

West Virginia Governor's School For the Arts

**A Handbook for Students
and Their Families**



West Liberty University

June 28-July 18, 2009

**West Virginia
Department of Education and the Arts**

FOREWORD

Governor Joe Manchin III and the Department of Education and the Arts proudly present the West Virginia Governor's School for the Arts 2009 (GSA) at West Liberty University in the state's beautiful northern panhandle. This unique program celebrates the achievement and potential of 100 of the state's most promising artists who will be high school juniors



next year.

The opportunity to live on a college campus for three weeks while being immersed in a community of arts, the GSA is an unforgettable experience.

Governor's Schools are truly a community effort. 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, through cooperative efforts, also plays an integral part in 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

I am happy to congratulate you for nurturing your great talent and for having the wisdom to know that GSA is the place where you should spend three wonderful weeks this summer. You make West Virginia proud!

Sincerely,

Kay Goodwin, Cabinet Secretary
Education and the Arts

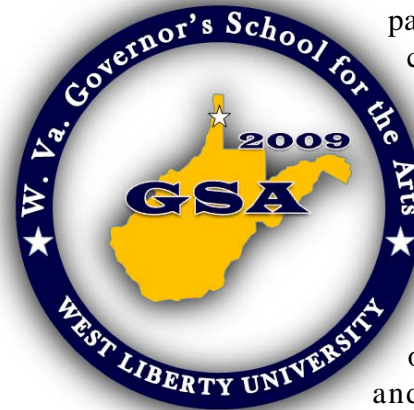


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Introduction

Welcome! We hope that the information provided in this handbook will answer the questions you have about the Governor's School for the Arts (GSA). If, however, you do not find the answers for your



particular concerns, please contact Alfred deJaager, dean of GSA at West Liberty, or Sherry Keffer, director of the Governor's Schools of West Virginia. Your attendance at the GSA is a serendipitous opportunity for you to meet and interact with other students and adults in an enriched,

relaxed arts 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 finest institutions of higher education as you represent your school, community and county in this unique experience.

Your potential for learning will be challenged as you discover new horizons while broadening your life as an artist. 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 handbook. 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 the artists completing GSA are recognized.

Read this booklet carefully to familiarize yourself with the information you will need in order to have a successful and enjoyable experience at the Governor's School for the Arts.

Student Policies

Residency

1. 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.
2. 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.

Visitors

1. Students are not to entertain visitors who are not part of the governor's school
2. Students are not permitted to visit other groups or dormitories while on campus.
3. Students may visit with members of the opposite gender only in the dorm lounge or common areas. Visitation with the opposite sex in individual rooms is not permitted and will result in dismissal from GSA.
4. The reason that families are neither to visit nor "drop by" with cookies, laundry, etc., during GSA is that the students will need time to interact socially with their GSA peers.
5. Non-participants (legislators, the media, etc.) who wish to observe the instructional programs or special events must register in advance in the dean's office.
6. All approved and registered guests must wear a GSA visitor identification tag for the duration of the visit. Tags/badges are to be returned to the office of the dean at the end of all scheduled visits.

The Office of the Dean will be located in Room 207, Hall of Fine Arts

Motor Vehicles

Students are not permitted to ride in any motor vehicle except those provided by the governor's school staff. Students are not 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 Information

Students and parents are responsible for providing up-to-date valid medical information on the forms that will be posted on the website: www.wvgovschools.org. Information will be stored with both the dean and the staff nurse.



Participation and Attendance

1. Students are required to attend all regularly scheduled classes and special events. They are expected to participate actively in these instructional activities, since this is the primary purpose of being invited to the governor's school.
2. Students will receive a copy of the daily schedule upon arrival at the GSA. The location and time of special events will be announced.
3. 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.
4. Students are required to follow established travel schedules and dormitory curfews.
5. 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. Disciplinary action in response to misbehavior is the responsibility of *all* staff members.

1. 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 of which will be sent to the parent or guardian and to the student's school counselor;
- c. **Dismissal** by the dean.

2. 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 of governor's schools.

3. Should a student be dismissed, parents or guardians will be contacted immediately by the dean. A parent or guardian must pick up a dismissed student within 12 hours of dismissal. During the time that the dismissed student is waiting to be picked up, he or she will pack his/her 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.

4. Destroying or damaging property, which could result in a written warning of probation or dismissal, is a serious matter that requires full compensation.

Disciplinary Action

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

- a. absence from campus without permission;
- b. any unexcused absence;
- c. disobeying visitation policies;
- d. use or possession of alcoholic beverages or controlled substances *at any time*;
- e. unauthorized use of a vehicle;
- f. unauthorized riding in vehicle with another person;
- g. tampering with fire alarms or security systems
- h. harassment;
- i. failure to follow the resident life staff, faculty or campus security's direction;
- j. behavior unbecoming of a member of GSA.



6. 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.

