

Central Virginia Governor's School for Science and Technology



*Builder
of
Excellence
in
Science
Education*

2024-25 Student Handbook

CVGS Mission Statement

The mission of the Central Virginia Governor's School for Science and Technology, a dynamic educational community exploring the connections among 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.

TABLE OF CONTENTS

Welcome to the CVGS Learning Community	1
CVGS Staff Directory	2
CVGS Calendar Information	4
Class Schedule	4
Inclement Weather	4
Delayed Openings	5
Make-up Day Information	5
Saturday Sessions	5
Attendance Policy	5
Daily Class Attendance	5
Returning After an Absence	6
Arriving Late	6
Leaving Early	6
Academic Policies	6
Honor Code	6
Reporting Grades	7
Grading Scale	7
Academic Deficiency	7
Semester Exam Policy	7
Criteria to Advance to the Senior Year of the CVGS Program	8
Criteria for Successful CVGS Program Completion	8
Enrolling in CVGS as a Senior	8
Student Support	8
Services	8
Program Coordinator	8
School Nurse-Heritage	8
Parking Privileges	9
Recommendation and Coursework Verification Requests	9
Textbook Loans and Purchases	10
Field Trips	10
Photo Release	10
Communication with Families	10
Science Labs	11
CVGS Computer	11
Equipment and Networking Resources	11
Student Data Storage	11
Network Access	11
Technology Labs	12



<u>Expectations for Student Conduct</u>	<u>12</u>
<u>One Minute of Silence</u>	<u>13</u>
<u>Pledge of Allegiance</u>	<u>13</u>
<u>Appeals Process</u>	<u>13</u>
<u>Medication at CVGS</u>	<u>13</u>
<u>Internship Program</u>	<u>13</u>
<u>Science Fairs and Symposia</u>	<u>14</u>
<u>Withdrawal Policy</u>	<u>14</u>
<u>Questions & Answers</u>	<u>15</u>
<u>CVGS Class of 2026</u>	<u>18</u>
<u>Class of 2025</u>	<u>20</u>
<u>Division Advocates</u>	<u>22</u>
<u>School Advocates</u>	<u>23</u>



Welcome to the CVGS Learning Community

Welcome to the Central Virginia Governor's School for Science and Technology (CVGS). Here at CVGS, students and faculty share a unique opportunity to explore and actively learn about science, mathematics, and technology in a flexible and innovative instructional environment. We have a remarkable facility with extensive resources and amazing equipment. We hope you will share in our appreciation of our building and all the technology provided within it.

We also hope that, throughout your CVGS experience, you will get to know your fellow students as you help each other grow academically and personally. Effective collaboration among students plays an important role in the success of many of the learning opportunities here at CVGS. Our students find the culture at the Governor's School to be both fulfilling and motivating, and much of what characterizes our environment is the positive impact of the attitudes of and interactions between our students.

We are here to help you develop your analytical thinking and study skills. We strongly encourage you to make a commitment to quality and to project your positive attitude as you pursue your studies. CVGS is a place where you can develop lasting friendships and acquire knowledge, skills, and experiences which will benefit you throughout your college life and beyond.

We encourage you to consider several leadership opportunities while you are at CVGS. The Student Activities Group assists the staff with school spirit days and social events throughout the year, and the CVGS ambassadors are specially trained seniors selected by the faculty to give tours of the school and officially represent our program in their respective communities. Finally, the CVGS yearbook needs dedicated students to document the experiences shared here at CVGS.

We are very fortunate to have our facility located on the site of Heritage High School, and we are pleased to maintain our excellent working relationship with the Heritage administration and faculty. Since CVGS is located on Lynchburg City Schools (LCS) property, many of their policies will be followed within our program. If you have any questions about CVGS or LCS policies, you can find them located on our website under CVGS Governing Board or on the LCS website.

Best wishes for successful experiences as you take the next step in your educational endeavors! If each of us is willing to do so, we will all catch the CVGS spirit, and together we will make our learning community an effective, energizing, and enjoyable one!

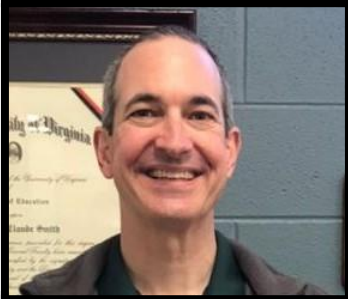
Onward and upward!

