

2017 West Virginia Governor's School for the Arts



A Handbook for Students and Families
June 25 - July 15, 2017

WELCOME

Governor Jim Justice and the Office of Secretary of Education and the Arts are proud to present the West Virginia Governor's School for the Arts (GSA) at Marshall University. This unique program celebrates the achievement and potential of 120 of the state's most promising performing and creating artists.

Governor's Schools are truly a community effort. Funded by the legislature and requested in the governor's budget, all Governor's Schools of West Virginia are administered by the Office of Secretary of Education and the Arts. The host institution, Marshall University, will assure that GSA is like no other experience in the arts.

The information provided in this booklet should answer many of the questions that parents/guardians have about the GSA. Participation in this heralded program provides an opportunity for young artists to meet and interact with other students and adults in an arts environment that facilitates and encourages creativity, exploration, and collaboration.

We are happy to congratulate you not only for exploring the world of the arts but for having the wisdom to know that GSA is where you should spend three exhilarating weeks this summer. The Governor's Schools have long been shining stars in our state's education opportunities. You are now part of that magnificent brilliance.



Gayle C. Manchin
Cabinet Secretary of Education and the Arts



Sherry Keffer
Director of Governor's Schools

Introduction

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 to your concerns, please contact Dr. Maribea Barnes-Marsano, dean of GSA at Marshall University, or Sherry Keffer, director of the Governor's Schools of West Virginia.

"Communities Collaborating Through the Arts" is our theme for GSA 2017. Artists and their work are shaped by their lived experiences, and working and living in a community of artists provides unique opportunities for personal and artistic growth along with diverse opportunities for collaboration.

Our curriculum activities will be designed for and focused on building community and fostering collaboration. Collaboration within the arts may take on different and diverse forms. It may be learning from other artists within our own discipline or the exploration of art forms outside of our area. Each experience enhances our own artistic production. Materials, tools, and simple space in an aesthetic environment can nurture artistic production and lead to collaboration. Ultimately, it is that spirit of collaboration that leads to engagement with the broader community.

The 2017 GSA mission is to enable students to explore creativity, learn from one another, and experience first-hand the power of the arts to positively impact communities. Our goals are to develop stronger artists, empower students with collaborative skills, and introduce students to strategies that employ the arts to positively influence communities.

Read this book carefully to familiarize yourself with the information you will need for a successful, enjoyable, and unforgettable three-week experience.

If you decide not to attend GSA, contact Director Sherry Keffer immediately:
sherry.l.keffer@wv.gov.

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.

Visitors

- Students are not to entertain visitors who are not part of the Governor's School for the Arts.
- Students are not permitted to visit other groups or dormitories while on campus.
- Students may visit with members of the opposite gender in the dorm lounge or common areas only. Visitation with the opposite sex in individual rooms is not permitted and will result in dismissal from GSA.
- Non-participants (legislators, the media, etc.) who wish to observe the instructional programs or special events must register in advance with the Dean.
- 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 GSA office at the end of all scheduled visits.

Motor Vehicles

Students are not permitted to ride in any motor vehicle except those provided by the GSA 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 are posted on the website following this handbook. Information will be stored in the GSA office.

Participation and Attendance

- 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 GSA.
- Students will receive a copy of the daily schedule upon arrival at the GSA. The location and time of special events will be announced.
- If it is necessary to miss a class or event due to an emergency, the student must report in advance to the teacher or RA in charge of the event, the anticipated absence, and its reason. Students are required to follow established travel schedules and dormitory curfews.
- Class time and evening/weekend activity times are for learning and focus. Personal electronic devices, computers or cell phones may not be used in the classroom or at activities without the permission of the faculty member and/or Dean.

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.

