

FILED

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JAN 27 2026
COURT CLERK
SUTHERLAND, OHIO 43080

IN THE COURT OF COMMON PLEAS, WYANDOT COUNTY, OHIO

In the Matter of:

The Adoption of Local Court Rules
for Wyandot County Court of
Common Pleas, Juvenile Division

JUDGMENT ENTRY

.....

This matter has come before the Court for purpose of adopting Local Court Rules. Said
Local Court Rules shall be effective **February 1, 2026**, until further Order of the Court.

IT IS SO ORDERED.



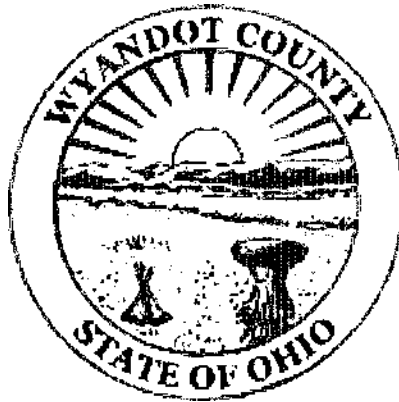
Douglas D. Rowland, Judge

FILED
JUVENILE COURT

JAN 27 2026


JUDGE, WYANDOT COUNTY, OHIO

COURT OF COMMON PLEAS
WYANDOT COUNTY, OHIO
LOCAL COURT RULES



JUVENILE DIVISION

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Local Rule 1-ACCESS TO COURT RECORDS

1.1 Reports and supervision records of the Probation Department, including social histories and reports of any mental or physical examinations, and whether generated internally by the probation staff or provided to them by other outside community social service providers, shall be considered confidential information and shall not be made public. The inspection of probation records or other internal records by attorneys and other interested parties shall be governed by Juvenile Rule 32(C) and O.R.C. Sec. 2151.14(D)(I). No person shall be permitted to view the probation department's records or other internal records unless proper authorization is given by the Judge or Magistrate.

1.2 Official Court records of cases involving juveniles shall be open for inspection by the parent(s), guardian(s), legal counsel or guardian ad litem of any child affected by any order of any proceeding. Otherwise such records shall not be available to any person except by order of the Judge or Magistrate or by written consent of the juvenile involved. Any person seeking access to case record information may be required to exhibit proper photo identification or other acceptable means of confirming their identification.

1.3 Any individual or entity that is authorized by an order issued pursuant to O.R.C. Sec. 251.414(D)(I) to obtain copies of specified records or specified information related to a particular child, shall file a written request for copies of the records or information with the Deputy Clerk. Said request shall specifically describe the type of records or the information requested, explain the need for the records or information and be accompanied by a copy of the order.

1.4 The records of adult cases shall be public record as provided by law.

1.5 Any unofficial case considered by the court staff, as provided in Juvenile Rule 9, shall not be subject to the provisions of the foregoing record access rules and no person shall have access to such records without an order of the Judge or Magistrate or by the written consent of the juvenile involved.

Local Rule 2- FILINGS

Fax Filing or Email Filing

Filing of documents subsequent to an original complaint and prior to a final Judgment Entry and other filings not requiring a security deposit may be filed with the Juvenile Clerk by facsimile transmission to (419) 294-4717; via email transmission to juvclerk@co.wyandot.oh.us. However, this method of filing is not permitted for:

- a.) Any document in whole or part under seal;
- b.) Original Complaints;
- c.) Final Judgment Entries;

- d.) Pleadings pursuant to appeal;
- e.) Filings requiring a deposition; and
- f.) Cases pursuant to R.C. 2151.85.

A. Any facsimile filing shall be preceded in transmission by a cover page, which includes the following information:

- a.) Caption of the case;
- b.) Case number;
- c.) Description of the document being filed;
- d.) Attorney name, address, Supreme Court of Ohio registration number, telephone number, and fax number;
- e.) Date and time of fax initiation;
- f.) Transmitting fax number; and
- g.) Number of pages, including the cover page, being transmitted.

If a facsimile filing is sent by fax to the Juvenile Clerk without the cover page as designated in this rule, the Juvenile Clerk, at their discretion, may deposit the document in a file of failed fax documents with a notation as the reason for the failure. In this instance, the document shall not be considered filed with the Juvenile Clerk. The Juvenile Clerk is not required to notify the transmitting party of a failed fax filing.