Dr. Stephen C. Smith

Director



CVGS Faculty and Staff Directory



Dr. Stephen C. Smith: Director

OFFICE-G-103, ssmith@cvgs.k12.va.us

Connections in Mathematics Instructor

Research Statistics Instructor

Senior Seminar Tech Lab Instructor

Artificial Intelligence

Leadership, Teamwork & Communications Coordinator



Dr. Mr. Scott Douglass: Assistant Director

OFFICE-G-114A, sdouglass@cvgs.k12.va.us

Dual Enrollment Physics Instructor

Research Instructor

Senior Seminar Tech Lab Coordinator/Instructor

Drone, Virtual Reality

Internship, Partnership, and Scholarship Coordinator



Ms. Kimberly Ellis: Program Coordinator

OFFICE-G-102, kellis@cvgs.k12.va.us

Applications/Records Manager

Ambassadors Coordinator

Coursework Verification Coordinator

CVGS Foundation Finance Coordinator



Mrs. Michele Chamot

OFFICE-G-109A, mchamot@cvgs.k12.va.us

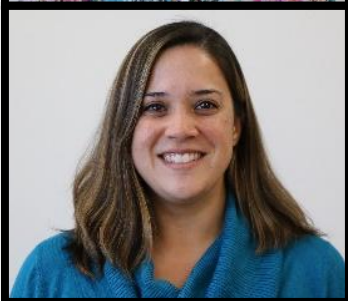
Lead Research Instructor

Research Collaborations Coordinator

Internship Liaison/Field visits

Research Competitions/Trips Coordinator

Social Media Coordinator



Dr. Mrs. Michelle Douglass

OFFICE-G-107A, mdouglass@cvgs.k12.va.us

Human Anatomy & Physiology Instructor

Research Instructor

Senior Seminar Tech Lab Instructor

Microscopy, Microbiology

Google Suite Administrator

New Student Orientation/Senior Capstone Coordinator



Mr. Mike Friedman

OFFICE-G-111A, mfriedman@cvgs.k12.va.us

Calculus 1, 2, 3 Instructor

Research Statistics Instructor

Senior Seminar Tech Lab Instructor

3D Design/Print, Laser Engraving, Photoshop
IT Support



Dr. Melisa Shifflett

OFFICE-G-106A, mshifflett@cvgs.k12.va.us

Precalculus & Calculus Instructor

Senior Seminar Tech Lab Instructor

Scientific Photography, Technology in Sewing

Database Manager/Scheduler

Dual Enrollment & Student Recognition Coordinator



Mr. Jeff Steele

OFFICE-G-113A, jsteele@cvgs.k12.va.us

CVGS Physics Instructor

Senior Seminar Tech Lab Instructor

Robotics, InDesign & Yearbook, Physics of Music
IT & Network Administrator



Mr. Bradley Wetzel

OFFICE-G-119, bwetzel@cvgs.k12.va.us

Administrative Assistant

Attendance Coordinator

Parking Coordinator



Ms. Deborah Wilson

OFFICE-G-119, dwilson@cvgs.k12.va.us

Head Custodian

CVGS Calendar Information

The Governor's School will follow the calendar on the CVGS website. The Governor's School will be in session several days during the year when the base schools are not in session. When this happens, students are expected to attend Governor's School classes. This policy does not apply during inclement weather. In the case of inclement weather, please refer to the Inclement Weather section that follows.

Class Schedule

Period 1 7:30 - 8:20am
Period 2 8:25 - 9:15am
Period 3 9:20 - 10:10am
Period 4 10:15 - 11:05am

	Session 1	Session 2
Begin	7:30am	8:25am
Dismissal	10:10am	11:05am

Students are always welcome to arrive as early as 7am or stay as late as noon provided they sign in and sign out on the forms provided near the office.

Inclement Weather

Students should not call the Governor's School office for closing information.

Students should receive automated phone messages from the Governor's School at the contact numbers families provided at the beginning of the year. Checking the CVGS Instagram and Facebook accounts is also recommended.

Instagram: [cvgs_griffins](#)

Facebook: [Central Virginia Governor's School for Science and Technology](#)

One common question asked is, "If my base school is closed but roads in my residential area are clear, should I come to Governor's School?" **A student's parent or guardian must make the decision whether or not a student will attend under those conditions.** If a student's base school has an inclement weather day when the Governor's School is open, the student is not expected to attend Governor's School classes in person. Students should be aware that CVGS classes will continue and that students are responsible for any work missed. Often teachers provide course content and assignments in a Google Classroom.

If a student's base school and the Governor's School are open but the weather conditions near the student's home are questionable, it is up to the discretion of the parent or guardian as to whether or not the student will drive to the Governor's School.

On CVGS inclement weather days, the Governor's School faculty will provide students with guidelines for activities via email. If several days have already been missed for inclement weather, CVGS lessons may be held in a synchronous virtual format.

If inclement weather begins during Governor's School class hours and the Director deems it appropriate, students will be dismissed according to the desires of their parents/guardians as indicated on the *Inclement Weather Decision Form* which is part of the electronic CVGS registration packet. If there is a question about road conditions, students will be permitted to call parents/guardians for guidance.



Delayed Openings

If a student's base school is operating on a delayed schedule due to inclement weather, the student may report late to the Governor's School. However, the student is not required to attend CVGS.

Please note that often school divisions do not provide transportation between CVGS and the base schools on delayed opening days. Students will need alternative transportation on those days.

If the Lynchburg City Schools are delayed, Governor's School classes will be canceled.

Make-up Day Information

There are over 185 instructional days, including orientation days and Saturday sessions, in the CVGS calendar. This additional instructional time is to account for inclement weather. If there are more inclement weather days than are accounted for in the approved calendar, CVGS will hold virtual classes on the additional inclement weather days.

If there is a school closing from any of the school divisions that CVGS serves on the day of a scheduled exam, that day will have a Friday schedule. Then, the entire exam schedule will be postponed, and the previously scheduled exam will take place on the first day when all schools are in session at the normal time.

Saturday Sessions

The Governor's School will be open several Saturdays during the first semester from 9am until noon for students to get extra help from faculty, to use the CVGS equipment or

labs, to work on projects, or to prepare for a test or exam.

Students are encouraged, but are not required, to participate in the Saturday sessions.

The Saturday sessions for the current year are listed on the calendar. In case of inclement weather on one of these Saturdays, CVGS will be closed. Students may check the CVGS Instagram (*cvgs_griffins*) and Facebook (*Central Virginia Governor's School for Science and Technology*) accounts after 8am for inclement weather messages on Saturdays.