7. Electronic devices, including but not limited to, pagers, cellphones, 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 end of the day July 18. If this happens, you will be allowed to use a phone once daily to call your family. **No exceptions! It is the responsibility of the adults (ra's, faculty, etc.) to enforce this rule at all times--even with students other than your own.**

Be advised that West Liberty University and the West Virginia Governor's School for the Arts will cooperate with all local and legal authorities with regard to investigations or illegal activities.

GSA at West Liberty

June 28-July 18, 2009

West Liberty University is a forward-looking, four-year public university steeped in a rich heritage as West Virginia's oldest institution of higher education. Established as West Liberty Academy in 1837 (26 years before the state was admitted to the Union), it was created to respond to the need for higher education opportunities west of the Appalachian Ridge. The university is named for the town in which it is located. West Liberty was so named in the late 18th Century as the westernmost point of the new liberty provided by the Declaration of Independence.

In 2005 the Media Arts Center addition to the Hall of Fine Arts was dedicated. This center houses a state-of-the-art television studio and audio recording studio as well a new music technology laboratory and graphic design laboratory.

In May, 2009, a major celebration accompanied the official starting date of University status.

THE SCHOOL OF LIBERAL ARTS

The School of Liberal Arts is one of four academic schools within the institution. The Department of Arts and Communications and the Department of Humanities are both part of the School of Liberal Arts. As West Liberty sets forth in their statement of philosophy, "West Liberty recognizes its obligation to promote the development of the intellectual, social, physical, emotional, moral, and vocational capacities of all persons within its sphere of influence."

Our curricular offerings serve the institution's mission: To launch our graduates into community, work, and academic environments ready to be viable contributors with skills and knowledge needed to meet future opportunities and challenges.

Our students have the opportunity to major in such areas as art, music, theater, digital media design, and writing, but we also offer students pursuing other majors the opportunity to participate in these areas for the enrichment of their lives.

West Liberty, West Virginia

West Liberty is located in the narrow northern panhandle of West Virginia between western Pennsylvania and eastern Ohio. Its rural setting provides relative seclusion for study and contemplation, but the proximity to Wheeling and Pittsburgh provide ample opportunity for social and intellectual pursuits.



Oglebay Park, just seven miles away, offers 1700 acres of year-round recreational opportunities.

Oglebay Institute offers quality programming for lifelong learning with a multi-disciplinary approach. Four departments offer programs in environmental education, performing arts, regional history interpretation/preservation and visual and creative arts.

The Wheeling Symphony is the oldest cultural organization in West Virginia. The Wheeling Symphony Society, Inc., serves the residents of our communities by providing excellent orchestral programs that entertain, educate and enhance the quality of life.

Overnight Accommodations

The Governor's Schools of West Virginia neither endorse nor recommend any of the facilities listed. The listing is presented for informational purposes only.

Wheeling Island Hotel

1 South Stone Street
Wheeling, WV 26003
877-943-3546

Grove Terrace Motel

2076 National Road
Wheeling, WV 26003
304-242-4220

Park View Chalets

128 Waddles Run Road
Wheeling, WV

McClure House Hotel

1200 Market Street
Wheeling, WV 26003
304-232-0300;243-9400

Super 8

2400 National Road
Wheeling, WV 26003
304-243-9400

Wilson Lodge

Oglebay Park
Wheeling, WV
304-243-4000

Area Hotels

Days Inn Wheeling
E 1-70 and Dallas Pike
Wheeling, WV
304-547-0610

Holiday Inn Express
Exit 11 Dallas Pike
Triadelphia, WV
304-547-9690

Bison Inn
201 Main Street
Bethany, WV
304-829-4508

Hampton Inn
795 National Road
Wheeling, WV
304-233-0440

Campus Facilities

Recreation

The residence life staff is planning a number of activities. There is an indoor pool in Blatnik Gymnasium. There will be opportunities for playing basketball and tennis

Medical Services

GSA has employed a Registered Nurse to be part of our staff. Students needing treatment beyond that may go to Doctor's Urgent Care just 10 miles from campus or one of the two well-equipped hospital emergency rooms located approximately 15 minutes from campus.

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.

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

Banking

Do not bring large amounts of cash. ATM cards are a safer alternative. Any student with an ATM card for a hometown bank will be able to withdraw money.

Church Services

A Protestant service and a Roman Catholic Mass will be provided in our Interfaith Chapel each Sunday. The time of each service will be announced.

Living Accommodations

Your Room

1. You will live in Hughes Hall on the West Liberty campus. This residence hall is fully air-conditioned and each suite has a private bath that you will share with your suitemates.



Residential Responsibilities

1. When you arrive at GSA, 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. If someone other than your parent picks you up on the final day, written arrangements must be made beforehand.
2. You and your suitemates will be responsible for the maintenance and cleaning of your assigned room as well as any activity in the room. You and your parents will be financially responsible for any damages to the suite.
3. 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.
4. Sheets (twin-sized), pillows, pillowcases, blankets and towels will not be provided. Bring your own.
5. You will be issued a key to your room and a pass card. There is a charge of \$150.00 for a lost key. The charge for a lost pass card is only \$15.00 because this is handled electronically.