- There are three levels of discipline, the use of which is determined by the nature, frequency, or severity of the infraction:
 - **Verbal reprimand** by staff with written notice to the dean of the GSA;
 - **Written warning** by the dean (Notice of Disciplinary Probation), copies of which will be sent to the parent or guardian; parents will also be notified by telephone;
 - **Dismissal** by the dean
- Final decisions regarding dismissal from the governor's school will be made by the Dean in consultation with the appropriate faculty, resident director, assistant dean, and the Director of Governor's Schools.
- 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

Disciplinary Action, continued

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.

- Destroying or damaging property, which could result in a written warning of probation or dismissal, is a serious matter that requires full compensation.
- Other reasons for dismissal include, but are not limited to, the following violations:
 - absence from campus without permission;
 - any unexcused absence;
 - disobeying visitation policies;
 - use or possession of alcoholic beverages or controlled substances *at any time*;
 - unauthorized use of a vehicle;
 - riding in an unauthorized vehicle with another person;
 - tampering with fire alarms or security systems;
 - harassment or bullying;
 - failure to follow the resident life staff, faculty, or campus security's directions;
 - behavior unbecoming of a member of GSA

Causes for Immediate Dismissal

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 Device Use

Electronic devices, including but not limited to cell phones, tablets, iPods, mp3 players, etc., will not be permitted for use or to be visible during morning meetings or performances on or off-campus or during times as identified. During instructional time, it will be the right of the faculty member to determine their electronic device policy. Limited ability to use devices during free time, lunch, and other approved times will be treated as a privilege which may be revoked for individuals or the group at any time. Abuse of the policy could ultimately result in confiscation of the device(s) in question.

Illegal Activities

Be advised that Marshall University and the West Virginia Governor's School for the Arts will cooperate with all local and legal authorities regarding investigations of illegal activities.

Marshall University

Our Campus

Marshall University is a well-organized, compact campus within the city of Huntington, West Virginia. The campus is bordered on the north and south by Third and Sixth Avenues, and on the east and west by 20th Street and Hal Greer Boulevard (16th Street). In addition, the Marshall University Visual Arts Center (VAC), a world-class facility which opened fall 2014, is only six blocks from campus in the heart of downtown Huntington.

Two academic facilities will serve as centerpieces for GSA. First is the Joan C. Edwards Performing Arts Center, which opened in August of 1992, including the Jomie Jazz Center, which opened in the spring of 2000. The Edwards Performing Arts Center includes a state-of-the-art theatre with seating for 543 people. It is supported by efficient, up-to-date technical equipment, and amenities for performers. Also included in this building are the Francis-Booth Experimental Theatre, the theatre/dance rehearsal studio, shops and storage space, dressing rooms, and ancillary spaces.

The Jomie Jazz Center offers approximately 12,000 square feet of air conditioned instructional space where we have recording facilities, a large ensemble rehearsal hall, individual practice studios, a large classroom, an informal performance venue, and a state-of-the-art music composition laboratory.

The Visual Arts Center is the second academic facility that will be utilized during GSA. Opened fall semester 2014, the VAC has five floors of large studios and classrooms filled with state-of-the-art technology and equipment. Each floor features spaces designed for collaboration outside the instructional venues where students can come together for problem solving sparked by creative thinking, collaboration, and innovative processes. The VAC also houses the Charles and Norma Carroll Gallery which is located on the first floor.

Recreation

The Residence Life staff plans several activities during GSA. Each student will have access to the 123,000-square-foot Marshall Recreation Center, located at the corner of Fifth Avenue and 20th Street. The center houses a swimming pool, a 1/7-mile running track, basketball, volleyball, racquetball, badminton, and pickle ball courts. The facility also is equipped with a wide range of exercise equipment including treadmills, step machines and weight machines.

Medical Services

GSA at Marshall University is just five minutes away from Cabell Huntington Hospital in Huntington. 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 GSA staff of any medical or food allergies or special medical problems so we may make proper arrangements.

