

The Tickler



A Monthly Publication of Douglas-Carson Legal Professionals

March 2022

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President's Message

Hope you are staying warm and healthy this winter. So nice to see all that snow in the mountains.

This month we will be hearing from Sharla Hales, Esq. She is general counsel for the Churchill County School District and will tell us some stories about her small town school district.

Nevada has 17 school districts (listed below). Most of them are small towns. Be ready with your questions as her presentation will be informal.

—Maria Nelson, PLS

- [Carson City School District](#)
- [Churchill County School District](#)
- [Clark County School District](#)
- [Douglas County School District](#)
- [Elko County School District](#)
- [Esmeralda County School District](#)
- [Eureka County School District](#)
- [Humboldt County School District](#)
- [Lander County School District](#)

- [Lincoln County School District](#)
- [Lyon County School District](#)
- [Mineral County School District](#)
- [Nye County School District](#)
- [Pershing County School District](#)
- [Storey County School District](#)
- [Washoe County School District](#)
- [White Pine County School District](#)



DCLP LIVE!!

No Reservation Needed

Via ZOOM March 2 at 12 p.m.
No charge for guests.

Meeting ID: 922 280 3023
Passcode: 412889

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P.O. Box 2994
Minden, NV 89423-2994
www.douglascarsonlegal.prof.org



Douglas-Carson Legal Professionals

Welcomes

Sharla Hales, Esq.



Stranger than Fiction: Stories from a Small Town School District

Sharla Hales has served as general counsel for Churchill County School District since 2007. She graduated Magna Cum Laude from J. Reuben Clark Law School at Brigham Young University in 1986, passed the Nevada bar in 1987, and then did occasional research and writing for other attorneys for the next two decades. She was a member of the Douglas County School District Board of Trustees from 2002 through 2014. She held leadership positions in the Nevada Association of School Boards, including president in 2009. Governor Sandoval appointed her to serve as the school board member representative on the Teachers and Leaders Council from 2011 through 2014. She has four children and is delighted to be grandmother to seven. She and her husband, Jim, have been married for 39 years this April. Sharla is currently a candidate for Douglas County Commissioner, District 2.

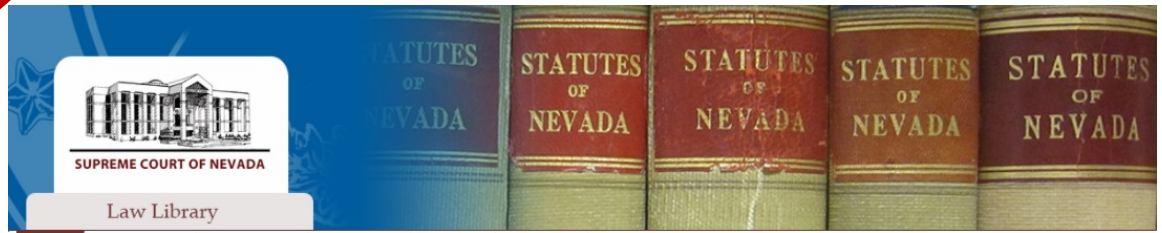
What do School Lawyers Do?

School lawyers are employed by school boards to represent their school districts in legal matters. These lawyers need to wear many hats. Their job duties include offering advice on legal and policy matters, researching legal issues, and representing the school district in litigation matters.

School boards and district staff must deal with legal issues daily. A school board attorney helps district officials to follow the web of state and federal regulations affecting schools, and to avoid costly litigation. When litigation is necessary, a school attorney advocates for the school board before courts and administrative bodies.

Good school lawyers use independent judgment and avoid conflicts of interest. They are adept at preventive law and they focus on controlling legal issues whenever possible and anticipating problems and legal solutions before litigation happens. They are up-to-date on current school law trends and recent court decisions.

—From the National Association of School Boards



RESOURCES BY SUBJECT

It is important to remember that forms you find here are just a starting point. They may provide you with ideas on content and style, but specific requirements vary greatly by court. If the sample form is from a court other than the one in which you are filing, you **MUST** change the form to reflect the court in which you are filing. You **MUST ALSO** contact the [clerk of the court](#) where your item will be filed to make sure you meet all [formatting, content and procedural requirements](#).