- B. A document filed by facsimile or email shall be accepted as the effective original document and shall be considered filed with the Court as the date and time the Juvenile Clerk file stamps the document during regular hours, as opposed to the date and time of the fax transmission that is imprinted by facsimile machine or the date the email was sent. The person making the filing shall bear all risk of transmitting a document by facsimile or email, including all risk of equipment failure.
- C. The original documents and cover page filed by facsimile or email shall be maintained by the person making the filing until the case is closed and all opportunities for post judgment relief are exhausted.
- D. Facsimile filings shall not exceed ten (10) pages in length, excluding the cover sheet.
- E. Exhibits shall be filed with the Juvenile Clerk as separate documents no later than five (5) Court days following the filing of the original fax document or email transmission.
- F. In accordance with Civ. R.5 (E), any signature on the fax filing or emailed transmission shall be considered authentic. If it is established that any transmission was made without authority, the Court shall Order the filing stricken. Any document required a signature shall either contain the signature on the source document at the time of transmission or be

submitted without the signature by the notation “/s/” followed by the name of the signing person where the signature appears in the signed source document.

- G. The party filing documents by fax or email shall not transmit copies to the Juvenile Clerk for service upon other parties, but shall provide service directly upon all necessary parties.

Service

Every pleading, Motion, brief, memorandum, or argument in writing filed with the Court shall be served upon all opposing counsel, Guardian ad litem (if applicable), and upon all parties not represented by counsel. Except as provided by law, proof of service, in writing.

Motion for Continuance of Hearing

A Motion for Continuance must be filed at least three (3) days before the scheduled hearing date. All Motion for Continuance requests must state on the face of the motion, that the opposing party has been notified and must also state the position of the opposing party to said continuance request. If the reason for the Motion for Continuance is for a scheduling conflict, attach the other hearing notice to the Motion for Continuance.

Local Rule 3- COMPETENCY PROCEEDINGS

General Purpose

The purpose of these rules is to expedite proceedings under sections 2152.51 to 2152.59 of the Revised Code, to ensure that proper notice of competency hearings is provided to the appropriate persons, and to ensure that any proceedings on an underlying complaint are stayed pending the determinations under these sections.

Expedited Hearings

Juvenile competency proceedings shall be scheduled and heard on an expedited basis. Hearings in juvenile competency proceedings shall be held in strict compliance with applicable deadlines as established by statute or by this rule.

Notice

Upon the conclusion of each hearing, the Court shall provide written notice to the prosecuting attorney, the child's attorney, the child's guardian ad litem and the child's parents, guardian or custodian of the date, time and place of the next scheduled hearing. Mailed notice shall not be required for any party or other individual designated in this rule to whom notice of the next hearing was provided in writing upon conclusion of the immediately preceding hearing.

Stay of Proceedings

Upon the filing of a motion for A determination regarding a child's competency or upon the Court's own motion the Court shall stay all delinquency proceedings pending a determination of competency. If upon a determination of competency, the Court determines that the child is not competent but could likely attain competency, the Court Order staying the delinquency proceedings shall remain in effect until such time as the child attains competency or the proceeding is dismissed.

Local Rule 4: USE OF ELECTRONICALLY PRODUCED TICKETS

The use and filing of a ticket that is produced by computer or other electronic means is authorized in the Wyandot County Court of Common Pleas, All Divisions. The electronically produced ticket shall comply with the Ohio Traffic Rules. If an electronically produced ticket is issued at the scene of the alleged offense, the issuing officer shall provide the defendant and/or juvenile and the Court with a paper copy of the ticket.

Local Rule 15.01 PHYSICAL RESTRAINT USE IN HEARINGS FOR JUVENILES

(A) Juveniles appearing before this Court shall not be physically restrained, unless the Court has made an individualized determination, on the record, that there is no less restrictive alternative to the use of physical restraint and that the physical restraint of the juvenile is necessary because of either of the following: the juvenile represents a current and significant threat to the safety of the juvenile's self or others in the courtroom, or there is a significant risk the juvenile will flee the courtroom.

(B) The Court shall make the determination of physical restraint prior to the juvenile's appearance before the Court based on the allegations of the complaint and/or upon request, written or verbal, of any party. Any party may be heard on the issue of whether the use of physical restraint is necessary for a particular juvenile at the proceeding.

(C) If physical restraint is found necessary by the Court, the restraints, including, but not limited to handcuffs, chains or shackles, shall be the least restrictive restraints necessary to meet the risk requiring the restraint and in a manner which does not unnecessarily restrict the movement of the juvenile's hands.

