

COURSE SYLLABUS
AJ 008 - JUVENILE PROCEDURES
Fall 2013

INTRODUCTION

PLEASE READ CAREFULLY!
PLEASE NOTE ALL ASSIGNMENT DUE DATES!!
PLEASE NOTE ALL EXAMINATION DATES!!!

WEST LOS ANGELES COLLEGE

Fall Semester 2013
AJ 008 – Juvenile Procedures
Section Number:

Instructor: John C. Amendola, MBA

The instructor is a Business and Law Enforcement Professional with over 20 years of experience teaching and consulting the Administration of Justice Discipline with an emphasis on Emergency Management of High Level Man-made and Natural Disasters. John is the former U.S. Assistant Corporate Controller of Pioneer Electronics, USA, Inc. He is also West Los Angeles College's representative to the on-site Police Orientation and Preparation Program (POPP). The POPP is a career technical college that provides an Associate of Arts Degree in Administration of Justice. There are three-major entities: The Los Angeles Police Department (LAPD) The Los Angeles Community College District (LACCD) and the Los Angeles Unified School District (LAUSD) that work together to make the college a success.

With over 10 years of training and teaching experience in the LAPD's Training Cadre, the instructor is also certified by the Federal Emergency Management Agency (FEMA) in Continuity of Operations Planning (COOP) and Incident Management. He has extensive experience in developing, implementing, and monitoring training for all levels of police personnel in the State of California. John is also a Subject Matter Expert (SME) in Incident Command (IC) and teaches IC to the armed forces, National Guard, fire, police, Coast Guard, and other emergency personnel. The LAPD, is one the largest municipal police departments in the United States.

Previously, he was assigned to Internal Affairs (IA) a specialized Investigator ensuring internal integrity, the Chief of Police's Office-Community Affairs, and Jail Division as the Assistant Watch Commander. He was also a Supervisor (Sergeant) in 77th Division, Rampart, Central, and at Recruit Training, Training Division. As a Sergeant, John was normally called upon as the Acting Lieutenant, and as an Acting Watch Commander. As a patrol officer, John was assigned to the Juvenile Detectives Unit of Southeast Division and handled a variety of juvenile functions such as missing reports, warrants, Department of Children and Family Services (DCFS). He ensures that his trainees perform thorough investigations, make proper assessments, prepare high quality reports to the courts and articulate a sound recommendation whether to detain or release the juvenile offender pending judicial review. The decision to detain or release is made in accordance with the California Penal Code under the Welfare and Institutions Code (WIC), the policies and procedures of the Los Angeles Probation Department. The ultimate goal is to protect and balance of public safety, and the best interest of the minor.

On a daily basis, his officers also advise and assist other LAUSD administrative staff in interpreting the juvenile laws and understanding the juvenile justice system.

His credentials include a Bachelor's (BSBA) and Master's Degree in Business Administration (MBA). He has completed over (2000) hours of in-service training with the LAPD and other law enforcement agencies throughout the State of California. The instructor holds certificates in Peace Officer Standards and Training's (POST) Basic, Intermediate, and Advanced.

REQUIRED TEXTBOOK

Juvenile Procedures in California
Edward E. Peoples
Fifth Edition
Meadow Crest Publishing
ISBN#: 978-0-9641857-0-8

The textbook may be purchased at the WLAC Bookstore for personal retention but is supplied as a borrowed copy free of charge for this course at POPP.
Meadowcrestpublishing@msn.com

COURSE DESCRIPTION

The class will cover Juvenile Corrections and Procedures Theory and its Practical Application in Society Today. The emphasis will be Juvenile Procedures in the State of California and how those mandates affect LAPD custodial responsibilities and processes.

This course is a study of the organization, functions, and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile case disposition; juvenile statutes and court procedures.

IMPORTANT DATES

Last day to add (Online): 08/25/13
Last day to add (In-person): 09/06/13
Last day to drop with a refund/No fee owed: 09/06/13
Last day to file pass/no pass ("Credit/No Credit"): 09/06/13
Last day to drop without a "W": 09/06/13
Last day to drop with a "W": 11/15/13

INSTITUTIONAL STUDENT LEARNING OUTCOMES

Critical Thinking:

Analyze problems by differentiating fact from opinions, using evidence, and using sound reasoning to specify multiple solutions and their consequences.

