

# Court of Common Pleas

Juvenile Division  
Lucas County, Ohio



Judge Linda M. Knepp, Administrative  
Judge Amy E. Stoner

## Court Appointed Special Advocate Department TEACHER INQUIRY FORM

### GAL Complete:

Teacher/Administrator's Name: \_\_\_\_\_ Teacher's Email: \_\_\_\_\_

Student's Name: \_\_\_\_\_ Student's DOB: \_\_\_\_\_ School: \_\_\_\_\_

Assigned CASA/GAL Name: \_\_\_\_\_ Date form sent to teacher: \_\_\_\_\_

CASA has a specific question, please call CASA at 419-213-6753 **-OR-**  Please complete section below

The Lucas County Juvenile Court (LCJC) through its Court Appointed Special Advocate/Guardian ad Litem (CASA/GAL) department, appoints GAL advocates as Officers of the Court, pursuant to Ohio Revised Code 2151.281. Children involved in civil cases in the LCJC will have a GAL appointed to investigate and make recommendations to the Judge regarding the child's best interest. As this child's GAL, I am required to do an independent investigation of the child's past and current circumstances and report to the Judge. I am asking for your assistance. Please complete this form and return it to the CASA Office as soon as possible. Your input is critical and will affect my recommendations to the Judge and the orders of the Court regarding this child's welfare. I have a signed Journal Entry of Appointment from the Judge presiding over this case.

I have attached my Journal Entry of Appointment (PDF) to this email  The Journal Entry (JE) is on file in your school's office

The JE is on file with the CASA/GAL Office. If you would like a copy sent to you before responding to this request, please call the CASA/GAL Office at 419-213-6753 and they will Email or Fax you the document immediately.

**Teacher Complete:** Child's Current Grade: \_\_\_\_\_ Grade is Age Appropriate: \_\_\_\_\_ If H.S., on target to graduate? \_\_\_\_\_

Child's Grades/GPA are a Concern: \_\_\_\_\_ Child's Behavior/Social Skills are a Concern: \_\_\_\_\_ Child has School Friends: \_\_\_\_\_

Type of Classroom: \_\_\_\_\_ If 'Other' please explain: \_\_\_\_\_  
(space limited to box)

Grades/Schoolwork have recently: \_\_\_\_\_

Child has an IEP? \_\_\_\_\_ Child has a 504 Plan? \_\_\_\_\_ Comments re: Plan(s): \_\_\_\_\_  
(space limited to box)

Child is considered a transient student: \_\_\_\_\_ Parent demonstrates interest in child's education: \_\_\_\_\_

Name Specialized Educational Needs Not Yet Met: \_\_\_\_\_

Does student have a State Support Team trained Parent Surrogate? \_\_\_\_\_ Days Absent this School Year: \_\_\_\_\_

Days Tardy this School Year: \_\_\_\_\_ Days Suspended this School Year: \_\_\_\_\_ Student has been Expelled this Year: \_\_\_\_\_

Reason for Suspension/Expulsion: \_\_\_\_\_

Comments: \_\_\_\_\_  
(space limited to box)

Teacher/Administrator Name: \_\_\_\_\_  CASA- please phone me at: \_\_\_\_\_

**TO SUBMIT:** Complete and Save this document, then attach to an email addressed to: [casafoms@co.lucas.oh.us](mailto:casafoms@co.lucas.oh.us)  
You may also fax to CASA Office: 419-213-6785. Thank you.