

September 21, 2015

Dan Ruben, Executive Director
Equal Justice America
c/o Katie@equaljusticeamerica.org

Re: Elizabeth Clarke\2015 Summer Intern

Dear Mr. Ruben:

I am writing to you to give you my thoughts and opinions regarding Ms. Clarke. She interned at our agency this summer in our Children and Family Practice Group. In particular, she worked with me and two other attorneys, all of whom handle domestic violence, custody, and divorce cases on behalf of low-income clients who are otherwise unable to afford legal representation. She also researched two independent legal issues that frequently affect our clients.

Liz has been a very hard working intern. Her work over the summer consisted of drafting numerous pleadings, legal research, and contacting clients to review pleadings and return phone calls. She has worked with enthusiasm and willingly taken on work whenever asked. She completed her work on time and conducted herself in a professional and courteous manner when speaking with staff and clients.

Liz assisted the attorneys in drafting numerous pleadings. These included initial divorce petitions, counter-petitions, judgments, and marital settlement agreements. In addition, she helped draft other pleadings including pension motions and a petition for a restraining order. She also assisted with discovery issues, including preparing subpoenas and preparing a worksheet for maintenance and child support calculations.

In addition, she handled research assignments concerning topics including stepparent status in custody proceedings, the issue of confidentiality under the Illinois Mental Health Act and disclosure of mental health treatment in civil proceedings, and the statutory and administrative obligations of the Office of Child Support Enforcement in cases initiated by a private attorney. In all of these topics, she produced clear information on the particular legal issues.

She attended our weekly meetings to discuss new cases and observed divorce proceeding and our Juvenile Court Expungement help desk.

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Equal justice starts here.

In sum, she was a wonderful asset for our agency and our group this summer. We have all enjoyed working with her and we will miss her excellent help. Please feel free to contact me if you need further information. I have listed my contact information below.

Sincerely,



JoAnn F. Villasenor
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