Communication:

Effectively communicate verbally and through academic research. Utilizing these learning outcomes/skills in a clear, well-organized manner to persuade, inform, and convey ideas in an academic setting, in their current and future work, and community settings.

Civic Responsibility:

Apply the principles of civility to situations in the contexts of work, family, community and the global world.

Cultural Diversity:

Respectfully engage with other cultures in an effort to understand the role the student plays in society, as it relates to juveniles.

Ethics:

Practice and demonstrate standards of personal and professional integrity, honesty and fairness; apply ethical principles in submission of all college work.

PROGRAM STUDENT LEARNING OUTCOMES

Describe the three branches of government: **Identify** the three branches of government and their application to the criminal justice process.

Describe the three components of the criminal justice system: **Explain** the relationship between the police, courts and corrections.

Compare and contrast how adults, juveniles, gays, homosexuals, lesbians, and cross-gender persons are handled by the criminal justice system: Explain why this is important.

Identify the federal, state and municipal law enforcement agencies: Explain their duties and responsibilities.

Demonstrate an awareness of cultural diversity: Explain race riots and police intervention tactics.

Identify the minimum standards of qualifications for employment in a criminal justice agency: Explain the hiring process and demonstrate an awareness of the different requirements of the police, courts, and corrections.

Conceptualize and Discuss

- Know why juvenile procedures and rights vary from adult arrestees.
- Who has authority over the juvenile / subject at different stages of custody.
- What are the roles and responsibilities of Officers.
- Where and how long Juveniles can be detained.
- Be able to understand how the Juvenile Justice System evolved.
- Status offenders past and present.
- Special law enforcement procedures (LAPD Policies and Procedures).
- Juvenile due process.
- Probation and detention.
- Dependent children.
- Physical Abuse.
- The Role of the Department of Children and Family Services DCFS.
- Child sexual abuse.
- Dependency court hearings and officer testimony.

Disability Support Services (DSS) Accommodation Statement* "Students with disabilities who need any assistance or accommodations should contact the instructor". Students should also contact the Disabled Student Programs & Services (DSPS) center located in E110 or call 213 763-3773".

COURSEWORK

PLEASE READ CAREFULLY!

Each week you will be asked to complete a chapter(s) Summary and one or more chapter reading assignments.

Pay close attention to the **vocabulary at the beginning** of each lesson (hint: the vocabulary may appear on an exam).

Read the accompanying material regarding the lessons.

Read the appropriate chapter in the textbook.

Assignments will NOT be accepted after the specified date in this syllabus.

GRADING OF ASSIGNMENTS

Since you will be tasked with writing one page summaries of each chapter, these assignments are the only written requirements for the course, they should be a **college-level** work product. Your submissions will be graded not only for **content**, but also for **critical thinking skills, correctness, presentation, spelling, and grammar**. You should write your responses assuming that the reader (me) has little or no knowledge of the subject. Answers that are too brief or incomplete will not receive high marks.

Please do not copy word for word from the textbook. Plagiarism will not be tolerated.

Remember, these assignments are a significant part of your grade.

LATE ASSIGNMENTS-Any assignment that is late **will lose all (16.66) points each**, and will not be accepted after the specified date.

GRADE SCALE

A = 1000-900

B = 899-800

C = 799-700

D = 699-600

F = 599 and below

4 – Exams, each worth 200 pts. x 4 exams = 800 points

12 - Chapter Summaries, 16.66 x 12 = 200 points

ACADEMIC HONESTY

I will enforce strict rules of academic behavior. Any student found cheating on an examination or submitting work to the instructor that is not his/her own will receive an "F" for the work or exam, and may receive an "F" for the entire course at the discretion of the instructor. Including exclusion from the POPP, as per the POPP policies and procedural manual.

AJ 008 – COURSE OUTLINE

Note: *Each Wednesday at start of class, the **chapter reading assignment and summary** shall be completed as an "outside classroom" homework assignment.*

Unexcused absences on an exam day will result in a ZERO – F on an exam (-200 points)

Read Syllabus, and answer questions (Due during first class meeting 08/26 @ 0830)

Chapter 1 - The Evolution of Juvenile Justice (Due Wednesday Wk-1)

09/02/13: Labor Day Monday - College is closed

Chapter 2 - The Status Offender Pre-1976 (Due Wednesday Wk-2)

Chapter 3 - Current Status Offender Procedures (Due Wed. Wk-3)

Chapter 4 - Police Procedures with Law Violators (Due Wed. Wk-4)

09/18/13: Exam #1: 200 points (Chapters 1 - 4 [50 Questions]) This Exam has a time limit of 1hour.

