



## Buffalo/ Pepin County Teen Court

Buffalo County Courthouse  
 PO Box 276  
 Alma, WI 54610  
 608-685-6256(Phone) 608-685-6259 (Fax)  
 711 For Wisconsin Relay  
[annie.lisowski@ces.uwex.edu](mailto:annie.lisowski@ces.uwex.edu)



*In accordance with the Buffalo/Pepin County Teen Court, the following represents the community service responsibilities for:*

\_\_\_\_\_ who has been assigned to community service for a total of \_\_\_\_\_.  
 (First / Last Name) (hours)

This said community service is to be completed by \_\_\_\_\_.  
 (date)

Specific requirements for community service: \_\_\_\_\_

Date	Start Time	End Time	Total Hours	Duties/Responsibilities <i>Please be as detailed as possible in describing duties/responsibilities of the offender</i>	Supervisor's Signature

**Name of Site:** \_\_\_\_\_ **Supervisor Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address of Site:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

An EEO/AA employer, UW-Extension provides equal opportunities in employment and programming, including Title IX and ADA requirements. Please make requests for reasonable accommodations to ensure equal access to educational programs as early as possible preceding the scheduled program, service or activity.

**By signing the Teen Court Agreement, you agreed to the following community service rules:**

1. I will follow all community service program rules and all rules set by the worksite.
2. I will wear appropriate clothing and maintain good personal hygiene.
3. I will be mentally alert and physically prepared to work.
4. I will never possess or consume alcohol or drugs 12 hours before or during community service work hours.
5. I will never bring or possess firearms or weapons of any kind at the work site.
6. I will comply with and observe all federal, state statutes, municipal or county ordinances.
7. I will report immediately any injury occurring at the worksite.
8. I understand any request by the worksite to discontinue work duties, for any reason, may result in failure to complete community service sanction.
9. I will follow the established work schedule and be on time for work. I will notify appropriate individuals of any lateness in advance or at the earliest possible time.
10. I will begin assigned tasks promptly, complete tasks in appropriate amount of time and maintain required quality standards.
11. **I will seek additional approved community service work as needed to complete all community service hours within the time limit set.** I understand that I can work at more than one work site to complete my community service hours.
12. I will accept direction positively, ask necessary questions, and accept constructive criticism in a positive manner. I will interact properly with co-workers and assist others when necessary and appropriate. I will be polite and courteous and communicate appropriately.
13. I will not use any cell phone, including texting, or other technology, without the consent of worksite supervisor.
14. I will not allow friends, relatives or other visitors at the worksite during community service hours.