Local Rule 25. STANDARD ORDER OF PARENTING TIME

In any domestic relations case or paternity or child support case in the juvenile division, barring otherwise extraordinary circumstances, the term, "reasonable parenting time" shall mean whatever the parties may be able to agree upon and found by the Court to be in the child(ren)'s best interest. If in the event the parties should disagree, then said term shall be interpreted to mean that the non-custodial parent shall have parenting time as follows, unless otherwise Ordered by the Court:

1. Alternate weekends from Friday evenings at 6:00 p.m. to Sunday evenings at 6:00 p.m.
2. For the purposes of parenting time, there are six (6) holidays to be divided between the parents:

1. Martin Luther King Day
2. Easter
3. Memorial Day
4. July 4th
5. Labor Day
6. Thanksgiving

In odd-numbered years the mother shall have the child(ren) on the odd-numbered holidays and the father shall have parenting time on the even-numbered holidays. In the even-numbered years, the father shall have the odd-numbered holidays and the mother the even numbered holidays.

The above Holiday visitation shall occur from 8:30 A.M. - 6:00 P.M. with Holiday visitation taking precedent over regular visitation. When the non-residential parent has a holiday, which falls on a day that abuts the non-residential parent's weekend either just prior to or immediately following that weekend, then in that event the holiday and weekend shall go forward uninterrupted as one block of parenting time.

3. In the odd-numbered years, the mother shall have the child(ren) on Christmas Day at 2:00 p.m. until January 1 at 6:00 p.m. and the father shall have the child(ren) on Christmas Eve at 6:00 p.m. until Christmas Day at 2:00 p.m. In the even-numbered years, the Christmas schedule is reversed and the Father shall have the child(ren) on Christmas Day at 2:00 p.m. until January 1 at 6:00 p.m. and the mother shall have the child(ren) on Christmas Eve at 6:00 p.m. until Christmas Day at 2:00 p.m.

Holiday visitation over the Christmas holiday schedule shall take precedence over any other visitation.

4. On Mother's Day and Father's Day, no matter whose turn for parenting time, the child(ren) shall be with the Mother on Mother's Day and the Father on Father's Day from 8:30 a.m. to 6:00 p.m.

5. A four-week (4) parenting time period each summer, to be arranged from the moment the vacation schedules are posted so that the parties have an opportunity to take the child(ren) for vacations. The four weeks may be taken in one week or two week increments but for no longer than two weeks at a time. A week is defined as five-day increments and shall not interfere with the other parent's weekend parenting time as described in section 1 of this rule.

No parenting time shall occur with the non-residential parent within seven days of school starting except that this rule shall not interfere with the non-residential parent's weekend parenting time as described in section 1 of this rule.

6. Each parent must provide the other parent, in writing, with destination, times of arrival and departure, and method of travel if the summer companionship consists of a vacation outside the parent's community.

7. The child shall celebrate his/her birthday in the home of the custodial parent, unless it falls on a parenting time day in which case the birthday will be spent with the non-residential parent.

8. The non-residential parent has the responsibility for picking up and returning the child(ren). The non-residential parent, if unavailable for pick-up or delivery, must use an adult well-known to the child(ren). All persons transporting the child(ren) must comply with the law, have reliable transportation, and must be properly licensed and insured.

9. The child(ren) and/or custodial parent, have no duty to await the non-custodial parent more than thirty (30) minutes past the parenting time. A parent late more than thirty (30) minutes shall forfeit that parenting time unless it is due to an unavoidable delay. If due to an unavoidable delay and the non-custodial parent is not able to exercise parenting time at the stated time, the custodial parent shall be notified promptly and a mutually agreeable alternate time shall be set. The non-custodial parent shall give this notice as soon as possible after he/she learns that he/she will be unable to exercise parenting time at the stated time.

10. If a child becomes ill or injured, warranting the giving of medication or consultation with a doctor or dentist, each parent must notify the other parent as soon as possible. If the children become ill while with the residential parent prior to a scheduled companionship period, the residential parent must contact the non-residential parent and discuss the advisability of whether the companionship should take place with the best interest of the child(ren) as the primary consideration. No visitation shall be denied unless interference is caused by acts of

God, natural disaster, or illness or injury that is verified by written orders from a doctor stating that parenting time should not occur. If parenting time is missed by the non-residential parent due to illness or injury of the child, a like period of makeup parenting time shall occur the following weekend and the next weekend the non-residential parent will again have parenting time so that the normal alternating weekend schedule detailed in section 1 will remain unchanged once the missed visitation is made up. If there is more than one child subject to this order, all children stay together so that if a parenting time is missed due to illness of one child, all the children miss that parenting time. Likewise, when the parenting time is made up, all the children go for the make-up parenting time.