Residential Responsibilities

6. Hughes Hall will be reserved exclusively for the use of GSA. The pass card you are issued is your means of entry into the dorm and, depending upon your area of concentration, some classrooms. You may also put money on the card to operate laundry and snack and beverage machines.
7. Do not hang items out of or on the windows. This is a fire safety regulation.
8. Do not hang any items on sprinklers or fire alarms.
9. If you bring snacks for your room, keep them in airtight containers.
10. Possession or use of tobacco products is forbidden.
11. Alcoholic beverages, chemical substances or drugs of any kind, excluding prescription or approved over-the-counter drugs, are strictly prohibited while attending GSA.
12. Students must be in the residence hall by 10 p.m.. If an activity lasts beyond 10 p.m., you will have 15 minutes to reach your room upon conclusion of the event. Quiet hours for the dormitory will be posted and must be observed. Quiet hours will be from 11 p.m.- 7 a.m. every day. Noise levels must be kept to a minimum.
13. Don't play your radio or stereo so that music can be heard outside your room.
14. Keep your room locked at all times when you or your roommates are gone. Windows on the lower floors should also remain closed and locked. Report missing items to the resident director immediately.
15. You must wear your GSA name tag at all times you are out of your dorm room.

Residence Hall Services

1. Breakfast, lunch and dinner are served in nearby Rogers Hall; hours will be announced when you arrive. A salad bar is available during lunch and dinner.

If you have special dietary requirements, please provide such information to Dean deJaager as soon as possible.



2. The residence hall has a television set available in the lounge area.
3. No telephones are provided in dorm rooms. Students may bring cell phones, but the cell phones are not to be taken from the residence hall during class time or evening programs.

Mail will be delivered to students Monday-Friday. Please address student mail as follows:

**Student's name
West Liberty University
Governor's School for the Arts – CSC 170
Post Office Box 295
West Liberty, WV 26074**

Pertinent Safety Procedures

At an early point in the Governor's School, 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 roll will be taken. You will return to the building with your resident advisor after being cleared by security.

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. A copy of the student's health insurance card is to be attached to the health form.

Dress and Grooming

1. Dress should be casual but tasteful.



2. You will need dress clothes for two activities. (boys: jacket and tie; girls: dresses suitable for attendance at banquets and other special occasions)

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

Belt(s)

One or two dressy outfits (suitable for banquets)

Tennis shoes

Shoes (dress, casual, athletic)

Swimsuit

Beach towel

Sleepwear

Bathrobe and bedroom slippers

Rain gear

Lightweight jacket

Umbrella

Small backpack or sackpack

Fashion accessories

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 |

**Twin Bed*

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

Items You May Not Bring

- | | |
|--------------------|------------------|
| Television | Toaster |
| Hot plate/pot | Toaster oven |
| Popcorn popper | Air conditioner |
| Coffee pot | Refrigerator |
| Fan | Fry Daddy |
| Microwave | G Foreman grills |
| Exercise equipment | Computer |
| Skateboard/bike | Candles/Incense |
- Two-pronged extension cords and plug adapters

Safety and Security

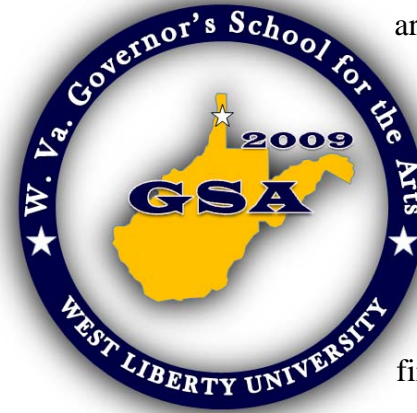
Think “Safety”; Act Safely

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.

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

Student Representative Selection

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 GSA 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 GSA is for the full 21 days; therefore, you may not be excused for such activities.
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 GSA?
 - A. No. GSA 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 West Liberty need to pay special heed to this. It is easy to drop by to deliver cookies or laundry, but do not do so. Parents are invited to two activities: the opening ceremony and Sharing of the Arts.
4. Will attending GSA enhance my scholarship opportunities?
 - A. West Liberty will provide a Housing Grant to those attending GSA. It is estimated that the value of these grants for 2009-2010 will be \$1,250.00 per semester (90% of room charges). As these costs rise so will the value of the award. Some other state colleges and universities and some out-of-state art schools award financial aid over and above other scholarships for students who attended GSA 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. Such scholarships are *not* part of the Governor's Schools program.
5. Will I have to stay in chaperoned groups when we leave campus for field trips?
 - A. Yes. See page 15.
6. Will I really enjoy living with all these rules?
 - A. Students who attend the Governor's Schools 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

Important Phone Numbers

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Matthew Harder, Assistant to the Dean

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Sherry Keffer

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Department of Education and the Arts
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1900 Kanawha Boulevard East
Charleston, WV 25305
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sherry.l.keffer@wv.gov

Questions I Still Have

Make a list of your questions before calling or emailing for assistance. You can record your answers on this page.

