

## ALLOCATION AND COMMITMENT OF SLOTS

**Purpose:** This policy outlines the allocation of student slots to the Maggie L. Walker Governor's School for Government and International Studies by participating school divisions.

**Policy:** The number of student slots allocated to a participating locality of the Maggie L. Walker Governor's School program will be determined by the Director and the Superintendent's Steering Committee in October during budget preparations for the following fiscal year.

**Procedure:**

- a. Each participating locality will be required to commit to a minimum number of allocated student slots by December 1<sup>st</sup> for the following fiscal year.
- b. During April immediately preceding the new fiscal year, adjustments to increase minimum number of allocated slots to a locality may be made in coordination with the Director of the Maggie L. Walker Governor's School.
- c. For budgeting, staffing and scheduling purposes, on the first school day in May, immediately preceding a new fiscal year, the number of allocated student slots assigned to a locality will be locked. This number will be no less than the minimum number agreed to previously. Localities will be required to pay the tuition of the minimum number of student slots not filled.
- d. Pending budget approval, tuition invoices for the new fiscal year will be mailed to localities no later than May 15<sup>th</sup>.
- e. Tuition payment for the allocated student slots are payable by July 15<sup>th</sup> of the new fiscal year.

Adopted: May 18, 2000

Amended: December 18, 2014

Amended: December 17, 2015

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