11. All necessary medication and health care equipment shall follow the child. The residential parent must provide written instruction and sufficient medication to last during the parenting time period to the non-residential. The non-residential parent must notify the residential parent if the child's condition worsens, or does not improve as might reasonably be expected.

12. The residence of the child(ren) is not to be removed from the State of Ohio without first obtaining a modified parenting time Order from the Court of Common Pleas.

13. Each parent must keep the other parent informed of his or her current residential address and current residential telephone number, and an alternate number in case of an emergency. In addition, the non-residential parent must inform the residential parent of the address and telephone number where visitation will occur if not at the residential address.

GUIDELINES

A. Clothing: The residential parent is responsible to provide sufficient clean clothing for every parenting time period. If the non-residential parent has a planned activity requiring special clothing, the non-residential parent must notify the residential parent at least two (2) days in advance. If the child(ren) does not have 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 with the child(ren) at the end of the parenting time period. If parenting time lasts more than three (3) days, all clothing must be laundered when returned with the child(ren).

B. Teenagers: A regular parenting time period between the child and non-residential parent may become more difficult as the child(ren) ages and have more activities outside the family unit, obtain driver's licenses, dates, works and spends time with friends. The parents need to respect their teenager opting to spend more time with friends or in organized activities and less time with each parent, especially on weekends and summers. Maximum flexibility in scheduling is absolutely necessary for a child of this age. Within limits it is advisable to consider the teenager's wishes, as long as the parents agree.

C. Activities of the child(ren): Parents should discuss placement of the child(ren) in activities. Activities should be encouraged that develop and/or enhance a child's talent, experience, and socialization. A reasonable parent understands the importance of such activities and will attempt to accommodate those activities. A reasonable parent also understands that a child should not be overburdened with activities.

Local Rule 25.01- PARENTING EDUCATION PROGRAM

1. After the filing of a Complaint for Divorce, a petition for Dissolution of Marriage or a Complaint in the Juvenile Division, in which minor child(ren) are involved, and before said action will be set for a final hearing, any party seeking the allocation of parental rights and responsibility of the minor child(ren) and/or companionship shall attend a parent education program. The Court approves the online course, Children in Between Online, and may register at online.divorce-education.com. Each party must complete the 4 hour course and must complete the test to obtain a certificate which shall be filed with the Court. If the parties wish to attend an in person parent education program, they shall contact the Court at 419-294-1727 and obtain information, should the Court have an in person program available at the time, otherwise all parties shall utilize the online course stated above.

2. Each party is responsible for payment of any cost associated with a parenting education program.

3. In the event that a party finds it necessary to file a post-motion for change of allocation of parental rights and responsibility or companionship, the moving party shall attend the above parenting education program if he/she has not done so within the last two (2) years. If more than (2) years have elapsed, it will be necessary that the moving party, and, at the discretion of the Court, both parties attend a parenting education program, both parties attend a parenting education program prior to the case being set for a final hearing.

4. Failure to attend within a reasonable time period without good cause shown can be cause for a continuance of court action. **Failure to complete the parenting workshop may result in the dismissal of the action and/or no final hearing and no resolution to the parties' petitions, complaint; and/or motions.**

5. Upon Motion and for good cause shown, the Court may relieve the requirement of completion of the parenting education program.

6. Grandparents or other individuals seeking custody and/or companionship may also be required to attend the parenting workshop at the discretion of the Court.

Local Rule 25.02- GUARDIAN AD LITEM

1. The Wyandot County Court of Common Pleas, Domestic Relations Division and Juvenile Division shall be governed by Rule 48 of the Rules of Superintendence for the Courts of Ohio.

