

West Virginia Governor's Honors Academy

A Handbook for Students
and Their Families



Twenty Five Years
of
Cultivating Curiosity

Bethany College

June 27-July 18, 2009

West Virginia
Department of Education and the Arts



Ashining jewel in West Virginia's crown, the Governor's Honors Academy provides, at no cost to the students or their families, a scintillating, challenging pre-college experience for approximately 180 of the state's finest students.

FOREWORD

Governor Joe Manchin III and the Department of Education and the Arts proudly present the West Virginia



Governor's Honors Academy 2009 (GHA) at Bethany College in the

state's beautiful northern panhandle.

This unique

program celebrates the achievement

of 180 of the state's

top-

achieving rising seniors.

The opportunity to live on a college campus for three weeks while taking advantage of academic and intellectual challenges makes GHA an unforgettable experience.

Governor's Schools are truly community efforts. Funded by the Legislature as requested in the Governor's budget, all of the Governor's Schools of West Virginia are administered by the West Virginia Department of Education and the Arts. The West Virginia Department of Education also plays an integral part in each of the programs.

The information in this handbook provides important information; therefore, students and their families are encouraged to read and discuss it. It is imperative that each understands the importance and responsibility of attending a governor's school. If you have any questions, please contact the Director of Governor's Schools Sherry Keffer at (304) 558-2440 or by email at Sherry.L.Keffer@wv.gov

Congratulations on your academic achievement as well as your obvious commitment to learning. You make West Virginia proud.

Sincerely,

Kay Goodwin, cabinet secretary
Education and the Arts

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Introduction

Welcome! The information in this handbook should answer the questions you have about GHA. Read it carefully. If you do not find the answers you need,

contact Ms. Saralyn Dague, dean of GHA at Bethany or Mrs. Sherry Keffer, Governor's Schools director.



Your attendance at the Governor's Honors Academy is a challenging opportunity for you to meet and interact with other

students and adults in an enriched, relaxed academic environment where you may explore studies of particular interest to you. You will be living and learning on the campus of one of West Virginia's institutions of higher education as you represent your school and county in this unique experience.

Your potential for learning will be challenged and your curiosity will be piqued as you discover new horizons while broadening your knowledge base. Moreover, you will meet other talented young West Virginians whose friendships will support you throughout your lifetime.

Acceptance of this opportunity carries with it an agreement to behave with integrity and respect for others. You are to abide by all rules and regulations included in this brochure. These guidelines are necessary in order for you to have the best possible learning experience.

If you decide not to accept your invitation, you may not use your original acceptance in any application or news release. **Only students who complete the Academy are known as GHA Scholars.**

We wish you a successful and enjoyable experience at the Governor's Honors Academy at Bethany College. And remember....curiosity probably did **not** kill the cat.

Student Policies

Residency

The governor's school is intended to be an intensive residential learning experience; therefore, students are expected to remain on campus for the duration of the school, including weekends. Parents, family and friends are not to visit.

Exceptions to this policy can be granted only in the event of an emergency. You will need to request permission from the dean, stating the nature of the emergency and inform your resident assistant of the expected times for leaving and returning before you leave campus. There is a 24-hour limit on emergency leave.

Through an agreement with the West Virginia Department of Education, students involved in career/technology competition may request additional leave

Visitors

Students are not to entertain non-governor's school visitors.

Students are not permitted to visit other groups or dormitories while on campus..

Students may visit with members of the opposite sex only in the dormitory lounge or commons areas. Visitation with the opposite sex in individual rooms is not permitted and will result in dismissal from the Academy.

Families are requested not to visit during the Academy so the students will have time to interact socially with other governor's school participants.

Non-participants (legislators, the media, etc.) wishing to observe the classes or special events must register in advance in the dean's office.

All approved and registered guests must wear a GHA visitor identification badge for the duration of the visit. Badges are to be returned to the office of the dean at the end of all scheduled visits.

Motor Vehicles

Students may not ride in any motor vehicle except those provided by the governor's school staff. Neither are students allowed to have a car at the governor's school. Visitors' vehicles are to be parked only in the designated areas--even on opening day.



Medical Info

Students and parents are responsible for providing up-to-date valid medical information on the forms that will be posted on the website.

Information will be stored with both the dean and the Wellness Center.

