

NC WEEK 1B (Boone Week) – Alexander, Alleghany, Ashe, Avery, Burke, Caldwell, Catawba, Surry, Watauga, & Wilkes Counties – September 9 – 13, 2019

**CACRAO CODE OF ETHICS**

*The purpose of an Educational Opportunity Program is to provide a chance for high school students, particularly juniors and seniors, to be exposed to many different educational opportunities and to explore specific interests. The following Code of Ethics is designed to allow for equal opportunity for students to access information and for institutions to present it.*

1. It is the responsibility of each college or university to inform any person who represents that institution of the CACRAO Code of Ethics which will be in effect at all CACRAO-sponsored Programs. Each institutional representative must respect the rights of other institutions.
  - One official representative is considered adequate at most Educational Opportunity Programs. If more than one representative is needed, those present must confine all activities to the assigned space.
  - Representatives should arrive in enough time to the fair in order to staff their booth during advertised fair hours and remain for the entire program. A program concludes when the posted end time occurs or if the fair coordinator calls the end to a fair early. CACRAO and/or the college fair host may follow up with the leadership of an institution should a representative be absent without notification. Representatives must notify the host contact or Scheduling Committee member who organized the week should they be unable to attend.
  - Dress to best represent your institution.
  - Representatives should limit use of mobile devices to fair-related purposes. Earbuds should be stored for the duration of the Ed-Op Program.
  - Representatives must check in with the coordinator of the fair in order to locate the table, space, or booth their institution has been assigned.
  - Group presentations are not condoned in arena settings where institutions share common quarters. Such presentations discourage students from exploring all of their options.
  - The use of overly conspicuous exhibits as promotional devices are prohibited, i.e. (videos, large pictorial displays, balloons...) Displays cannot exceed or obstruct the view of adjacent booths and/or prevent the representative from standing behind their table. Floor displays are not permitted. Laptops and iPads are permitted for visual use only; audio is not permitted. Technology such as this must not interfere with other exhibitors.
  - Recruitment is restricted to the parameters of the booth. Standing in front of your table is not permitted; representatives are to remain behind their assigned table during fair hours. Students must approach tables/booths of their own accord. Calling to or directing students to a table is not permitted.
  - Distributed educational information must be limited to printed materials which are accurate and tasteful. Handouts like key chains, balloons, pens, pennants, and food/candy are not acceptable. Promotional giveaways (including raffles and drawings) are strictly prohibited.
  - Applications for admission may be distributed, but are not to be completed at an Educational Opportunity Program. Offering on-site admission is also not permitted.

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- Host sites are not obligated to accommodate representatives who did not receive a specific invitation, did not respond to an invitation, or did not submit a required registration or participation fee by the stated deadlines.
- CACRAO members should display the highest levels of decorum and avoid any unprofessional behavior that would disgrace the CACRAO organization or that would infringe upon the rights of their fellow members. A professional demeanor should always be maintained with both students and colleagues.

**2.** All program participants must adhere to the Code of Ethics. School counselors are encouraged to limit program invitations to CACRAO members and other accredited degree-granting institutions. In the event that counselors choose to invite other organizations, those participants agree to follow the Code of Ethics.

**3.** CACRAO member institutions may host Educational Opportunity Programs only with prior approval from either the NC or SC Scheduling Committees. If a program will be held at a member institution's location, the following policies will apply:

- The Host Institution will participate on an equal standing with all other institutions, to include alphabetical order and no special incentives for students.
- Refreshments (if provided) should be for college representatives only.

**4.** Institutions consistently out of compliance with the attendance policies as outlined in the Ed-Op schedule will be reported to the Chairman of the Ethics Committee of CACRAO by using the complaint form. This includes unprofessional behavior outlined (i.e. not showing up, arriving late and/or not remaining for the entire program).

**5.** If a fair coordinator or another institution finds a representative not in compliance with the stated ethics, the coordinator has the right to remove the institution from their assigned space and the event altogether; no refund will be given.