Living Accommodations

Your Room

During GSA you will be staying in Buskirk Hall. All residence halls, including Buskirk, are equipped with cameras in various areas to ensure the safety of all residents and guests. Buskirk has a camera in the lobby, elevator, and basement. Each residence hall has a desk that is staffed 24 hours a day/7 days a week. Residents may contact their hall's desk at any time if they need assistance. Desk staff responsibilities include providing information and customer service, checking out equipment, looking after the safety and welfare of the residents of the building, checking keys, etc. Items checked out from the front desk should be returned promptly after use.

Standard room furnishings include a twin extra-long size bed, desk, desk chair, dresser, and closet space for each occupant. Window shades are included. Some rooms may feature additional furnishings such as carpet, shelves, or bulletin boards.

No telephones are provided in dorm rooms. Students may bring cell phones, but cell phones should not be in use during class time or evening programs.

Trash rooms are located on each residence hall floor. Trash should be bagged before it is placed in the trash room. Please do not leave trash in hallways, lounges, study areas or lobbies.

Washers and dryers are also conveniently located on each floor and are coin or ID card operated. Ironing boards are available on some floors. Any problems with washers or dryers should be reported to the staff desk in Buskirk.

A computer lab is also located in Buskirk. Marshall University, faculty, students and staff are required to follow Copyright and Intellectual Property policies and adhere to the guidelines for producing, using and sharing creative or educational works. Downloading of illegal music or other files is a violation of this policy. If found in violation, faculty, students, and staff could be fined \$750.00.

Residential Responsibilities

Check-In Procedures

Upon arriving to campus, you will check in at the front desk of Buskirk where both Marshall University staff and GSA Resident Assistants will assist you. You will receive your room information and GSA schedule. Your parent or designee is to be present at both check-in and check-out.

- 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.
- You and your roommate will be responsible for the maintenance of your assigned room. You and your parents will be financially responsible for any damages.
- Sheets (twin-sized extra-long), pillows, pillowcases, blankets and towels will not be provided. Bring your own.
- You will be issued a key to your room.
- Do not hang items out of or on the windows or on sprinklers or fire alarms. This is a fire safety regulation.
- If you bring snacks for your room, keep them in airtight containers.
- Possession or use of tobacco products is forbidden.
- Alcoholic beverages, chemical substances or drugs of any kind, excluding prescription or approved over-the-counter drugs, are strictly prohibited while attending GSA.
- 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.
- Don't play your radio or other music devices so that music can be heard outside your room.
- Keep your room locked always 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.
- You must wear your GSA name tag at all times you are out of your dorm room.

Check-Out Procedure

You will need to Check Out with the GSA staff prior to your departure. You will need to turn in your room key. Do not leave your key in your room and leave. Persons not turning in their room keys to the GSA staff at the front desk will be billed with a \$50.00 "Improper Checkout" charge.

Fees and Fine

- Smoking in a residence hall room: \$25 + immediate dismissal
- Tampering with safety and security equipment in the residence halls (cameras, smoke detectors, fire extinguishers, improper use of fire doors, etc.): \$25 each occurrence
- Breaking a seal on a closed window: \$25.00 per occupant, per occurrence
- Room Rekeys: \$40.00
- Improper check-out: \$50.00

DINING SERVICES

Most meals will be served in nearby Harless Dining Hall; hours will be announced when you arrive. If you have special dietary requirements, please provide such information to Dr. Maribea Barnes-Marsano (barnesm@marshall.edu or 304-696-2895) as soon as possible.

To ensure that everyone has an enjoyable experience while dining in Marshall's dining halls, please remember:

1. No running, wrestling, or throwing of food, ice, liquid or any other objects.
2. No profanity or shouting is permitted.
3. Students shall refrain from using skateboards, balls, or remote control toys.

Pertinent Safety Procedures

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.

- Note: Because the GSA participants are minors, their medications must be kept by their RA or the RD. They will go to the RA/RD's room to get the medication at the appointed time(s).

Be Safe

- Always let your roommate know where you are going.
- Never loan your room key.
- Lock room doors.
- 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 in chaperoned groups in all off-campus field trips.