If you have Microsoft Word on your computer, you can create pleading paper on which to type your forms. For instructions on how to create this form, please click [here](#).

WHERE TO START

When trying to locate Nevada forms, it's best to begin your search with the information and resources available at self-help centers and court websites:

[State of Nevada Self-Help Center](#) (All Nevada Counties)

[Civil Law Self-Help Center](#) (Clark County)

[Family Law Self-Help Center](#) (Clark County)

[Second Judicial District Court Forms & Packets](#) (Washoe County)

The above list is provided as a starting point only and is not intended as an exhaustive list. We have included additional resources for specialized legal situations below.

Library staff are unable to recommend forms, but they can help with locating resources. If you need assistance locating resources, please contact the Law Library at (775) 684-1640 or reference@nvcourts.nv.gov.

Electronic Resources

The Supreme Court Law Library provides free access to Westlaw. The Law Library's contract includes primary law for the U.S. and all 50 states, as well as forms and treatises, including:

- *AmJur2d*
- *AmJur Proof of Facts & Trials library*
- *AmJur Pleading and Practice Forms*
- *Federal Practice and Procedure* (aka Wright & Miller), and
- *Causes of Action*

Westlaw's KeyCite [\[PDF\]](#) service is the equivalent of Lexis' Shepard's cite checking service.

Due to licensing restrictions Westlaw may be used at the Law Library only.

The Law Library charges for printouts. Read more about our [copying and printing services](#).

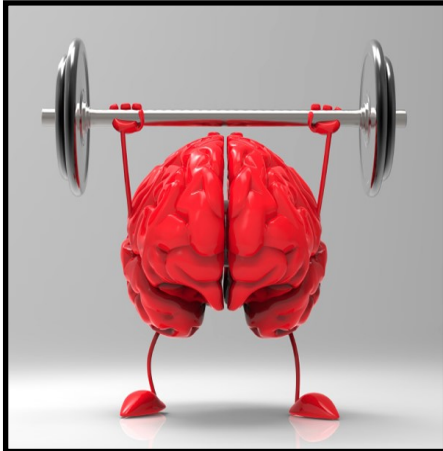
The Supreme Court Law Library provides free access to Lexis.com. The Law Library's contract includes the following:

- Shepard's® legal citation validation service
- Federal and all state primary law
- U.S. legislative materials
- *Moore's Federal Practice*
- *Nichols on Eminent Domain*
- *Larson's on Workers Compensation*

Due to licensing restrictions Lexis may be used at the Law Library only.

The Law Library charges for printouts. Read more about our [copying and printing services](#).

**DCLP presents
Cognitive Fitness**



Answer to the February 2022 Puzzle
regarding Landlord-Tenant



Are you enjoying these puzzles?
What kind is your favorite? Please
let The Tickler know by emailing:
NALSdclp@gmail.com

March 2022 – School Days



Find and circle/mark the words below in the grid above.
Words may be printed forwards, backwards, up, down,
or diagonal.

- | | | |
|--------------|-------------|---------|
| READING | ALMAMATER | MUSIC |
| WRITING | JUNIORHIGH | ERASERS |
| ARITHMETIC | BLACKBOARDS | ART |
| GRADUATION | ASSEMBLY | PROM |
| HOMEROOM | SCIENCE | LIBRARY |
| SCHOLARSHIP | RECESS | ENGLISH |
| TIMEOUT | BIOLOGY | PERIODS |
| GYM | COMPUTERS | CHOIR |
| HICKORYSTICK | TARDYSLIP | SHOP |
| SCHOOL | DETENTION | SLATE |

Answer to the March puzzle will appear in the next issue.

Time for a Change?

No, we're not talking about Daylight Savings time. Maybe you have been thinking you're stuck in a dead-end job and that it is time for a career change but are holding back because you have a lot of blood, sweat, and tears invested in your current position and change is hard.

