



**JUDGE KIM COOKS
255th DISTRICT COURT**

NO. _____

PRETRIAL SCHEDULING ORDER FOR TDFPS CASES

IT IS ORDERED that the following Scheduling Order shall apply to this case unless modified by the Court. The trial date may not be changed without written order of the Court.

1. **FINAL TRIAL DATE:** The time allotted for trial is _____ hour(s)/day(s). This case will be dismissed for want of prosecution in accordance with Rule 165a of the Texas Rules of Civil Procedure, if no party appears for the trial. If one of the parties fails to appear for the trial, a default judgment may be entered against that party.

Non-Jury Trial: _____

Jury Trial: _____

- a. All Motions in Limine and Pre-Trial Motions shall be heard at least 10 days before trial and must be set by moving party.
b. All parties shall submit a complete requested jury charge prior to the start of trial.

2. **NOTICE REQUIREMENT TO PARENT: "YOU HAVE THE RIGHT TO BE REPRESENTED BY AN ATTORNEY. IF YOU ARE INDIGENT AND UNABLE TO AFFORD AN ATTORNEY, YOU HAVE THE RIGHT TO REQUEST THE APPOINTMENT OF AN ATTORNEY BY CONTACTING THE 255TH COURT. IF YOU APPEAR IN OPPOSITION TO THE SUIT, CLAIM INDIGENCE, AND REQUEST THE APPOINTMENT OF AN ATTORNEY, THE COURT WILL REQUIRE YOU TO SIGN AN AFFIDAVIT OF INDIGENCE AND THE COURT MAY HEAR EVIDENCE TO DETERMINE IF YOU ARE INDIGENT. IF THE COURT DETERMINES YOU ARE INDIGENT AND ELIGIBLE FOR APPOINTMENT OF AN ATTORNEY, THE COURT WILL APPOINT AN ATTORNEY TO REPRESENT YOU."** Texas Family Code §262.102(d).

3. **REMOVAL DATE:** _____
PETITION FILE DATE: _____
APPOINTED AD LITEM: _____
ATTORNEY FOR MOTHER: _____
ATTORNEY FOR FATHER: _____

4. **14 DAY HEARING:** _____
a. Pursuant to the Texas Family Code §263.107 a visitation plan must be implemented for the parents at this hearing.
b. If the Court renders temporary managing conservatorship to TDFPS, a service

plan shall be provided to the parents and TDFPS must within 5 days make sure providers receive form 2054 so parents can set up services.

- c. If the Court renders temporary managing conservatorship to TDFPS, TDFPS shall immediately complete home studies for requested relative placement or fictitious kinship placement within 2 weeks from the written request if the placement is in Dallas County or Contiguous Counties.

5. **STATUS HEARING:** _____ Pursuant to the Texas Family Code §263.201, 60 days after the Court renders temporary managing conservatorship to TDFPS, the status hearing will be held.
6. **INITIAL PERMANENCY HEARING:** _____ Pursuant to the Texas Family Code §263.304, this hearing will be held 180 days after the Court renders temporary managing conservatorship to TDFPS.
7. **SECOND PERMANENCY HEARING/PRETRIAL:** _____ Pursuant to the Texas Family Code §263.305, this hearing will be held 270 days after the Court renders temporary managing conservatorship to TDFPS.
8. **MEDIATION:** Mediation shall be completed 30 days prior to the above trial date. The Parties agree on _____ as the mediator.
9. **DISCOVERY:** Discovery Deadlines will be pursuant to Texas Rules of Civil Procedure. Failure to timely initiate discovery will not delay the trial date. If the item/person was not properly disclosed, it will not be considered for admission or testimony. Texas Rules of Civil Procedure Rule 193.6.
10. **AMENDED PLEADINGS:** Amendments and Responsive Pleadings shall be filed pursuant to Texas Rules of Civil Procedure Rule 63.
11. **WITNESS LIST:** The parties shall exchange their witness list at least 10 days before trial. On the date of trial, a copy of the witness list shall be provided to the Judge.
12. **EXHIBIT LIST:** The parties shall exchange their exhibit list at least 10 days before trial. On the date of trial, a copy of the exhibit list shall be provided to the Judge.
13. **PROPOSED PARENTING PLAN:** All parties to cases involving child/children issues shall PROVIDE TO THE JUDGE a copy of a written proposed parenting plan on the date of trial.
14. **REQUESTED RELIEF:** All parties to a case **SHALL PROVIDE TO THE JUDGE** a copy of a written proposed requested relief on the date of hearing and/or trial.

SIGNED on _____.

JUDGE PRESIDING



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