Participation and Attendance

Students are required to attend all regularly scheduled classes and special events, and they must participate actively in these instructional activities.

Students will receive a copy of the daily schedule upon arrival at the GHA. The location and time of special events will be announced.

Students will be permitted to walk to designated off-campus areas during daytime hours with a governor's school friend. Signing out at the main desk is required, and students may not miss a class or an event. The resident assistant is to be informed in advance each time you plan to leave campus. For example, should you walk to a convenience store or other off-campus destination, you must inform your resident assistant that you are leaving campus and when you expect to return. Again.. you may never leave campus alone

If it is necessary to miss a class or event, the student must report to the teacher or RA in charge of the event--IN ADVANCE--the anticipated absence and its reason.

Students are required to follow established travel

Attendance, Participation, Cont.

schedules, dormitory curfews and established town ordinances regarding curfews for minors.

Class time and evening/weekend activity times are for learning and focus. There are no personal electronic devices, computers, or cell phones permitted in the classroom or at activities.

Disciplinary Action

As a representative of your school, community and county, you are expected to be an exemplary citizen. Certain behavior is incompatible with the philosophy of the governor's schools. All staff members are responsible for disciplinary action in response to misbehavior. In other words, *every adult* is your "boss."

There are three levels of discipline, the use of which is determined by the nature, frequency, or severity of the infraction:

- a. **Verbal reprimand** by staff with written notice to the dean of the governor's school;
- b. **Written warning** by the dean (Notice of Disciplinary Probation). Copies will be sent to the parent or guardian and to the student's school counselor
- c. **Dismissal**

Final decisions regarding dismissal from the governor's school will be made by the dean, in consultation with the appropriate faculty, resident director and state director.

Should a student be dismissed, parents or guardians will be contacted immediately by the dean. A dismissed student will be required to be picked up by a parent or guardian within 12 hours of the dismissal. During the time period waiting for pick-up, dismissed students will pack their belongings under staff supervision and be separated from other Academy members. A letter stating the student's name and reason for dismissal will be sent to the parent or guardian, high school principal and county superintendent of schools.

Disciplinary Action, continued

Destroying or damaging property is a serious matter requiring full compensation, resulting in dismissal or a written warning of probation.

Other reasons for dismissal include, but are not limited to, the following:



- a. absence from campus without permission;
- b. any unexcused absence;
- c. disobeying visitation policies
- d. use or possession of alcoholic beverages or controlled substances,

whether on-or-off campus;

- e. unauthorized use of a vehicle;
- f. unauthorized riding in vehicle with another person;
- g. tampering with fire alarms or security systems;
- h. harrassment;
- i. failure to follow the resident life staff, faculty or campus security's direction;
- j. behavior unbecoming of a member of GHA.

Students who leave campus without authorization, engage in activities threatening the safety of others, or who violate the tobacco, alcohol and controlled substance abuse rule will be dismissed immediately. There will be no second chances.

Electronic devices, including but not limited to, pagers, cellhones, Ipods, mp3 players, CD players, etc., used during class time or during activities will be confiscated by a staff or faculty member and remain locked in the dean's office until the final day of the Academy.

Be advised of the following:

Bethany College and the West Virginia Governor's Honors Academy will cooperate with all local and legal authorities with regard to investigations or illegal activities.

GHA at Bethany

June 27-July 18, 2009

Bethany College

A Small College of National Distinction

Bethany, a small college of national distinction, was founded on March 2, 1840 by Alexander Campbell. More than 165 years later, Bethany College is a highly contemporary institution in the liberal arts tradition. The College offers a wide array of studies, awarding Bachelor of Science and Bachelor of Arts degrees in more than 30 fields of study.

Since its inception, Bethany has been a four-year private liberal arts college affiliated with the Christian Church (Disciples of Christ). This religious body, of which Campbell was a principal founder, continues to support and encourage the College but exercises no sectarian control. Students from virtually every religious community attend Bethany.

The College's program of liberal arts education prepares students for a lifetime of work and a life of significance. Bethany places particular emphasis on developing leadership qualities and incorporates pre-professional education in dentistry, engineering, law, medicine, physical therapy, public administration, theology and veterinary medicine.