**6.** This code follows the overarching ethics outlines of both AACRAO and NACAC; regardless if an institution is a member of these organizations, representatives are expected to adhere to the expectations of the profession. Additional details can be found below:

<https://www.aacrao.org/who-we-are/mission-vision-values/ethics-practice>

<https://www.nacacnet.org/advocacy--ethics/NACAC-Code-of-Ethics/>

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**Week Coordinator**

**Frank O'Hagan** – Mayland Community College

[fohagan@mayland.edu](mailto:fohagan@mayland.edu)

(828) 776 – 1215

**Suggested Hotel(s)**

**Days:** Sunday, September 8<sup>th</sup> (One night)

**Location:** Fairfield Inn & Suites

**Address:** 2060 Blowing Rock Rd, Boone, NC 28607

**Contact:** (828) 268 – 0677

**CACRAO Rate:** \$89.00 plus tax – Code: CACO – Cutoff Date: August 16<sup>th</sup>

**Location:** Hampton Inn & Suites Boone

**Address:** 1252 US Highway 421 South, Boone, NC 28607

**Contact:** (828) 386 – 6464

**CACRAO Rate:** \$119.00 plus tax – Code: CAC – Cutoff Date: August 8<sup>th</sup>

**Days:** Monday, September 9<sup>th</sup> (One night)

**Location:** Hampton Inn, Jonesville/Elkin

**Address:** 1632 NC Hwy 67, Jonesville, NC 28642

**Contact:** (828) 835 – 1994

**CACRAO Rate:** \$95.00 plus tax – Code: CACRAO – Cutoff Date: August 19<sup>th</sup>

**Location:** Fairfield Inn and Suites

**Address:** 628 CC Camp Rd/268 Bypass, Elkin, NC 28621

**Contact:** (336) 353 – 2008

**CACRAO Rate:** \$89.00 plus tax – Code: CACRAO – Cutoff Date: August 31<sup>st</sup>

**Days:** Tuesday, September 10<sup>th</sup> – Friday, September 13<sup>th</sup> (Three nights)

**Location:** Hilton Garden Inn

**Address:** 1320 17th St Dr SE, Hickory, NC 28602

**Contact:** (828) 327 – 1000

**CACRAO Rate:** \$149.00 plus tax – Code: CACRAO – Cutoff Date: September 10<sup>th</sup>

**Location:** Fairfield Inn and Suites

**Address:** 1950 13<sup>th</sup> Ave Dr SE, Hickory, NC 28602

**Contact:** (828) 431 – 3000

**CACRAO Rate:** \$114.00 plus tax – Code: CACRAO – Cutoff Date: August 20<sup>th</sup>

**Location:** Hampton Inn Hickory

**Address:** 1956 13<sup>th</sup> Ave. Dr. SE, Hickory, NC 28602

**Contact:** (828) 624 – 2000

**CACRAO Rate:** \$144.00 plus tax – Code: CAC – Cutoff Date: August 28<sup>th</sup>

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**Monday, September 9<sup>th</sup>**

**Fair Time: 9:30 a.m. – 11:00 a.m.**

**Fair Name & Location: AVERY HIGH SCHOOL**

**Address:** 401 Avery Co High School Rd., Newland, NC 28657

**Contact:** Ava Todd & Denise Powell; [avatodd@averyschools.net](mailto:avatodd@averyschools.net); [denisepowell@averyschools.net](mailto:denisepowell@averyschools.net)

**Travel Time:** ~40 minutes from Boone Hotels

**Note(s):** Williams Academy will also be in attendance.

**\*Please see final page with regards to updated parking details for this event\***

**Fair Time: 5:00 p.m. – 6:00 p.m.**

**Fair Name & Location: ASHE HIGH SCHOOL**

**Address:** 184 Campus Drive, West Jefferson, NC 28694

**Contact:** Annette Bednosky, (336) 846 – 2400, [Annette.bednosky@ashe.k12.nc.us](mailto:Annette.bednosky@ashe.k12.nc.us)