2. When requested by either party or ordered by the Court, a guardian ad litem shall be appointed once the proper funds have been made directly to the attorney or non-attorney

guardian ad litem and the proper motion, acceptance and judgment entry have been filed with the Court. Counsel of record shall contact the Court to obtain the correct deposit which shall be paid directly to the proposed guardian ad litem. The motion shall not be granted until the acceptance, which shall include notice of payment received, and the judgment entry have been received and approved. The person who is requesting the guardian ad litem shall be the person who is responsible for payment of same. The request shall be made no later than the pretrial for an original action and the status conference/pretrial in post-decree matters, absent good cause shown. The Court may deny a request for a guardian ad litem if the request is not timely made or appears to have been requested for purposes of delay. Should the parties agree to a guardian ad litem, both will share in the payment and shall file a joint motion with the court in the same manner as above. The guardian ad litem shall provide the parties and the Court a detailed invoice at the conclusion of the case. Should additional fees be required the guardian ad litem shall collect any further fees without further Court involvement.

3. The Court Administrator shall maintain a list of qualified attorneys/non attorneys to be utilized for a guardian ad litem. Counsel of record shall contact the Court Administrator to obtain a list in order to select the guardian ad litem they wish to have appointed in their particular case. Any guardian ad litem on the approved list shall update their CLE and provide the certificates timely to the Court when necessary. An attorney wishing to be considered a guardian ad litem may contact the Court Administrator and provide a resume and appropriate CLE certificates for the Court to approve as a guardian ad litem for Wyandot County Court of Common Pleas, Domestic Relations and Juvenile Divisions.

4. In all cases where a guardian ad litem has been appointed any reports shall be submitted as follows:

- The report shall be provided to the Court no less than seven (7) days before trial.
- The guardian ad litem shall file a Notice of Submission of guardian ad litem's report and shall notify all parties and/or counsel of record that the report has been filed with the Court.
- The guardian ad litem report will be available for examination only at the Court during normal business hours and only parties and/or counsel of record shall be permitted to examine the report.
- No recording instruments, including cell phones, are permitted by the parties when examining the report and may be supervised by a court employee at the time of examination at the Court's discretion.
- The information contained in a guardian ad litem report shall not be shared with the minor child(ren). Attorneys are expected to use professional discretion in sharing information with their clients.

5. The Court may amend the deposit for the cost of a guardian ad litem and shall be made through a Judgment Entry of Costs. Please contact the clerk of each division to obtain the

correct deposit amount, depending on the guardian ad litem he/she may ask for a specific amount to be paid over and above the deposit the Court has stated.

6. Comments or complaints regarding the performance of a guardian ad litem appointed pursuant to this rule shall be in writing and shall be directed to the clerk of each division, or such other person as the Court may designate. Only signed comments and/or complaints will be added to the guardian ad litem's record and considered by the court. Anonymous comments and/or complaints will not be considered and will be destroyed.

A copy of comments and complaints submitted to the court shall be provided to the guardian ad litem who is the subject of the complaint or comment. The clerk of each division will forward any comments and complaints to the administrative judge of the court for consideration and appropriate action. The administrative judge will provide a disposition at the earliest convenience of the Court. The court administrator shall maintain a written record in the guardian ad litem's file regarding the nature and disposition of any comment or complaint and shall notify the person making the comment or complaint and the subject guardian ad litem of the disposition.

Local Court 39-EX PARTE ORDERS

In addition to supplementary to Rule 75 (2) of the Ohio Rules of Procedure, the following Rule shall apply to paternity and custody cases:

1. When it is made to appear in the Court by affidavit of a party sworn to absolutely that a party may cause minor children of the marriage in a domestic relations case or paternity or custody case in the Juvenile Division to be removed from Wyandot County, Ohio, the Court may allow temporary restraining order, with or without bond, to prevent such action and the same may be issued without notice and shall remain in force during the pendency of the action unless the Court orders otherwise.
2. When it is necessary to have a party excluded from the family home to prevent physical abuse, annoyance or bodily injury, and it further appears that the party excluded will not be unduly inconvenienced, the Court may allow a temporary restraining order with or without bond to exclude such person, and the same may be issued without notice. No temporary restraining order shall be issued under this paragraph which excludes a mother from a marital residence wherein she has been the only resident along with the children.
3. No Ex-Parte Order shall be issued, with the exception for extraordinary circumstances, in any domestic relations case or paternity or custody in the Juvenile Division without notice and an opportunity to be heard where the party against whom the order is sought is represented by counsel, to the knowledge representation by counsel of the other party when such representation is noted on appearance docket of the Court.

4. Each attorney seeking an Ex-Parte Order shall file, at the time of seeking such order, an affidavit positively sworn that he or she has no knowledge that the party against whom such Ex-Parte Order is sought is represented by counsel.