Maybe you love your boss(es), but dread the routine. Maybe you can barely tolerate your boss's habits, attitude, or flagrant disrespect.

If you're not happy in your current situation, what are you going to do about it?

Assess

- What do you like best and least about your current position?
- What are your strengths? Weaknesses?
- If it's the daily routine that is dragging you down, what would it take to re-energize you?

Research

- Explore lateral career options. A change of practice area may be just the thing to reawaken your passion. Or moving from a solo practitioner office where you had responsibility for everything (and never felt you could take a day off without coming back to a disaster) to a firm with departments (librarians, production center, office services, etc.) can help you refocus on the legal work you most enjoy.
- Look at different employer options. Investigate career opportunities in corporations. Many of them have in-house legal departments or offer positions involving project management, or human resources where your people and team management skills would be of value. Many corporate positions come with a higher salary (and often stock options) than those offered at law firms.

Create a Plan

Coaching sessions help you explore your career strengths and develop a plan for moving in a new direction.

If you have been working in the legal field for most of your career, it might be helpful to take a career assessment test at your local college. Don't be fooled by the word "test" because there are no right or wrong answers. The goal isn't to be "right" but to be accurate and true to yourself.

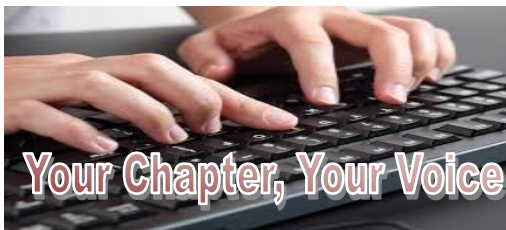
A career coach can often provide a greater degree of insight, analysis, honesty, and encouragement than you can on your own. A coach can evaluate your work history to help you better define your skills and abilities. They can help to build your confidence to overcome limitations you may have put on yourself.

Be aware that some career alternatives might necessitate additional training or education when you decide to make the career transition from paralegal to another field. Find out what those are before you make any decisions. For example, if you are considering a teaching job, you would have more options available to you if you had a master's degree. If you were interested in a sales position, you might want to explore some courses on sales techniques. You would also want to talk to as many legal support vendors as possible to learn what it takes to be successful in a sales position.

Make sure you understand the pros and cons of any role you are considering transitioning to.

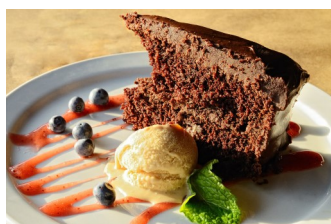
—Dee Beardsley, Emeritus PP, PLS

During her 40+ year career as a legal secretary, paralegal, office manager, and attorney support supervisor, Dee repeatedly reassessed her needs and goals and moved from solo practitioners to small firms, and back again eventually working for an international law firm for 28 years. Her practice area specialties included family law, corporate, wills/trusts/estate planning, real estate, labor, and environmental law. The last 10 years of her career were in Human Resources as an attorney support supervisor and trainer on a global scale.



Birthdays of the Month

March 6 — Maria Nelson, PLS



pixabay

New to Zoom?

You can join DCLP's November meeting as a participant without creating a Zoom account.

Windows or Mac

1. Open the **Zoom** desktop client.
2. **Join** a meeting using one of these methods: (a) Click **Join a Meeting** if you want to **join without** signing in, or (b) sign in to Zoom and then click **Join**.
3. Enter the **meeting** ID number and your display name. If you're signed in, you can change your display name. If you're not signed in, enter a display name.
4. Select if you would like to connect to audio and/or video and click **join**.

For other devices, visit:

<https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-meeting>



@Law, the NALS eMagazine for Legal Professionals, has been published for over 50 years. Each digital issue of @Law contains articles chosen by the Editorial Board, a committee of individuals in the legal support profession. It contains content to assist legal support professionals in their duties and recognizes NALS members for their achievements.

Requires NALS Membership or Subscription to Access



The NALS Legal Brief is a biweekly newsletter that delivers to you the trends, updates, and news from around the legal industry that is necessary to help you succeed in your career. Along with some association news, the NALS Legal Brief will give you a rundown of the current state of the legal support world by giving you a list of relevant industry-focused articles to educate and inform you.