Bethany's 1,300-acre campus is located in the Northern Panhandle of West Virginia. Pittsburgh is 39 miles to the northeast while the cities of Wheeling, W.Va.; Washington, Pa.; and Steubenville, Ohio are all within a half-hour's drive of the campus. The approximately 830 students at Bethany College represent 27 states, the District of Columbia, Puerto Rico and a dozen other countries.

For more information, visit www.bethanywv.edu.

Overnight Arrangements

The two lodging establishments listed are included because they are affiliated with either Bethany College or nearby West Liberty

State University. For

those who may

want to spend the

night before the

opening or

closing days,

there are also

many hotels in

the Wheeling

area. Listings

and booking

information can be

accessed via the Internet.



Gresham Inn

The Gresham Inn is part of the Mountainside Conference Center, owned and operated by Bethany College. The 40 rooms all have a patio or deck. Each room is equipped with a telephone, cable TV, Internet access, coffee maker, hair dryer, clock radio, iron and ironing board. The onsite fitness center and recreation room with pool table are complemented by the nearby campus facilities. Phone: **(304) 829-4343** for reservations.

Liberty Oaks Bed and Breakfast

Liberty Oaks is a stately mansion located on the campus of West Liberty State University, seven miles south of the Bethany campus. Features include four beautifully appointed guest rooms. Rooms may have two full, one queen or one king-size bed. Each guest room has a private bath, cable television, telephone and wireless Internet access. The first floor guest room is wheelchair accessible. Continental breakfast is included. All major credit cards accepted. **Phone: (800) 732-6204 ext. 5622 or (304) 336-8079.**

Campus Facilities

Recreation

Thomas Phillips Johnson Recreation Center and the Hummel Field House will be open to students for the duration of the Academy. These facilities include the natatorium and a general purpose floor that accommodates a number of sports. The multi-million dollar center provides facilities excellent for recreational activities, including a large gymnasium, fitness area, a swimming pool, courts for racquet sports, a weight room, and an exercise area. There are hiking trails, outside tennis courts, and a track area. Practice soccer fields on the lower part of campus are available also.

Medical Services

The Bethany College Wellness Center is available for students while at the Academy. All emergencies are handled through the local hospitals and medical centers. The town of Bethany has a fire department and emergency medical services company.

Parents are responsible for all medical expenses incurred during the governor's school including emergency transport costs. All medications, whether prescription or over the counter, must be reported on the medical forms. **Do not forget to include a copy of your medical insurance card with the medical form.**

Please alert the governor's school staff of any medical or food allergies or special medical problems so we may make proper arrangements.

Banking

An automatic teller machine (ATM) is located on the first floor of Benedum Commons. Students can also cash checks at the Bethany College Cashier Office located on the first floor of Cramblet Hall, from 9:00 AM though 3:00PM Monday through Friday,

Living Accommodations

Your Room

You will be living in Campbell Village I or II during your stay at the Academy. The dormitories are apartment-style suites that offer many of the amenities of home. The suites are designed for four students, each with his or her own bedroom. All bedrooms are

furnished with a double bed, dresser, nightstand, mirror/closet, desk and chair. In each suite, students share a living area with furniture and kitchenette with a refrigerator and microwave. Campbell Village suites contain



central heating and airconditioning.

You will receive the name and address of your roommates for the governor's school. You are encouraged to contact your roommates in order to plan items you wish to bring such as an iron, radio, stereo or trash can.

Your Residential Responsibilities

When you arrive at GHA, the residence hall rooms will be clean, and you are to leave them in the same condition when checking out. A room inspection form will be completed upon move-in with the assigned Resident Advisor, and another inspection form will be completed prior to move-out. Your parent or designee is to be present at both sign-in and sign-out.

You and your suitemates will be responsible for the maintenance and cleaning of your assigned apartment as well as any activity in the room. You and your parents will be financially responsible for any damages to the suite.

Cleaning your bedroom, bathroom and common area of your suite is your responsibility. All persons should be respectful of their suitemates and maintain an orderly suite.

Residential Responsibilities, cont.

Garbage is to be taken out by the suite residents to a designated location.

Do not hang any items out of or in the windows. This is a fire safety regulation .

Do not hang any items on sprinklers or fire alarms.

