. All parties, legal counsel, and guardian ad litems are required to comply with Ohio Superintendence Rules 48 through 48.07.