Attendance Policy

Daily Class Attendance

Each day the Governor's School faculty will take attendance. The Governor's School's Administrative Assistant will maintain a list of all tardies, absences, and early dismissals. **In addition, the CVGS will contact a parent or guardian when a tardy or absence is recorded.**

Since the academic pace at the Governor's School is accelerated, it is important that students keep tardies and absences to a minimum. If a student knows in advance that he/she will be absent from Governor's School, he or she should ensure CVGS receives a note or email (CVGSattendance@CVGS.k12.va.us) from a parent or guardian prior to the absence. Generally speaking, students should not miss Governor's School classes for base school activities. However, we recognize that some activities will take priority, and we leave it to each student's parents/guardians to make that determination.



Returning After an Absence

If a student is absent from the Governor's School for any reason, including illness, a base school activity, or inclement weather, the student must bring a written explanation signed by a **parent or guardian** to the Governor's School office.

As an alternative, a parent or guardian may have the absence excused by sending an email to the CVGS Administrative Assistant at CVGSattendance@cvgs.k12.va.us.

Failure to comply with these requirements for documenting absences may result in unexcused absences being reported to the student's base school.

Arriving Late

Students who arrive late must report immediately to the CVGS office and sign the attendance notebook.

Consistent tardiness is addressed in each course outline and may result in the student's grade being affected.

Leaving Early

Early dismissals should be prearranged when possible. An explanatory note signed by the student's parent/guardian will be approved by a member of the CVGS office staff before a student may leave the campus. **Students are required to sign out prior to leaving the building.**

If a student becomes ill during Governor's School hours, that student should contact a member of the CVGS office staff. The staff member, or the Heritage High School Nurse, will contact the student's parent or

guardian before the student will be dismissed.

Students are not permitted to leave Governor's School before their scheduled departure unless this procedure is followed. Disciplinary actions will be taken if a student leaves campus without approval.

When a student needs to recover an object from a car in the parking lot, he or she must obtain prior approval from the Director, Assistant Director, Program Coordinator, or Administrative Assistant in order to do so.

Academic Policies

Honor Code

All Governor's School students are expected to submit their own work on projects, tests, homework assignments, research papers, lab write-ups, and in-class assignments. The sole exception to this rule is when a faculty member specifically gives instructions allowing for group effort on a given assignment.

Likewise, the Honor Code applies to using, downloading, or copying materials from any computer without permission. All assignments and tests, unless specified as exceptions, will include the student's honor pledge as shown below. The pledge should be written out and signed prior to completing the assignment or assessment.

I will not give or accept unauthorized assistance on this assignment.
(student's signature)



CVGS also has a pledge for group work that should be written out and signed prior to completing group work.

**I will actively contribute to the group
and will not give or accept unauthorized
assistance on this assignment.
(student's signature)**

Students should report suspected Honor Code violations to the appropriate instructor or the Director immediately. Substantiated violations of the Honor Code will result in a failing grade on the assignment in question and may result in additional sanctions up to and including removal from the CVGS program.

Reporting Grades

Students' grades will be available to students through the Rediker online portal. In addition, every nine weeks the Governor's School will provide an electronic progress report and send all students' grades to their respective base schools.

Please note that nine-week grades reflect the student's progress to date in the course, and the two nine weeks are not equated or averaged for the calculation of the semester grade. The process used to determine semester grades for each course is prescribed in each course syllabus. If a course has a semester exam, that exam is weighted at 20% of the semester grade. There are no semester exams in the junior research course or in the senior seminar course.

Students must contact the University of Lynchburg registrar to have official transcripts for college credit courses sent to colleges/universities.

Grading Scale

The Central Virginia Governor's School uses the following grading scale:

- A - 90% - 100%
- B - 80% - 89%
- C - 70% - 79%
- D - 60% - 69%
- F - 0% - 59%
- I - incomplete

All incomplete grades must be changed to a letter grade within four weeks after the end of the marking period. Incomplete grades will be given only under extenuating circumstances, such as prolonged illness.

Academic Deficiency

The first time a student receives a grade of "C" or below in any Governor's School course during a nine weeks marking period, his or her instructor will have a conference with a parent or guardian. If possible, the student will be present. During this conference, the specific grading components will be shared, and a plan for improvement will be developed.

Semester Exams

All students are expected to take semester exams on the days scheduled. If an unavoidable scheduling conflict arises, it must be brought to the attention of the Director in advance. If an exception is approved, the student will take the exam early. Only in rare cases, such as illness confirmed by a physician or a death in the family, will a make-up examination be allowed. If a student does not report for a semester examination due to an emergency, the Governor's School office

must be notified on the day of the exam by the student's parent/guardian.

Important notice: Students will be released from the Governor's School when they have finished a semester exam.

If there is a school delay or closing from any of the school divisions that CVGS serves on the day of a scheduled exam, that day will have a Friday schedule. Then, the entire exam schedule will be postponed, and the previously scheduled exam will take place on the first day when all schools are in session at the normal time.

Criteria to Advance to the Senior Year of the CVGS Program

To advance to the senior year, a junior must earn a year-end grade of at least a "C" in each of his or her three CVGS courses.

Criteria for Successful CVGS Program Completion

To receive a certificate certifying successful completion of the Central Virginia Governor's School program, a student must earn a year-end grade of at least a "C" in each course as follows:

Enrolling in CVGS as a Junior
Junior Year

1. Research
2. CVGS Physics
3. Precalculus, Calculus 1, or CVGS senior math

Senior Year

1. Senior Seminar
2. Human Anatomy and Physiology or Dual Enrollment Physics
3. Calculus 1, Calculus 2, Calculus 3, or Connections in Mathematics
Note: Advanced students who take senior level classes their junior year must still complete three courses their senior year. If an appropriate course is not available at CVGS, the Director will work with the student's parent or guardian to identify an appropriate alternative.