Security Services

To protect the safety and privacy of residents, Marshall University offers the following services:

- Door alarms
- Marshall University Police Department (MUPD) Campus Patrols
- Campus ID cards
- ID card access to enter residence halls
- 24 hour staffed front desks

Security Services, continued

The Office of Public Safety/Marshall University Police Department (MUPD) is the law enforcement agency of the University community. University police officers have full law enforcement authority under state law and routinely patrol the campus. The Office of Public Safety is located on Fifth Avenue and 18th Street across from Twin Towers West. The entrance is located on the back of the building. MUPD is available 24 hours a day, 365 days per year and can be reached at (304) 696-4357.

Dress and Grooming

Dress should be casual but tasteful. You will need dress clothes for two activities suitable for attendance at banquets or dressy church occasions—not those for a formal dance. For your own safety, it is required that you wear shoes at all times when you are outside the residence hall. Shoes and shirts are required in classrooms, activity locations and the dining hall. Offensive writing or images on clothing is strictly prohibited.

Specific Clothing You Will Need

- A variety of shirts
- Tops of different weights (for rooms that are too cool)
- Shorts
- Jeans/slacks
- One or two dressy outfits
- Tennis shoes
- Shoes (dress, casual, athletic)
- Swimsuit
- Beach towel
- Sleepwear
- Bathrobe and bedroom slippers
- Sweater (for cool evenings)
- Rain gear
- Lightweight jacket
- Umbrella
- Small backpack or small bag for three-day Chicago trip

Articles You'll Need for Your Room

- Sheets (twin extra-long)
- Pillowcases
- Pillow
- Blankets
- Towel/washcloth
- Shower shoes
- Toiletries
- Clothes hangers

Articles You May Like Having for Your Room

- Radio/iPod
- Basket for toiletries
- Small trash receptacle
- Games
- Alarm clock
- Musical instruments
- Hair dryer
- Cosmetics/toiletries
- Cell Phone

Items You May Not Bring

- Television
- Toaster, toaster oven
- Hot plate/pot/grills of any kind
- Popcorn popper
- Air conditioner
- Coffee pot
- Refrigerator
- Fan
- Fry Daddy
- Microwave
- Exercise equipment
- Desktop Computer
- Skateboard/bike
- Candles/Incense
- Two-pronged extension cords and plug adapt

Frequently Asked Questions

Q. 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.

Q. Will there be time to check email?

A. There are times during the day when students may use the college computers to check email or to do computer research. Of course, you may also use your cell phones to do so.

Q. 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 Huntington 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 the final Sharing of the Arts.

Q. Will attending GSA enhance my scholarship opportunities?

A. Some colleges and universities within the state as well as 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. There is not a GSA Scholarship connected with the Governor's Schools program itself.

Q. Will I have to stay in chaperoned groups when we leave campus for field trips?

A. Yes. When you are off campus, the rules are tighter, simply because outside environment is no longer simple.

Q. 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 growing in your craft, becoming a part of a larger community artists, and making memories for a lifetime.

Questions I Still Have

Please contact us with any questions you may have regarding the program. Make a list of your questions before calling or emailing for assistance. You can record your answers on the back of this page for future reference.

June 25 Notes

Students can check in with Marshall University staff and GSA Resident Assistants beginning at 12:30 pm on Sunday. Check-in and moving in to the dorm will take place in Buskirk Residence Hall between **12:30 p.m.-2:30 p.m.** During the move-in process, parents and guardians may park temporarily in front of Jenkins Hall which is located beside Buskirk. The opening ceremony for GSA begins at **3 p.m.** in Joan C. Edwards Performing Arts Center which is located on 5th avenue.

Please review the campus map at: <https://www.marshall.edu/campus/campusmap.pdf>

July 15 Notes

The "Sharing of the Arts" performance is scheduled for our last day in the Joan C. Edwards Performing Arts Center. Additional details will be shared with you as this date approaches and students begin to create. It is expected that parents or guardians assist with the process of moving their son or daughter out of their dorm.