[View past publications](#) of the NALS Legal News Brief

MEMBER RENEWALS



If you are unsure of your renewal date visit nals.org OR contact VP Sharon Coates, PP, CLP

**Don't Forget to Renew
Your Membership**



*Dance like no one is watching.
Email like it may one day be
read aloud in a deposition.*

NALS Code of Ethics & Professional Responsibility

Members of NALS are bound by the objectives of this association and the standards of conduct required of the legal profession. Every member shall:

- Encourage respect for the law and administration of justice
- Observe rules governing privileged communications and confidential information
- Promote and exemplify high standards of loyalty, cooperation, and courtesy
- Perform all duties of the profession with integrity and competence
- Pursue a high order of professional attainment

Integrity and high standards of conduct are fundamental to the success of our professional association. This Code is promulgated by NALS and accepted by its members to accomplish these ends.

Canon 1. Members of this association shall maintain a high degree of competency and integrity through continuing education to better assist the legal profession in fulfilling its duty to provide quality legal services to the public.

Canon 2. Members of this association shall maintain a high standard of ethical conduct and shall contribute to the integrity of the association and the legal profession.

Canon 3. Members of this association shall avoid a conflict of interest pertaining to a client matter.

Canon 4. Members of this association shall preserve and protect the confidences and privileged communications of a client.

Canon 5. Members of this association shall exercise care in using independent professional judgment and in determining the extent to which a client may be assisted without the presence of a lawyer and shall not act in matters involving professional legal judgment.

Canon 6. Members of this association shall not solicit legal business on behalf of a lawyer.

Canon 7. Members of this association, unless permitted by law, shall not perform legal functions except under the direct supervision of a lawyer and shall not advertise or contract with members of the general public for the performance of paralegal functions.

Canon 8. Members of this association, unless permitted by law, shall not perform any of the duties restricted to lawyers or do things which lawyers themselves may not do and shall assist in preventing the unauthorized practice of law.

Canon 9. Members of this association not licensed to practice law shall not engage in the practice of law as defined by statutes or court decisions.

Canon 10. Members of this association shall do all other things incidental, necessary, or expedient to enhance professional responsibility and participation in the administration of justice and public service in cooperation with the legal profession.

Douglas-Carson Legal Professionals

www.douglascarsonlegalprof.org

NALSdclp@gmail.com

Facebook: [NALSdclp](#)

Instagram: [NALS in Nevada](#)



DCLP Chapter Officers 2021-2022

President

Maria Nelson, PLS
(775) 883-3300
maria@allisonjoffee.com

Vice-President

Sharon Coates, PP, CLP
(775) 720-4060
scoates7515@gmail.com

Secretary

Tori Francis, PP, PLS
(775) 752-3016
Redd72chevy@yahoo.com

Treasurer

Vicki Van Pelt
(775) 443-7026
vanpeltv1@outlook.com

The Tickler

Dee Beardsley, Emeritus PP, PLS
(Editorial Manager)
beardsleydee@gmail.com

Maria Nelson, PLS (Circulation Manager)
(775) 883-3300
maria@allisonjoffee.com

Webmaster

Darci Hayden, PP, AAS
nalsdclp@gmail.com

NALS Headquarters

3502 Woodview Trace, Ste. 300
Indianapolis, IN 46268

RGI President

Leslie Murphy, FASAE, CAE
murphy@raybourn.com

Executive Director

Amanda S. Bureau, CAE, CVA
Board Support, Strategic Planning,
Staff Leadership

Certification and Education Manager

Natalie Shryock
Certification Growth and
Process Improvement
natalie@nals.org

Communications, Publications

Rachel Daeger, CAE, IOM
Communications and Publications
(918) 582-5188
rachel@nals.org

Events/Meeting Planner

Emilie Perkins, CAE, CMP CMM, PMP
Annual conference planning, future
meeting date selection
emilie@nals.org

Membership Manager

Mark Lewis
Individual Member and Chapter Support
mark@nals.org