Enrolling in CVGS as a Senior

A student who enrolls at CVGS as a senior must earn a year-end grade of at least a "C" in three senior year courses as noted above in order to receive a certificate certifying successful completion of the Central Virginia Governor's School program.

Student Support Services

Program Coordinator

Please get to know the CVGS Program Coordinator so she can assist you concerning communication with your base school, attendance records, recommendations, coursework verification forms, and other similar items.

School Nurse-Heritage

Students who become ill during class must notify their instructor then report to the CVGS Office. A CVGS office team member

will then determine if the student should report to the Heritage High School nurse.

Parking Privileges

Governor's School students may apply to purchase Heritage High School (HHS) parking passes in the fall. Parking passes are available through the CVGS office, and they should be displayed as instructed. If your vehicle is sold or otherwise leaves your possession during the school year, you must notify the CVGS Program Coordinator or Administrative Assistant of the change.

CVGS students who do not have a valid parking pass or who do not park in the proper lot or space are subject to a parking fine for each incident. There is an additional fine for parking in a handicap space.

Students are expected to pay the fines within five school days. Failure to pay within the specified time will result in revocation of parking privileges until the fine is paid. Students who continue to park on-site after their parking privileges are revoked are subject to having their cars towed at their expense. Excessive parking violations may result in loss of parking privileges according to HHS policy.

If you drive a car to CVGS other than the one you have registered, you must report to the CVGS office to obtain a temporary parking pass.

If you park in the HHS Student Lot, you must walk around HHS to enter CVGS.

Recommendation and Coursework Verification Requests

During the year many students will need faculty recommendations and/or coursework verification for special programs, awards, scholarships, colleges, and employment. In order to process requests promptly, students are required to complete a *Recommendation Request Form* and/or a *Coursework Verification Request Form*. Both of these forms are located on the CVGS website and on the student portal.

If requesting a recommendation, the student must first speak to the instructor to ensure that he or she feels comfortable writing a recommendation. If so, the student will complete the *Recommendation Request Form* and must be sure to include all requested information. **If a form is not filled out appropriately, it will not be processed.** Students should check back with the faculty member to ensure the recommendation will be completed by the deadline.

It takes time for a faculty member to write a recommendation. Therefore, a minimum of two weeks is needed between the time the form is submitted and the time the recommendation is required.

If a student would like to request a CVGS Coursework Verification, he or she must complete the *Coursework Verification Request Form*. A profile of the Governor's School program will be provided to ensure readers will understand the nature and rigor of the program.

Textbook Loans and Purchases

CVGS provides all required textbooks and/or ebooks for all courses. It is the responsibility of the student to keep any issued textbooks in good condition. If a textbook is lost, damaged, or contains student's marks, the student must pay the replacement cost of the textbook to the Governor's School by the end of the year.

Students may not write in their textbooks unless they purchase the textbooks from the Governor's School. **If a student highlights or writes in a textbook, the student may be required to purchase the textbook by the end of the year.**

Each textbook issued to a student at the beginning of the year must be returned to the Governor's School at the end of second semester.

Field Trips

Field trips can be an integral part of the junior research and senior science courses. The *Local Field Trip Permission Form* on file will cover all trips within the five school division areas. Any trips outside those bounds will require a separate permission form which must be signed and returned to CVGS before the student may participate in the event. Overnight field trips require completion of the *Overnight Field Trip Guidelines Form*.

A student is subject to disciplinary actions if the student's behavior does not meet CVGS expectations for student conduct while on a field trip.

Students are expected to dress in business/professional attire for trips (no sweat shirts, sweat-pants, team shirts, etc.) unless casual clothing is specifically requested, as may be the case for field study. Students are encouraged to ask questions and be courteous to the hosts or hostesses. Future return invitations to our hosts depend in part on the image we project!

Photo Release

Since photographs of CVGS students are often used on our websites, Instagram and Facebook accounts, as well as in various locations at CVGS, we ask that students and parents/guardians sign a photo release form. This form was included in each registration packet.

Communication with Families

General information about CVGS events will be communicated directly to students or through our automated calling and email system.

Staff may use email to communicate information about assignments or students' grades to students or parents if requested, but since it is impossible to guarantee confidentiality of email communications, communication by phone is preferred.

Information regarding student behavior, medical concerns, or issues related to an Individualized Educational Plan will not be communicated through email.



Science Labs

All Governor's School students will perform only laboratory experiments approved by the instructor. The instructor will inform the students of any dangers or safety precautions that need to be considered for a given experiment. Students are expected to report accidents **immediately** to the nearest instructor so proper measures can be taken. Individual experimentation must be prearranged and must be conducted under the supervision of an instructor.

Students are responsible for maintaining the equipment issued to them. Students who break glassware or other laboratory equipment may be responsible for the replacement cost of the item.

If a student does not know how to use certain equipment, it is his or her responsibility to secure proper instructions before proceeding with the task.

Also, students must practice good lab skills by properly cleaning up all equipment and materials at the end of the activity. It is the student's responsibility to review, on a regular basis, safety rules and guidelines provided by the instructor as well as those posted in labs.

CVGS Computer Equipment and Networking Resources

CVGS-issued laptops and other CVGS devices allow students to access the CVGS Local Area Network. Students are then able to access centrally stored data and software. Each student is given an account

with a private password to log onto their CVGS-issued laptop and the CVGS network. Each CVGS student is responsible for knowing the guidelines outlined below regarding the use of CVGS computers and other devices they connect to the CVGS network.

While students are allowed to install software (including games – PG13 please), they are NOT permitted to change any configuration or user settings, except their own passwords. Students should also be aware that any installation of software that “breaks” the computer may be uninstalled as part of the ‘fix.’ In the event a computer needs repair (for software or hardware related issues), the student will be issued a loaner computer.

