

# Central Virginia Governor's School for Science and Technology Policy Manual

## Section

### 6.1 Mission statement

The mission of the Central Virginia Governor's School for Science and Technology, a dynamic educational community exploring the connections between mathematics, science and technology, is to develop leaders who possess the research and technical skills, the global perspective and the vision needed to address the challenges of a rapidly changing society.

### 6.2 Objectives

The curriculum is designed to provide:

an academic program which challenges students to pursue to their fullest potential their interests in mathematics and science.

opportunities for students to learn the fundamentals of research through participation in research studies and independent projects.

experiences which allow students to improve their technical skills and develop confidence in their ability to use and manage technology.

experiences which expose students to the applications of science, mathematics and technology through field studies, internships, trips and telecommunications.

an environment which fosters independent learning strategies and challenges students to become responsible for their own learning.

### 6.3 Accreditation

Every 5 years the Governor's School program is evaluated by the Virginia Department of Education, Gifted Programs Office.

### 6.4 Calendar

A. The Director prepares the Governor's School annual instructional calendar for approval by the Governor's School Board.

B. The instructional calendar is designed to meet the needs of the five participating divisions for reporting grades and it avoids conflicts with high school semester exams.

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- C. The Governor's School relies on the Lynchburg City School announcement for inclement weather school closings. Hence, the Governor's School attempts to avoid scheduling a school day between November 1st and March 31st on its calendar when the Lynchburg City Schools are not in session due to holidays or staff work days. When such an instructional day is deemed necessary, the Governor's School staff will clearly communicate to students and parents that students are only to attend if their parents decide it is safe to do so. If the Governor's School is closed on such a day, that closure will be noted on the CVGS website.

6.5 School Day

The Governor's School has classes scheduled from 7:30 am until 11:05 am each day.

6.6 Evaluation of Curriculum and Instructional Program

The curriculum and instructional program of the Governor's School is under constant evaluation by the faculty to keep pace with emerging technologies and trends in math and science education that will best meet the needs of CVGS students.

6.7 Field trips

All Governor's School students have a permission form signed by their parent/guardian for all field trips taken within the school's service area during the school year. All trips outside of the service area require a permission form for the specific trip signed by a parent/guardian. In addition, for overnight trips, each participating student and their parent must sign a form agreeing to abide by the CVGS Overnight Field Trip Guidelines. CVGS students on field trips must travel in the company of a CVGS staff member, a staff member of a participating school division or their own parent or guardian.

6.8 Textbooks

The Governor's School Governing Board approves the use of all textbooks used in Governor's School courses. The Governor's School faculty makes recommendations on all textbooks for their respective courses.

6.9 Acceptable Use Agreement (AUA)

An acceptable use agreement is a written agreement signed by students, parents, and staff members which outlines the terms and conditions of technology use at the Governor's School.

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6.10 Student Evaluation and Grading

All Governor's School classes are evaluated on the following scale:

- A 90 – 100
- B 80 – 89
- C 70 – 79
- D 60 – 69
- F Below 60

All Governor's School students are required to take exams in all of their courses except for Junior Research and Senior Seminar where no exams are given. Grading practices for each course are explained in the course outline. Progress reports simply reflect progress to date in each course.

Students will receive written notification of grades by the Governor's School faculty every nine weeks. All Governor's School students' grades will be reported to their respective high schools at the end of each nine-week period according to the Governor's School calendar.

Approved by Governor's School Board: 05/04/2005

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