**Travel Time:** 1 hour from Avery HS; 40 minutes to/from Boone hotels

**Note(s):** N/A

**Tuesday, September 10<sup>th</sup>**

**Fair Time: 9:00 a.m. – 11:00 a.m.**

**Fair Name: SURRY COUNTY SCHOOLS**

**Location:** Surry Community College – P Building Gym

**Address:** 630 South Main St., Dobson, NC 27017

**Contact:** Brandi Hicks, [hicksb@surry.edu](mailto:hicksb@surry.edu)

**Travel Time:** 20 minutes from Fairfield Inn & Suites Elkin

**Note(s):** High schools attending: East Surry, North Surry, Surry Central, and Surry Early College high schools

**Fair Time: 1:30 p.m. – 2:30 p.m.**

**Fair Name & Location: ALLEGHANY HIGH SCHOOL**

**Address:** 404 Trojan Ave., Sparta, NC 28675

**Contact:** Lucy Phipps, (336) 372—4554; [lucy.phipps@alleghany.k12.nc.us](mailto:lucy.phipps@alleghany.k12.nc.us)

**Travel Time:** 1 hour from Surry Community College

**Note(s):** Follow highway 18 from Alleghany HS to West Jefferson not 221; Use caution on curvy roads and the program is in the gym.

**Fair Time: 5:00 p.m. – 6:00 p.m.**

**Fair Name & Location: WATAUGA HIGH SCHOOL**

**Address:** 300 Go Pioneers Dr., Boone, NC 28607

**Contact:** Samantha Elam, [elams@watauga.k12.nc.us](mailto:elams@watauga.k12.nc.us)

**Travel Time:** 1 hour and 15 minutes from Alleghany HS; 15 min from Boone hotels

**Note(s):** Program is in the main lobby

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**Wednesday, September 11<sup>th</sup>**

**Fair Time: 8:30 a.m. – 9:30 a.m.**

**Fair Name & Location: SOUTH CALDWELL HIGH SCHOOL**

**Address:** 7035 Spartan Dr., Hudson, NC 28638

**Contact:** Hannah Kim, [kh28698@live.unc.edu](mailto:kh28698@live.unc.edu)

**Travel Time:** 30 minutes from recommended hotels

**Note(s):** N/A

**Fair Time: 10:00 a.m. – 11:00 a.m.**

**Fair Name & Location: WEST CALDWELL HIGH SCHOOL**

**Address:** 300 West Caldwell Dr., Lenoir, NC 28645

**Contact:** Ellen Miller, [emiller@caldwellschools.com](mailto:emiller@caldwellschools.com)

**Travel Time:** 20 minutes from South Caldwell HS

**Note(s):** N/A

**Fair Time: 1:30 p.m. – 2:30 p.m.**

**Fair Name & Location: HIBRITEN HIGH SCHOOL**

**Address:** 550 East Boulevard, Lenoir, NC 28645

**Contact:** Jennifer Moore, [jmoore@caldwellschools.com](mailto:jmoore@caldwellschools.com)

**Travel Time:** 15 minutes from West Caldwell HS

**Note(s):** N/A

**Fair Time: 5:00 p.m. – 6:30 p.m.**

**Fair Name: WILKES COUNTY SCHOOLS**

**Location:** Wilkes Community College – John Walker Center

**Address:** 1328 S. Collegiate Dr., Wilkesboro, NC 28697

**Contact:** Wanda Shore & Scott Johnson, [wanda.shore@wilkescc.edu](mailto:wanda.shore@wilkescc.edu)

**Travel Time:** 45 minutes from Hibriten HS; 1 hour from recommended hotels

**Note(s):** High schools attending: East Wilkes, North Wilkes, West Wilkes, Wilkes Early College, and Wilkes Central high schools

