

# The Governor's School of Southside Virginia Policy Manual

## Section

### 2.1 Community Relations

- A. The Director shall maintain open lines of communication with the public and school divisions served by the Governor's School.
- B. The Director or designee will be responsible for submitting press releases to the media as appropriate.
- C. The Director or designee will have the responsibility to manage the GSSV social media accounts and website and ensure that GSSV activities and students are being promoted through those accounts.

### 2.2 Public Records

Public records are kept in the Governor's School main office for 10 years and are open to public inspection by contacting the Governor's School Director.

### 2.3 Public Complaints

All public complaints against faculty or students will be addressed first by the Governor's School Director. The Executive Superintendent will be the second point of contact if needed.

All public complaints against the Director will be addressed by the Executive Superintendent.

All public complaints against the Joint Board will be addressed by The Governor's School Director and/or The Executive Superintendent.

If necessary, these complaints may be addressed to the entire Joint Board.

### 2.4 Curriculum and Membership Committee

The Curriculum and Membership Committee of the Governor's School consists of a division advocate from each participating division and a school advocate from each base high school. The Committee meets at least twice a year. The Governor's School Director coordinates the Curriculum and Membership Committee.

Approved by Governor's School Board: 02/16/2022