

The Governor's School of Southside Virginia Policy Manual

Section

7.1 Student Selection Process

- A. Participating divisions will receive applications from any interested rising 11th grade student who meets the requirements for selection listed below.

The Governor's School of Southside Virginia does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs, activities, or employment practices, as required by Title VI, Title IX, and Section 504. No otherwise qualified student with a disability shall, solely by reason of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination for any school-sponsored program or activity. For purposes of this policy, a student with a disability shall be one who satisfies the definition set forth in the Rehabilitation Act of 1973 and its implementing regulations.

Qualified students with disabilities may require supplemental aids, equipment, or other accommodations in order to access and/or participate in programs or activities of The Governor's School of Southside Virginia. The home school division will be responsible for providing and/or funding any supplemental costs required to accommodate its qualified student with disabilities.

B. Requirements for Selection

Acceptance for enrollment in The Governor's School of Southside Virginia is based on the following criteria and procedures:

1. The student is enrolled in a public high school served at the time of application and throughout his/her enrollment at Governor's School.
2. The student has a cumulative GPA (weighted or unweighted) of 3.5 or higher.
3. The student will have satisfactorily completed all math prerequisites prior to the fall semester.
 - i. All juniors - Algebra I, Geometry, and Algebra II
 - ii. All seniors - Algebra I, Geometry, Algebra II, and Advanced Algebra/Trigonometry (equivalent of Pre-Calculus) or Pre-Calculus
4. The Curriculum and Membership Committee, composed of representatives from each of the participating school divisions, will establish the selection process.
5. The Placement Committee at the local division will identify and rank the applicants to be invited to attend the Governor's School.

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6. The student who is eligible to participate in the full two - year curriculum may be given preference in ranking.
7. Admission to GSSV is by application, and all applicants are made aware of the curriculum offered. Students who enroll in the program will be enrolled in all of the courses at a given level. Students are not permitted to opt out of certain courses, since they are holding a slot, which could be filled by another student who wishes to take the entire program. Exceptions to accommodate variations in programs at the home high school are made only with the approval of the Joint Board. Such exceptions are not made to allow students a less demanding curriculum than the one described in Governor's School policies, literature, and correspondence.

Parents/Legal Guardians who are dissatisfied with the decision of the Placement Committee may initiate an appeal by a request to the principal of the home high school.

C. Student Participants

The number of students served in The Governor’s School of Southside Virginia will be determined by the Governor's School Board based on the available programs and facilities.

The students served will represent each of the participating school divisions on a quota system determined by the Governor's School Board based on school population and the number of high schools in the participating school division. Divisions are obligated to maintain their per pupil contributions in the event the division quota is not filled.

If a student moves to another division served at GSSV in the middle of his/her time at GSSV, the school division where the student started the year will pay for that student to be at GSSV. The school division where the student transferred will pay for that student to attend the next full year, if applicable.

D. Quota and Distribution

Humanities

Amelia County	11 Humanities slots
Brunswick County	14 Humanities slots
Buckingham County	12 Humanities slots
Charlotte County	12 Humanities slots
Cumberland County*	10 Humanities slots
Greensville County	15 Humanities slots
Lunenburg County	13 Humanities slots
Mecklenburg County	25 Humanities slots

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Nottoway County*	10 Humanities slots
Prince Edward County	8 Humanities slots

*For counties serving as the fiscal agent and the Executive Superintendent, an extra free Humanities slot is awarded.

Total 130 Humanities slots

STEM

Stem slots are flexible each year and determined by staffing and maximum class size allowed.

Once a student has started his/her track (Humanities or STEM), he/she cannot switch to the opposite track.

E. Site Locations

The campus (Alberta or Keysville) a school attends is based solely on location of the high school. The site that is closest to the high school will be the site the students attend. Distance and time from the high school to the College will be used to determine the sites for each high school.

F. Unfilled Quotas

Should a division not fill its quota with qualified participants or should a student withdraw from the program prior to the first day of the school year, the next qualified student on the division’s waiting list will be selected. If the division does not have a qualified student on a waiting list, that 2-year slot can be sold to another division. Again, preference is given to qualified students from the host school division.

If a vacancy occurs between the first day and before three weeks have passed, the Director has the discretion regarding whether or not the slot will be filled.

G. Extra Slots

In the event that a school division wishes to purchase an extra slot, the school is to contact the Director. Some years, there is room for additional slots. The decision is made on a case-by-case basis depending on staffing and maximum class size allowed.