Student Data Storage

Each student has a directory for storing his or her files in the Google Drive. All files should be backed up regularly.

Network Access

CVGS will issue a network account and an email account with passwords to each student. Students are to use these accounts to complete assignments and to communicate with other students, the CVGS faculty, and others on the Internet throughout the world.

Students are expected to check their CVGS email on a daily basis. This will help ensure solid communication between the CVGS staff and the student, which includes email notifications if a student has been marked tardy or absent that day.



Each student has an important responsibility to uphold the CVGS Network and Internet Acceptable Use Agreement. This document is given to students at registration and a copy is available on the CVGS website. Any student who forgets his or her password must notify Dr. Mrs. Douglass in writing. Dr. Mrs. Douglass will then assign a new password as soon as possible.

Technology Labs

The Governor's School is fortunate to have sophisticated equipment for students to learn techniques and procedures and to conduct research projects. Since many of the laboratories contain expensive equipment, it is imperative that each student operate the instruments under the supervision of a faculty member. The student will receive instructions from the faculty member, and the faculty member must then observe and approve the student's ability to use the equipment properly prior to the student actually using the instruments. The laboratory managers will set specific lab rules for their laboratories.

Individual research projects must be approved by the appropriate instructor who coordinates the lab that includes the instruments necessary for completing the research.

Technology laboratories are provided each year based upon feedback from students the preceding year and current student interest. Not all labs are available at all times, but the current list of labs that may be available can be found on the CVGS website.

Expectations for Student Conduct

Each CVGS student is responsible for her or his own actions while on school property or under the supervision of Governor's School staff during school activities or trips. Students are expected to be punctual, keep absences to a minimum, actively participate in classes, and respect themselves, all other members of our community of learners, and the CVGS facility and equipment.

Students should never disrupt the learning activities and processes at CVGS. In addition, like all public schools, CVGS follows all applicable laws and regulations, including the state requirements related to the pledge of allegiance and minute of silence.

CVGS Policy 7 section 7.7 Communication Devices states that, "Students are allowed to have in their possession cellular phones and other portable electronic and communication devices while at CVGS. However, from each student's first minute of CVGS class time to the last, the student's cell phone should be off and out of sight. The only exception is when the student has explicit permission from a CVGS staff member to use the phone for a specific purpose".

Examples of specific cell phone uses CVGS staff members may approve include but are not limited to the following: taking photos for science laboratory assignments; scanning documents for electronic submission; recording videos in video production, and complying with two-factor authentication requirements for account log-in processes. Failure to meet these expectations will result in appropriate responses and



consequences as noted in CVGS policy and the CVGS Student Handbook.

The general content of the student behavioral expectations of the CVGS Governing Board have been consistent over time. However, we recommend to our families that they access our website for the most up-to-date versions of this information.

Our current policy manual is found at <https://www.cvgs.k12.va.us/about-cvgs/cvgs-governing-board>

The policy manual of the Lynchburg City Schools can be found on their website at <https://go.boarddocs.com/va/lynchburg/Board.nsf/Public>

If you have any questions or concerns related to the behavioral expectations for our program, please contact the CVGS main office at (434) 515-5480.

One Minute of Silence

In accordance with the Code of Virginia 22.1-203, this policy establishes a one-minute period of silence during the second class period of each school day.

"All pupils remain seated and silent, and make no distracting display to the end that each pupil may, in the exercise of his or her individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract, or impede other pupils in the like exercise of individual choice."

Pledge of Allegiance

State regulations require that students stand and recite the Pledge of Allegiance while facing the flag either with their right hands over their hearts or in an appropriate salute if in uniform. However, no student can be compelled to recite the Pledge if the student, parent of the student, or legal guardian of the student objects on religious, philosophical, or other grounds. Students who are thus exempt from reciting the Pledge must remain quietly standing or sitting at their desks while others recite the Pledge. Exempt students must not make any display that disrupts or distracts others who are reciting the Pledge.

Appeals Process

In order to provide due process for CVGS students, faculty decisions may be appealed by a student's parent or guardian to the Director. The Director's decisions may be appealed to the Superintendent-in-Charge. Interested parents or guardians should contact the Director for more specific information on the appeals process.

Medication at CVGS

No prescription or over-the-counter medications may be administered to a student without adhering to the associated Lynchburg City Schools policy. If a student must have medications administered during school hours, the student's parent or guardian must make arrangements with the Heritage High School nurse by calling 515-5404.

Any student needing to take prescription or over-the-counter medications during an overnight field trip must make prior



arrangements with the faculty member-in-charge. In addition, the Lynchburg City Schools policy requires that the *Physician/Parent Authorization to Administer Medication* form be completed. Copies of this form are in the Governor's School office.

Internship Program

The CVGS Internship Program opportunities are open to all juniors. To ensure the safety and proper supervision of students at a sponsor site, the CVGS Internship Coordinator or designated faculty member will visit the site and establish a formal agreement with the sponsor. This formal learning agreement will include a listing of the objectives, dates, times, report location and special conditions of the internship. The agreement will be signed by the CVGS Director, Internship Coordinator, student intern, and the internship sponsor and/or mentor(s). This agreement will be kept on file at CVGS.

Students are not required to find their own internships; however, they are welcome to make suggestions to the Internship Coordinator. **Students are required to provide their own transportation to and from the sponsor site.**

Parental permission will be required, along with the student application, before the student will be assigned to an internship opportunity approved by the Governor's School. The established procedures must be followed in order for the student to participate under the auspices of the Central Virginia Governor's School Internship program.