The air conditioners in the individual suites should not be set below 68 degrees. Moving temperature settings too low causes the units to ice over and stop working. There will be no room moves due to air conditioners freezing in such an instance. The unit will remain off until maintenance gives clearance that it is thawed enough to be used.

Campbell Village dorms are smoke-free in both the apartments and the common areas. Smoking, of course, is prohibited for students at all times.

Alcoholic beverages, chemical substances or drugs of any kind, excluding prescription or approved over-the-counter drugs, are strictly prohibited while attending GHA.

Quiet hours for the dormitory will be posted and must be observed. In order to make sure all are well-rested throughout the length of the Academy, quiet hours will be from 10:30 p.m. -7 a.m. every day. Noise levels must be kept to a minimum.

If you bring a radio or stereo, it is important you respect the rights of your fellow students by not playing music that can be heard outside of your room.

All students must sign a medical release form and report to the dean any medical conditions that may require monitoring, as well as any prescribed medication that the student is taking.

Do not bring television sets, desktop computers, hot pots or plates, popcorn poppers, air-conditioners or microwave ovens.

You will be issued a keycard for your building and a key for your suite door and your individual room. You must carry your keys at all times and take care of them. At no time should you lend your card or keys to another



student for any reason. A fee of \$100 per card/key will be charged to replace any lost or stolen keys. You are required to return all cards and keys during the check-out process. A missing card or key should be reported to the resident director immediately.

Your room should be locked at all times when you or your roommates are gone. Windows on the lower floors should remain closed and locked also. Missing items should be reported to the resident director immediately.

You will be issued a photo identification card for the Governor's Honors Academy. This ID must be worn at all times during the Academy.

If you plan to keep snacks in your room, bring airtight containers for storage. Meals will be served three times a day, with options for snacks both on and off campus. Brought food should be kept to a minimum and must be packed in plastic containers.

You are expected to return to your residence hall immediately following the evening GHA programs. Dormitories are locked at 11 p.m. for your safety.

Bethany College Campus Security is on duty 24 hours a day, 7 days a week and they will patrol the dormitories and campus. All campus rules, fire and safety regulations are to be followed.

At an early point in the Academy, a fire drill plan will be explained and a fire drill will be held. When the alarm sounds, you must leave your room and exit the building to report to a designated area where a roll call will be taken. You will return to the building with your resident advisor when cleared by security.

Residence Hall Services

Campbell Village has study lounges and a conference room.

The residence hall will have a television in the main lobby.

There are food and beverage vending machines located in the lobbies.

Laundry facilities in the residence hall are free of charge for academy students. You must supply your own laundry detergent, fabric softener and dryer sheets.

A telephone jack, which may be used for local calls, is provided in your room. You will need to supply a telephone. A calling card can be used if long distance calls need to be made.

Mail will be delivered to Campbell Village daily, Monday through Friday. Outgoing stamped mail can be dropped off at the dean's office. Incoming mail should be addressed as follows:

(Student's Name)

West Virginia Governor's Honors Academy

Camps & Conferences/305 Cramblet Hall

Bethany College

Bethany, WV 26032

Dress and Grooming

1. Dress should be casual but tasteful.
2. You will need dress clothes (boys: jacket and tie; girls: dresses suitable for attendance at banquets and other special occasions) for three activities.

This does NOT necessarily mean three distinct

outfits. It does mean that you are to have whatever clothing you bring pressed and in good wearing condition. Dress-up activities include seeing a Broadway show in Pittsburgh, Teacher Appreciation day and the



Closing Ceremony.

3. For your own safety, it is required that you wear shoes at all times.
4. Shoes and shirts are required in classrooms, activity locations and the dining hall.
5. Offensive writing on clothing is strictly prohibited.

Specific Clothing You Will Need

A variety of shirts, blouses, tops of different weights (for rooms that are too cool)

Shorts

Jeans/slacks

Two or three dressy outfits (suitable for banquets)

Tennis shoes

Shoes for dress

Swimsuit

Beach towel

Sleepwear

Bathrobe and bedroom slippers

Rain gear

Lightweight jacket

Umbrella

Small backpack or sackpack

What Do I Need?

What Do I Want?

