

Policy ACIG-001: Organization and Administrative Structure of Governor’s School **Status: ADOPTED**

Original Adopted Date: 05/13/2021 | Last Reviewed Date: 05/13/2021

**NORTH CAROLINA STATE BOARD OF EDUCATION
Policy Manual**

Item	Description
Policy Title	Organization and Administrative Structure of Governor's School NC Governor’s School: Organization and Administration
Policy Category	Academically or Intellectually Gifted
Policy ID	ACIG-001
Policy Date	05/13/2021
Previous Policy Dates	
Statutory Reference	
NC Administrative Code	

Formerly EXCP-009

The policies adopted by the State Board of Education for the Governor's School of North Carolina are as follows:

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- ~~1. That the School be administered and financed by the State Board of Education as a part of and in connection with the Division of Advanced Learning and Gifted Education;~~
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- ~~2. That it will be the responsibility of the Director, Division of Advanced Learning and Gifted Education, to coordinate the efforts of the Governor's School site directors with the Division and State Agency and to coordinate the outreach activities of the Governor's School;~~
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- ~~3. That the State Board of Education appoint and maintain for the School an advisory board to be known as "the Board of Governors," said Board to be composed of eleven citizens of the state, one of whom shall always be a state deputy superintendent; that the other ten members shall include a local superintendent, a teacher, a local director of gifted programs, the president or president's designee of the North Carolina Governor's School Foundation, an alumnus of Governors School as recommended by the North Carolina Governor’s School Foundation (and approved by the State Board of Education) and lay persons and shall be selected so as to represent the eight educational districts of the State; that the State Superintendent recommend to the State Board of Education for its approval the members of the Board of Governors for not more than two consecutive three-year~~

terms; that the Board of Governors so constituted select from its membership annually a chairperson and vice chairperson; that the presidents of the facilities housing the School serve as ex-officio members of the Board of Governors; that the Board meet at least three times each year upon call of its chairperson;

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- 4. That the Director, Division of Advanced Learning and Gifted Education or their designee, serve as secretary to the Board and that the Board be given responsibility recommending the policies which shall govern the administration and supervision of the School and for observing and reviewing all phases of the School's operation;
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- 5. That the site directors of the Governor's School are employees of the State Agency; and that in accordance with the recommendations of the Board of Governors and with the approval of the Director, Division of Advanced Learning and Gifted Education, the Governor's School site directors will be given the responsibility for administering the affairs of the School under the direction of the Director, Division of Advanced Learning and Gifted Education;
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- 6. That the site directors of the Governor's School will recommend to the Director, Division of Advanced Learning and Gifted Education, the number and types of positions required to staff the School;
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- 7. That the Director, Division of Advanced Learning and Gifted Education will notify the Board of Governors of the number and types of positions required;
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- 8. That the site directors of the Governor's School, under the direction of the Director, Division of Advanced Learning and Gifted Education be responsible for the development and implementation of the curriculum of the School and also for recommending procedures which will ensure the continuous evaluation of all aspects of the School and its programs. The Director, Division of Advanced Learning and Gifted Education, with the approval of the Board of Governors, will prepare and submit to the State Superintendent and the State Board of Education the recommended budget for the operation of the School;
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- 9. That the site directors of the Governor's School periodically submit reports to the Director, Division of Advanced Learning and Gifted Education on the status of the School.

The NC Governor's School (NCGS) is a summer residential program for gifted and talented high school students, integrating academic disciplines, the arts, and unique courses on two college campuses. North Carolina's Governor's School is the first in the nation and began in 1963. NCGS is administered and financed by the State Board of Education and the NC Department of Public Instruction through the Office of Advanced Learning and Gifted Education (OALGE). There are two campuses designated as Governor's School East and Governor's School West.

Learning and content focuses on the exploration of the most recent ideas and concepts in each of the offered courses. The program does not involve credit, tests, or grades, but rather focuses on productive discussion, critical thinking, depth and complexity. Students are selected to attend through a competitive process after being nominated by their public school unit or non-public school.

1. **Board of Governors:**
 - a. The State Board of Education appoints an advisory board known as the Board of Governors (BOG) to govern the administration and oversight of the program.

- b. NCDPI staff shall work in conjunction with the BOG to determine the policies and procedures needed for operations, including approval of annual budget and regular updates.
- c. NCDPI shall serve as the Secretary of the BOG and maintain agenda, minutes, and actions taken by the BOG.
- d. The BOG shall meet a minimum of three times annually.
- e. The BOG is to be composed of eleven citizens of the state who represent the following roles:
 - i. A local superintendent.
 - ii. A local coordinator of Academically or Intellectually Gifted (AIG) programs.
 - iii. A local coordinator of high school arts programs.
 - iv. A secondary educator from a PSU with related experience.
 - v. The President or President's designee of the NC Governor's School Foundation.
 - vi. An alumnus of Governor's School as recommended by the NC Governor's School Foundation.
 - vii. An NCDPI Deputy Superintendent, and
 - viii. Four general members of the public.
- f. These members shall represent the eight SBE regions.
- g. BOG Members will be appointed for a three-year term. They can serve for no more than two consecutive three-year terms. A member who is unable to attend more than two consecutive meetings may be removed from the BOG.
- h. NCDPI will recommend a chairperson and vice-chairperson to the BOG for approval.
- i. The host institutions' Presidents, or their designees, serve as ex-officio and non-voting members of the BOG.

2. Nomination and Selection Process:

NCDPI staff will:

- a. Manage all aspects of the student nomination and selection process in order to create a vibrant learning community.
- b. Invite all Local Education Agencies, Charter Schools, UNC system schools, federal schools, private schools, and homeschools to nominate eligible students.
- c. Develop an Application Review Guide to provide reviewers guidance and support effective selection. This guide will be shared with local coordinators to assist with local selection procedures.
- d. Select students based on reviews by at least two state-level readers, aspiring for proportional representation across the State Board of Education regions.
- e. Allow a Superintendent's Choice from each Local Education Agency and an additional Superintendent's Choice from each Tier 1 district, as determined by the Department of Commerce, if the program is able to invite a minimum of 800 students.

3. Summer Faculty and Staff:

- a. NCDPI will oversee the hiring process for all of the positions on the two campuses, including detailed job descriptions. All positions are temporary and at-will.
- b. Two On-Site Directors will serve as the campus supervisors during the session.
 - i. The On-Site Directors will follow NCGS Site Operations Guide.
 - ii. The On-Site Directors will provide evaluations of each employee following the completion of the session.

4. Resources and Guidebooks:

- a. NCDPI staff will oversee the development, maintenance, and updating of resources and guidebooks for leadership, faculty, staff, and students, which will provide guidance on critical aspects of the program.

5. Preparation and Operations:

- a. NCDPI will oversee all preparation for the program including, but not limited to budget management, contracts, scheduling.
- b. NCDPI staff will maintain an Operations Handbook including recommended monthly tasks.
- c. NCDPI will maintain archives for each year, including lists of student participants and staff, overviews of programming from each campus, and related schedules.