Science Fairs and Symposia

Although not required, the faculty strongly encourages students to enter division, regional, and state science fairs. CVGS students register for the Central Virginia Regional Science Fair (CVRSF) through the junior research course.

When a Governor's School faculty member assists a student as his or her primary advisor for a research project, that student will do his or her research at CVGS under the direction of that faculty member. Faculty members may also assist students working under the direction of a base school teacher or other off site mentor. When that occurs, completion of a cooperative supervision form is required to jointly define the roles of the base school and Governor's School faculty members.

Governor's School materials and equipment used for research projects must be used at the Governor's School under the supervision of a Governor's School faculty member unless a specific exception is granted by the instructor. CVGS will follow the guidelines for the International Science & Engineering Fair (ISEF). Guidelines are available at www.societyforscience.org.

Senior research opportunities allow students to refine projects and submit to national competitions. Questions about completing a senior research opportunity should be directed to the lead research teacher.

Withdrawal Policy

In the event the Governor's School program does not meet the needs of a student, an



opportunity to withdraw from the program is available at the **end of each semester**. The withdrawal policy is designed to ensure that a decision is made which is in the best interest of the student. All school personnel associated with the student will be apprised of his/her status. To withdraw from the program, the student needs to complete the following steps:

1. Schedule a meeting with the CVGS Director, a parent or guardian of the student, and the student him or herself to discuss reasons for wanting to withdraw from CVGS.
2. Complete the CVGS withdrawal form and return it to the CVGS office along with any CVGS equipment.

Questions & Answers

For new students, the Governor's School experience will be very different from base school classes. Here are some answers to questions you may have about the Governor's School's program.

1. Do I need a computer or graphing calculator at home?

Each student will be issued a CVGS laptop. Graphing calculators are required, and CVGS has calculators available to loan if needed.

2. What if other students have knowledge of computer software already, and I still don't understand what I am doing?

Don't panic. Some students will need more time to learn how to use the CVGS technology and software. Many of our seniors say that it took time, patience, and effective effort before they became proficient with the hardware and software. You may have some frustrating moments as you learn, (we've all been there, faculty included), but once you achieve your first

small successes, they quickly lead to even bigger ones.

3. How is the CVGS assignment schedule different from my base school?

In many of the classes you will have long term assignments. To manage those assignments effectively requires a plan from the beginning and attention to details along the way.

You will be expected to have completed the homework before each class, and you will need to speak up and ask questions if you do not understand a problem or concept. Each instructor will have a policy about homework. Learn the policies, complete the homework, and ask questions when you have them.

4. Are the classes in a traditional format?

As a Governor's School student, you will find that courses are engaging and interactive. You will be expected to be prepared for class discussions and ask questions. Sometimes the class discussions will lead to new theories or ideas. The faculty will continually motivate you to think through all the possibilities of a problem. Governor's School students have an important responsibility toward the outcome of a project or experiment. Our students demand high performance from their classmates. **Faculty members will facilitate your learning, but you will ultimately be responsible for the magnitude of the learning experience.**

5. I'm lost in a class...what do I do?

Don't panic. Go to the instructor immediately and ask for help. Be specific about what you are having trouble understanding. The faculty members want to help you be successful. They will direct



your studies so you can grasp the material, but you must do your part as well—read assignments, complete homework, stay organized, work and study with your classmates as appropriate, and think deeply about the concepts being discussed. If you find that you are lost, do not avoid the difficult work of getting back on track; procrastination will only exacerbate the problem.

6. What happens if I earn a poor grade on my first test?

Don't panic. We all have an opportunity to learn from our mistakes. Try to analyze what you did as you prepared for the test. It is not uncommon for students to do poorly on the first test, identify more effective study and preparation techniques, and then end up with a much higher grade by the end of the grading period. The faculty and your peers are willing to assist you. Don't wait until the day before the next test to get help. **Take the initiative and tackle the problem...with help from the Governor's School Team!**

7. Are Governor's School classes weighted for my GPA?

Yes, all five school divisions weigh all Governor's School courses as 5.0 for an "A."

8. How will colleges know I'm attending the Governor's School?

Some of the base schools have developed a format on their transcripts which clearly indicates our Governor's School courses. Upon student request, the Governor's School will provide a school profile and verification of Governor's School courses to each college or university to which a student applies. The Governor's School does not award credit toward graduation for

completion of courses. Your diploma and official transcript will come from your base school. The CEEB Code for CVGS is 471289.

9. What is really DIFFERENT about the Governor's School?

Hopefully you have already experienced some differences during the new student orientation. Each student is responsible for the depth and breadth of his or her learning. Many assignments will have a few guidelines with a great deal of flexibility for you to be creative or demonstrate your analytical thinking skills. The Governor's School faculty will continually challenge you so you can develop confidence tackling difficult problems. Students are required to work effectively in groups and to manage their time effectively.

Other unique offerings in the CVGS program include the research course, the internship program, and the senior seminar. The program is designed to enhance your ability to work through the research process, analyze and solve real-world problems working in teams, and experience success in both the classroom setting and in the business world.

10. When will I have time to talk with my instructors outside of class?

The faculty is available immediately before and after classes and by email each day. Saturday sessions, from 9am until noon, are scheduled during the first semester as well. We encourage you to talk with your instructors to see when they can arrange time to work with you.

11. Are there leadership opportunities at CVGS?



CVGS has a student activities group, yearbook staff, and student ambassadors, as well as a variety of volunteering opportunities throughout the year.

In early fall, juniors and seniors interested in participating in the CVGS Student Activities Group should attend an organizational meeting. Members of the group will organize and assist in programs and events throughout the year. Juniors may apply in May to be a student ambassador for the senior year.

