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## PROGRAM ANNOUNCEMENT

*The Advocacy Institute Is Pleased to Present*

The DOL Basic Civil & Administrative Practice Series (“BCAP”)

### **Appellate Practice**

**October 6, 2021  
1:00 p.m. – 2:30 p.m.**

### **WEBINAR**

#### *Program Summary*

This presentation on State appellate practice will provide an overview of the rules governing civil appeals in the Superior Court of New Jersey, Appellate Division and the Supreme Court of New Jersey, and their impact on the Division of Law’s appellate practice. Among the topics covered are motion practice, emergent and interlocutory review and the difference in jurisdiction between the Appellate Division and Supreme Court. The presenters will also address the Division’s appellate policies.

#### *Eligibility*

This program is mandatory for Division of Law Deputy Attorneys General hired after April 2021 who have not previously completed the Basic Civil and Administrative Practice (BCAP) series of courses. DOL deputies who are required to take this program must register for all BCAP sessions.

Other Division of Law deputies are welcome to attend this program. Registrants will receive the course materials prior to the program date.

#### *Faculty*

**AAG Melissa Raksa** is the AAG in Charge of the Division of Law’s Appellate Practice Group. She and her colleagues oversee the Division’s appellate work, which consists of approximately 2,000 pending appeals filed in the Appellate Division, the Supreme Court of New Jersey, the Court of Appeals for the Third Circuit, and the Supreme Court of the United States. During her tenure with DOL, AAG Raksa has served as a DAG in the Banking & Insurance and Labor, Personnel &

Community Affairs Sections (now CASE), Lead DAG in the Insurance Fraud Unit, and Assistant Section Chief and then Section Chief of the Health & Human Services Section. She was an Appellate Division clerk for the Honorable Mary Catherine Cuff, J.A.D. AAG Raksa received a J.D. from Villanova School of Law and a B.A. from Cornell University.

**AAG Donna Arons** is a member of the Division of Law's Appellate Practice Group. She previously served as Section Chief of the Education and Higher Education and Employment Counseling and Labor Sections of DOL. She has also served as a DAG in the Civil Rights and Treasury Sections, as Assistant Counsel in the Office of Counsel to the Governor and as a Special Assistant to the Commissioner of Education. AAG Arons began her legal career as a staff attorney in legal services, representing indigent clients in entitlement and housing cases. She completed a clerkship with the Honorable John F. Gerry, U.S.D.J. AAG Arons received an undergraduate degree from Brandeis University and a J.D. from Harvard Law School.

**AAG Jane C. Schuster** is a member of the Division of Law's Appellate Practice Group. She previously served as a DAG in the Division of Criminal Justice's Appellate Bureau, where she litigated criminal appellate cases in the Appellate Division and NJ Supreme Court. She also worked on numerous special projects for the Division. AAG Schuster is a PTC certified instructor and taught programs on the Fourth Amendment to law enforcement officers and prosecutors. Before joining LPS, she was a litigation associate at Paul, Weiss in New York. She also clerked in the New Jersey Supreme Court for Justice Helen Hoens. AAG Schuster received a B.F.A. and a Master's Degree from New York University, and a J.D. from the Cardozo School of Law, where she was a member of the law review.

**AAG Sookie Bae** is a member of the Division of Law's Appellate Practice Group. She was previously a Court Executive in the Appellate Division. As a supervising attorney in Central Appellate Research, she provided counsel to the court on plenary appeals and summary disposition matters and managed the Complex Appeals Program. Before she joined the Judiciary, AAG Bae was a DAG in the Education and Higher Education Section in the Division of Law. She received a B.A. from the Gallatin School at New York University and a J.D. from the Rutgers University School of Law where she was a Managing Notes and Comments Editor of the Rutgers Computer and Technology Law Journal.

### *CLE Credit*

**NJ CLE Credit:** This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 1.8 hours of Alternative Verifiable Learning Format (AVF) total CLE credit. Of these, 0.0 qualify as hours of credit for ethics/professionalism.

### *Registration*

Those who are eligible to apply should use the Zoom Webinar registration link in the Program Announcement email. Students who are registered will receive a confirmation email with a link to access the program.

**Students must download Zoom before the webinar in order for the AGAI to record polling responses that are required for attendance verification and CLE credit.**

The AGAI will be unable to verify attendance or grant CLE credit to students who have not downloaded Zoom before the webinar.