**Thursday, September 12<sup>th</sup>**

**Fair Time: 8:30 a.m. – 9:30 a.m.**

**Fair Name & Location: FREEDOM HIGH SCHOOL**

**Address:** 511 Independence Blvd., Morganton, NC 28655

**Contact:** Alison Snipes, [asnipes@burke.k12.nc.us](mailto:asnipes@burke.k12.nc.us)

**Travel Time:** 30 minutes from recommended hotels

**Note(s):** Park in the back by auxiliary gym

**Fair Time: 10:15 a.m. – 11:15 a.m.**

**Fair Name & Location: ROBERT PATTON HIGH SCHOOL**

**Address:** 701 Enola Rd., Morganton, NC 28655

**Contact:** Jennifer Debnam & Joy Cooper, [jdebnam@burke.k12.nc.us](mailto:jdebnam@burke.k12.nc.us); [jcooper@burke.k12.nc.us](mailto:jcooper@burke.k12.nc.us)

**Travel Time:** 15 minutes from Freedom HS

**Note(s):** N/A

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**Thursday, September 12<sup>th</sup> – Continued**

**Fair Time: 1:30 p.m. – 2:30 p.m.**

**Fair Name & Location: JIMMY C. DRAUGHN HIGH SCHOOL**

**Address:** 701 Lovelady Rd NE., Valdese, NC 28690

**Contact:** Lillian Modak & Julie Barlow; [lmodak@burke.k12.nc.us](mailto:lmodak@burke.k12.nc.us); [jubarlow@burke.k12.nc.us](mailto:jubarlow@burke.k12.nc.us)

**Travel Time:** 20 minutes from Robert Patton HS

**Note(s):** N/A

**Fair Time: 6:00 p.m. – 8:00 p.m.**

**Fair Name: CATAWBA COUNTY SCHOOLS**

**Location:** Hickory Metro Convention Center

**Address:** 1960 13th Ave Dr SE, Hickory, NC 28602

**Contact:** Maria Ballard, (828) 695 – 2666, [maria\\_ballard@catawbасchools.net](mailto:maria_ballard@catawbасchools.net)

**Travel Time:** located very close to recommended hotels; 15 minutes from Draughn HS

**Note(s):** High schools attending: Bandys, Bunker Hill, Challenger, Fred T. Ford, Maiden, and St. Stephens high schools.

**Fee:** \$25 CACRAO members / \$50 non-members

**Friday, September 13<sup>th</sup>**

**Fair Time: 8:30 a.m. – 9:30 a.m.**

**Fair Name & Location: EAST BURKE HIGH SCHOOL**

**Address:** 3695 East Burke Blvd, Connelly Springs, NC 28612

**Contact:** Amanda Peck, [apecck@burke.k12.nc.us](mailto:apecck@burke.k12.nc.us)

**Travel Time:** 15 minutes from recommended hotels

**Note(s):** N/A

**Fair Time: 1:00 p.m. – 2:00 p.m.**

**Fair Name & Location: ALEXANDER CENTRAL HIGH SCHOOL**

**Address:** 233 School Drive, Taylorsville, NC 28681

**Contact:** Leah Wiley, [lwiley@alexander.k12.nc.us](mailto:lwiley@alexander.k12.nc.us)

**Travel Time:** 40 minutes from East Burke HS

**Note(s):** We ask all reps to please enter by Liledoun Road. Parking will be in the lot to your immediate right (next to the football field). Program will be held in the varsity gym.

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**PARKING DETAILS FOR AVERY HIGH SCHOOL (MONDAY, SEPTEMBER 9)**

Due to construction at Avery High School, all college reps will need to park in a new location this year.

You will need to drive past the football field and the old main entrance and enter the new entrance which is on the upper side or left side of the school if you are looking at the front of the facility. When you pull into the entrance, follow the signs for the drop off lanes, which is where you will park your vehicle. We will have ROTC and staff members directing you from the road to your parking spot. We will also have volunteers to help direct and guide you to the gym. Please keep in mind that the entrance to the gym from this side will require you to go through the school and down about 15 steps, which are steep.

Please be careful when carrying your materials down these steps. There will also be volunteers to help guide and carry your materials back to your car after the program if you need it.