The yearbook staff is composed of seniors and will work throughout the spring compiling a yearbook using the CVGS desktop publishing lab. There are also a number of short-term volunteering options available throughout the year. Depending on the activity, it is possible to earn NHS hours for volunteering at CVGS sponsored events.

12. How do I apply for an internship?

All juniors, and their parents, are invited to attend the CVGS *Back to School Night* in the fall. At that event a brief explanation of the internship program format, expectations, and opportunities is provided. Later in the fall, juniors complete an internship interest survey, then meet with CVGS faculty to discuss their internship interests. Parents are provided more details about their students' placement the beginning of second semester. Additional information about our internship program can be found

on our website. All internship opportunities will be arranged by the CVGS Internship Coordinator. Students are not responsible for securing their own internships, but they do need to provide their own transportation to and from the internship site.

Students with special requests for internships can indicate that information on the interest survey. Students and parents are encouraged to forward information about potential new internship sponsors to the Internship Coordinator.

13. May I remain at CVGS after my last class is dismissed so that I can work on assignments?

Students are responsible for returning to their base schools on time for their next classes. If a student has time between schools, then it is possible to arrange to work on projects. Students must ensure that they are complying with the attendance requirements of their base schools at all times. Students must also sign in and out using the "CVGS Extended Study Time" clipboard.

14. What about taking the SAT?

Information is available at the College Board Site: <http://www.collegeboard.com> and the **CEEB Code number for CVGS is 471289.**



CVGS Class of 2026

Alber	Regan	Jefferson Forest High School
Apkarian	Anna	EC Glass High School
Barron	Bryce	EC Glass High School
Bauer	Elizabeth	EC Glass High School
Bierlein	Lyndon	Heritage High School
Black	Evan	EC Glass High School
Blankenship	Marshall	Jefferson Forest High School
Blendowski	Sophia	Jefferson Forest High School
Bright	Shane	Jefferson Forest High School
Butt	Kelly	Rustburg High School
Callahan	Elijah	Heritage High School
Camarda	Andrew	Jefferson Forest High School
Camp	Phoebe	Amherst High School
Chang	Leo	Jefferson Forest High School
Chaudhry	Sarah	Heritage High School
Chen	Veness	Rustburg High School
Coles	Victoria	Liberty High School
Coughlan	Billy	Liberty High School
Dop	Juliette	EC Glass High School
Duncan	McKenzie	Jefferson Forest High School
Eagle	Kailey	Heritage High School
Ferguson	Iyla	Brookville High School
Flint	Jake	EC Glass High School
Frias	Gabriel	Appomattox High School
Fryer	Hannah	Rustburg High School
Gibbs	Justus	EC Glass High School
Guanzon	Apollo	EC Glass High School
Guo	Serena	Heritage High School
Hall	Braeden	Rustburg High School
Hanks	Amelia	Heritage High School
Harvey	Casey	Amherst High School
Houlihan	Logan	Jefferson Forest High School
Hubbard	Clint	Rustburg High School
Jurkow	Jillian	Rustburg High School
Kennedy	Cooper	EC Glass High School
Kim	Hannah	Heritage High School
Maas	Lorelei	Jefferson Forest High School
Mancier	JP	EC Glass High School
Marcais	Margot	Amherst High School
Martin	Joey	Heritage High School
Martinez-Goggins	Persia	Altavista Combined School



CVGS Class of 2026

May	Landon	Appomattox High School
McCloskey	Anna Grace	EC Glass High School
Miller	Lucas	EC Glass High School
Minkler	Mason	EC Glass High School
Morford	Caden	EC Glass High School
Noh	Andy	Jefferson Forest High School
Ordower	Elana	EC Glass High School
Parsons	Stryder	Rustburg High School
Patel	Aarish	Jefferson Forest High School
Penrod	Robert	Jefferson Forest High School
Pollard	Landon	Liberty High School
Pratt	Henry	EC Glass High School
Ramsey	Claire	EC Glass High School
Sackett	Helen Grace	EC Glass High School
Sales	Lamarra	Amherst High School
Sexton	Aiden	Rustburg High School
Shelton	Noelle	Jefferson Forest High School
Sloan	Lucy	Brookville High School
Sloan	Spencer	Jefferson Forest High School
Smith	Brodey	EC Glass High School
Smith	Gavin	Heritage High School
Stanbery	Parker	Brookville High School
Stanley	Nalayna	Amherst High School
Stevens	Grace	Liberty High School
Templeton	Rebecca	Appomattox High School
Tibbs	Ellie	Jefferson Forest High School
Wall	Tristan	Appomattox High School
Wells	Noah	Rustburg High School
Whorley	Carolanne	Brookville High School
Williams	Parker	Amherst High School
Williams	Sam	Amherst High School
Winn	Ella	Jefferson Forest High School
Xie	Daniel	Jefferson Forest High School
Young	Ruger	Amherst High School
Ziegler	Benjamin	Jefferson Forest High School