Items You Will Need

| | |
|-------------------------|----------------|
| Sheets and pillowcases* | Extra towels |
| Mattress cover* | Washcloths |
| Pillow | Towels |
| Blankets | Shower shoes |
| Toiletries | Garbage cans & |
| Hangers | bags |

**Double-bed size*

Other Items You May Want to Bring

Desk lamp (to supplement overhead lighting)
Radio
Tray/basket for toiletries
Camera and film/memory card
Games
Personal sports equipment
Musical instruments
Hair dryer
Alarm clock
Cosmetics/toiletries
Telephone/phone cards
Laptop or Notebook computer

Items You May Not Bring

| | |
|--------------------|-----------------|
| Television | Toaster |
| Hot plate/pot | Toaster oven |
| Popcorn popper | Air conditioner |
| Coffee pot | Refrigerator |
| Fan | Fry Daddy |
| Microwave | George Foreman |
| Exercise equipment | grills |
| Desktop Computer | |

Safety and Security

Always let your roommate know where you are going.

Never loan your room key.

Never play with fire equipment.

Do not prop open a fire door.

Be sure to travel with a friend as much as possible.



Report any suspicious people to your resident advisor **immediately**.

Stay out of the woods and of the trails when it is dark.

Note: When you are on field trips, you must stay in your chaperoned group at all times. Please realize that this rule is in place out of concern, not distrust. Children (even those almost 18) are their parents' greatest treasure, and the Governor's Schools of West Virginia are committed to protecting that treasure.

Governor's Schools of W.Va. Advisory Council 2009

The Governor's Schools Advisory Council advises the West Virginia Office of the Secretary of Education and Arts regarding site selections, program offerings and procedures for student and faculty selection. The advisory council meets approximately three times a year, usually in Charleston.

Membership

Mrs. Carrie Bledsoe, chair

Mr. Rob Aliff

Dr. Andrew Blackwood

Mr. Grant Bromhal

Mrs. Delores Cook

Ms. Saralyn Dague

Mr. Alfred deJaager

Dr. Keith Garbutt

Mrs. Kay Goodwin

Ms. Sue Ann Heatherly

Ms. Julia Lee

Mr. David McChesney

First Lady Gayle Manchin

Mr. Warren Mickey

Mrs. Vicky Mohnacky

Mrs. Terri Sappington

Mr. Mark Payne

Mr. James Snyder

Mrs. Martha Woodward

Student Representatives

Sarah Abbott and Devon Cottle, GSA

Liz Hart and Benny Becker, GHA

Faculty Representatives

Dr. Linda Cowan, GSA

Hank Hampton, GHA

Ex-Officio

Sherry Keffer, director of Governor's Schools

Each year, students are selected by their governor's school peers to be student representatives on the West Virginia Governor's Schools Advisory Council. Student representatives are chosen the third week of the session. Those chosen should express a commitment to the governor's schools, possess public speaking ability and the leadership skills needed to work with the adults on the advisory council, and be willing and able to attend the scheduled council meetings.

Frequently Asked Questions

1. If I am selected for another honor during the summer, may I come to GHA for part of the time and then leave a few days early to be in another program? What if there's a family wedding?
 - A. The commitment to GHA is for the full 22 days.
2. Will there be time to check e-mail?
 - A. There are times during the day when students may use the college computers to check e-mail or to do computer research.
3. Can my parents visit during GHA?
 - A. No. GHA is designed so that you can be totally focused on the activities planned for you. Parents and other family members are not permitted to visit. Families in close proximity to Bethany College need to pay special heed to this.
4. Will I get the classes I request?
 - A. The classes are assigned on a first-come, first-served basis. We do attempt, however, to see that students are enrolled in their first or second choice in either the broad-based or intensive class.
5. Will attending GHA enhance my scholarship opportunities?
 - A. *Some* colleges and universities award financial aid over and above other scholarships for students who attended GHA for the full time. You will need to check with the financial aid officer at the institution where you wish to study to see if such a scholarship is offered. The awards are not financed by the Governor's Schools.
6. Will I receive college credit for the GHA classes?
 - A. No.
7. Will I really enjoy living with all these rules?
 - A. Students who attend the Governor's School say that they are the best experiences of their high school career. You will *not* be "giving up" your summer; instead, you will be gaining tools and making memories for a lifetime.

Contact Information

For Further Information, Contact

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Things I Want to Remember