7.2 Criteria for Successful Completion of GSSV Program

To receive a certificate certifying successful completion The Governor’s School of Southside Virginia, a student must earn passing grades in all of the set GSSV classes.

7.3 Student/Parent/Guardian Appeals

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An appeal is the act of expressing an objection to a condition, a circumstance, or a punishment imposed by an instructor or administrator. For the purposes of this policy, appeal means those objections beyond the normal discussion and questioning that a student or parent/guardian might pursue with an instructor or administrator.

In order to provide due process for all GSSV students, parent(s) or a legal guardian of any student or a student who has reached age eighteen has the right to initiate an appeal. The steps in the GSSV Appeals Process are

1. Schedule a meeting with the GSSV Director to discuss the matter.
2. If the matter is not resolved in Step 1, an appeal of the Director's decision can be made to the Executive Superintendent. The appeal must be made in writing (an email is sufficient) within 48 hours of receiving the decision from the Director.
3. If the matter is not resolved in Step 2, an appeal of the Executive Superintendent's decision can be made to the GSSV Joint Board. The request for an appeal hearing must be made in a letter sent by the parent(s), legal guardian, or student (who has reached age eighteen) to the GSSV Director by the 20th of the month. The Director will then include a closed session to discuss student matters on the agenda of the next Joint Board Meeting.
4. The parent(s), legal guardian or student (who has reached age eighteen) must be present to state the appeal at the scheduled Joint Board Meeting. The Board will then consider the appeal and the decision of the Board will be conveyed in writing to the parent(s), legal guardian or student via a letter written by the GSSV Director.

7.4 Student Attendance

Since the academic pace at the Governor's School is accelerated, it is important that student absences be kept to a minimum. If a student knows in advance that he/she will be absent from Governor's School for personal reasons or base school academic activity, the student is required to bring a note from a parent or guardian and to make arrangements for assignments to be completed prior to the absence. Students should not miss Governor's School for base school activities except awards assemblies, Honor Society inductions, or similar academic events.

A. Returning to School Following an Absence

If a student is absent from the Governor's School for illness or a base school activity, the student must provide a written explanation or an email from the parent/guardian. If no note is received within two days after the student's return to school, the student may receive an unexcused absence.

B. Home Bound Instruction

Due to all classes being dual enrollment and the project-based nature of the Governor's School courses, if a student needs to enroll in home bound instruction, he/she will be expected to join each class's daily synchronously Zoom session at the time of the class.

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C. Leaving Early

Early dismissals must be prearranged. An explanatory note or email or phone call from the student's parent/guardian must be approved by the Director before a student may leave the campus. If a student becomes ill during Governor's School hours, his/her parent/guardian will be contacted before the student can be dismissed. Students are not permitted to leave Governor's School before their scheduled departure unless the above procedure is followed. Disciplinary actions will be taken if a student leaves campus without approval prior to scheduled departure.

7.5 Expectations for Student Behavior

Each Governor's School student is responsible for his/her own actions while on school property or under the supervision of Governor's School faculty members during school activities. Students are expected to be punctual to class and to respect fellow class members, GSSV and SVCC faculty, and school property. Actions which jeopardize student safety or disrupt the learning process will not be tolerated. If a student is suspended from his/her home high school, he/she cannot attend GSSV until that suspension has been fully served.

7.6 Communication Devices

Students are allowed to have in their possession cellular phones and other portable electronic and communication devices while at GSSV. The permitted use of all such devices is described in the GSSV Student Handbook.

7.7 Dress and Appearance

Students should follow the dress and appearance guidelines outlined in the GSSV Student Handbook.

7.8 Non-Discrimination on the Basis of Disability

All support services for a student with disabilities are provided by the student's School Division.

7.9 Textbooks

All required non-consumable textbooks will be provided for students to use during the school year at no charge. However, students will be responsible for purchasing their own consumable workbooks or other materials if desired. If textbooks or materials are damaged or lost, the students will be expected to pay for a replacement. A hold will be placed on SVCC transcripts until that payment is made.

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7.10 Medical Insurance

GSSV students are required to have medical insurance in order to participate in all aspects of the GSSV program such as field trips, tours, field studies, conferences, field research projects, and internships. Families without medical insurance can purchase low cost school insurance through their participating school division which covers the student on school activities and allows the GSSV staff to get medical care should the need arise.

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