Chapter 5 - Special Law Enforcement Procedure (Due Wed. Wk-5)

Chapter 6 - Juvenile Due Process and Jurisdiction Waiver Procedures (Due Wk-6)

10/02/13: Exam #2 200 points (Midterm-Chapters 1 - 6 [100 Questions])

This Exam has a time limit of 1and 1/2 Hours.

Chapter 7 - Pre-Court Procedures (Due Wk-7)

Chapter 8-Juvenile Court Proceedings (Due Wk-8)

10/16/13: Exam #3 200 points (Chapters 7 and 8 [50 Questions])
This Exam has a time limit of 1hr.

Chapter 9 - Probation Services (Due Wk-9)

Chapter 10 - The Division of Juvenile Facilities (Due Wk-10)

Chapter 11 - The Dependent Child: Physical & Emotional Abuse (Due Wk-11)

09/11/13: Veteran's Day Monday - College is closed

Chapter 12 - Sexual Abuse & Dependency Court Proceedings (Due Wk-12)

LAPD Juvenile Policies – Procedures Wk's 13 and 14.

12/02/13 and 12/04/13: Review for Final Exam

12/09/13 to 12/15/13: Finals Week

11/12/13 FINAL EXAM: 200 points Chapters 6 – 12 [100 Questions]

The Exam has a time limit of 1hour and 1/2.

06/03/13: Semester Ends – Extra Credit vocabulary will not be accepted after the vocabulary on a chapter has been tested.

OUTSIDE CLASSROOM ASSIGNMENT

See “Course Outline Note: Chapter Summaries for Outside Classroom Assignment.”

GRADING OUTSIDE CLASSROOM WORK: (IE: Chapter Summaries)

Your submissions will be graded not only for content, but also for correctness, presentation, spelling, and grammar. You should write your paper assuming that the reader (me) has little or no knowledge of the subject. Treat the report as a mini-research project.

EXTRA CREDIT

Extra credit is available. Present to the class, in your own words, 10 vocabulary terms found at the start of each chapter(s) currently being presented and before the current exam. 50 points awarded for each presentation. There is a maximum of two presentations (50 pts x 2 = 100 pts)

Class/Group Discussion of LAPD Procedures and Policies. Each student can earn a maximum 100 points total for excellent participation.

GRADING EXTRA CREDIT WORK:

Your submissions will be graded not only for content, but also for correctness, presentation, spelling, and grammar. You should write your (paper / vocabulary) assuming that the reader (me) has little or no knowledge of the subject. Treat the report as a mini-research project.

STUDENT PROGRESS

College is demanding, and life is not always as predictable as we would like it to be. Students are encouraged to speak with me as soon as possible should they fall behind in their studies and/or coursework due to unforeseen personal issues or emergencies. You must directly notify me-first, then your Drill Instructor. Failure to report your rationale will result in POPP disciplinary action.

I would rather work with you to either reorganize/catch-up, or make the decision to withdraw from the course than to be forced to give you a failing grade at the end of the semester.

It is your responsibility to drop or withdraw from the course. If your name is still on my roster at the end of the semester, you will receive the points earned up to that point (normally an F).

I am available in the POPP office and available M-Th 0600-1430 or by appointment for consultation. Please note my office hours.

OFFICE HOURS / LOCATION / EMAIL / PHONE NUMBER

- **For non-emergencies (Questions related to the class):** come informally to the POPP Office.
- **For emergencies (Family deaths, serious illnesses/injuries, etc.):** Contact me directly, your DI directly; and Mr. Burgess directly - if you are a first year high school student at 310-342-0511
- **Office Hours**

Mondays:	06:00 am - 07:00 am
Tuesdays:	06:00 pm - 07:00 am
Wednesday:	06:00 am - 07:00 am
Thursday:	06:00 pm - 07:00 am
Friday:	No availability
- **Office Location**

POPP Office
5651 West Manchester Ave.
Room Number: 1-A
- **E-mail:** Amendoj@wlac.edu Email is **not** a substitute for any notice(s).
- **Phone:** (310) 342-0511