CVGS Class of 2025

Adamczyk	Katie	Brookville High School
Ashman	Chris	Liberty High School
Barron	Asher	Jefferson Forest High School
Bell	Megan	Jefferson Forest High School
Blair	Aliyah	Amherst County High School
Bradshaw	Ava	Jefferson Forest High School
Branch	Lily	Jefferson Forest High School
Burgess	Lizzy	Heritage High School
Burks	Jenna	Amherst County High School
Canada	Tripp	Appomattox County High School
Cantrell	Josiah	Brookville High School
Carter	Anna	Liberty High School
Chang	Taylor	Jefferson Forest High School
Collins	Audrey	Amherst County High School
Crosby	Lindley	E. C. Glass High School
Dalton	Laura	Rustburg High School
DeWitt	Nick	Liberty High School
Dop	Amorie	E. C. Glass High School
Douglass	Taylor	Jefferson Forest High School
Emanuel	Emily	Brookville High School
Fitzgerald	Joe	Liberty High School
Fontana	Ava Gray	E. C. Glass High School
Fulcher	Riley	Appomattox County High School
Garrison	Mary	Amherst County High School
Glover	Sydney	Appomattox County High School
Goodwin	Savannah	Liberty High School
Grohs	Zach	Liberty High School
Guo	Angelina	Jefferson Forest High School
Guo	Calvin	Heritage High School
Hardin	Isaac	E. C. Glass High School
Heideman	Anna	Brookville High School
Herrick	Jonny	E. C. Glass High School
Hewitt	Ashley	Jefferson Forest High School
Hiner	Reilly	Liberty High School
Hines	Emily	Rustburg High School
Hughes	Holden	Brookville High School
Hunter	Kaitlyn	Rustburg High School
Jones	Taylor	E. C. Glass High School
Judy	Emily	Heritage High School
Khan	Amina	Jefferson Forest High School
Laneve	Jake	Jefferson Forest High School



CVGS Class of 2025

Laub	Ally	Amherst County High School
Layman	Carson	E. C. Glass High School
Lloyd	Evangeline	Liberty High School
Long	Isabella	Jefferson Forest High School
Mattox	Conner	Altavista Combined School
May	Charles	Heritage High School
Milam	Berkley	E. C. Glass High School
Narron	Blaze	Brookville High School
Nelson	Leighton	E. C. Glass High School
Oluwaji	Olawande	E. C. Glass High School
Pabis	Scott	E. C. Glass High School
Phillips	Margaret	E. C. Glass High School
Ploch	Sebastian	E. C. Glass High School
Putnam	Linus	E. C. Glass High School
Quinones-Partain	Griffin	Heritage High School
Roark	Carsyn	Appomattox County High School
Saidou	Sakeena	Brookville High School
Schmutz	Ella	Appomattox County High School
Schrader	Jack	E. C. Glass High School
Shah	Sanay	Jefferson Forest High School
Smith	Scarlett	Jefferson Forest High School
Stickle	Alec	Heritage High School
Stone	Emma	Altavista Combined School
Thomas	Ben	Rustburg High School
Thornton	Catherine	Jefferson Forest High School
Warner	Riley	Jefferson Forest High School
Waterworth	Anna	E. C. Glass High School
Whitmore	Cullen	William Campbell Combined School
Woody	Lainey	Appomattox County High School
Yi	Anna	E. C. Glass High School
Zahra	Meraal	Heritage High School



Division Advocates

Amherst County Public Schools

Mrs. Tracey Miller-Goode

Supervisor of Counseling & Assessment
PO Box 1257
Amherst, VA 24521
Email: tmillergoode@amherst.k12.va.us
Tele: 946-9386 X9554

Appomattox County Public Schools

Dr. Cheryl Servis

Director of Curriculum & Instruction
PO Box 548
Appomattox, VA 24522
Email: cjservis@acpsweb.com
Tele: 352-8251

Bedford County Public Schools

Mrs. Allison Kappler

Supervisor of Science/Computer Science
PO Box 748
Bedford, VA 24523
Email: allison.kappler@bedford.k12.va.us
Tele: 540-586-1045

Campbell County Public Schools

Dr. Magie Wilkerson

Director of Secondary Education
PO Box 99
Rustburg, VA 24588
Email: magie.wilkerson@campbell.k12.va.us
Tele: 332-8240

Lynchburg City Schools

Mrs. Maria Jaeger

Instructional Supervisor for Secondary
Math & Science
PO Box 2497
Lynchburg, VA 24505
Email: jaegermt@lcsedu.net
Tele: 515-5040



School Advocates

Altavista Combined School

Lindsey Milam

Counseling Director

Tele: 369-4768, ext 105

lindsey.milam@campbell.k12.va.us

Jefferson Forest High School

Dr. Justin Silvey

Counseling Director

Tele: 525-2674, ext 21116

justin.silvey@bedford.k12.va.us

Amherst County High School

Lesley Clark

Head of Counseling

Tele: 528-6499 X 30248

Lclark@amherst.k12.va.us

Liberty High School

Holly Shumate

Director of School Counseling

Tele: 586-2541

holly.shumate@bedford.k12.va.us

Appomattox County High School

Dena Olsen

Guidance Counselor

Tele: 352-7146, ext 4110

ddolsen@acpsweb.com

Rustburg High School

Regina Harris

School Counseling Director

Tele: 332-5171, ext 2

rharris@campbell.k12.va.us

Brookville High School

Traci Daniels

Director of School Counseling

Tele: 239-2636, ext 2

tdaniels@campbell.k12.va.us

Staunton River High School

Kari Ellingsen

School Counselor

Tele: 540-297-7151

kari.ellingsen@bedford.k12.va.us

E. C. Glass High School

Lazarus Hamlett

Director of School Counseling

Tele: 515-5370

hamlett@lcsedu.net

William Campbell Combined School

Susan Dalton

Counseling Director

Tele: 376-2015, ext 4

sdalton@campbell.k12.va.us

Heritage High School

Sarada Hester

Guidance Director

Tele: 515-5400

hestercs@lcsedu.net



The Central Virginia Governor's School for Science and Technology

3151 Wards Ferry Rd.
Lynchburg, VA 24502
434-515-5480

**Builder of Excellence
in Science Education**

REV SCS (07 12 24)

The Central Virginia Governor's School for Science and Technology 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.