

NC WEEK 5B (Greenville Week) – Beaufort, Edgecombe, Greene, Hyde, Martin, Nash,  
Pitt, & Wilson Counties – October 7 – 11, 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**

**Amy Denton** – College Foundation of North Carolina (CFNC)

[amy.denton@cfi.org](mailto:amy.denton@cfi.org)

(252) 402 – 6157

**Suggested Hotel(s)**

**Days:** Monday, October 7<sup>th</sup> – Friday, October 11<sup>th</sup> (4 nights)

**Location:** Hampton Inn Greenville

**Address:** 305 SW Greenville Blvd., Greenville, NC 27834

**Contact:** (252) 355 – 7400

**CACRAO Rate:** \$134/night plus tax. Reserve by September 1<sup>st</sup>. The block of rooms reserved under Pitt County College Fair.

**Location:** Holiday Inn Greenville

**Address:** 203 SW Greenville Blvd., Greenville, NC 27834

**Contact:** (252) 355 – 8300

**CACRAO Rate:** \$99/night plus tax, including breakfast. Reserve by September 15<sup>th</sup>. The block of rooms are reserved under Pitt County College Fair/CACRAO.

*OR*

**Days:** Sunday, October 6<sup>th</sup> – Tuesday, October 8<sup>th</sup>

**Location:** Hampton Inn Rocky Mount

**Address:** 530 N. Winstead Ave., Rocky Mount, NC 27804

**Contact:** (252) 937 – 6333

**CACRAO Rate:** N/A

**Location:** Holiday Inn Rocky Mount

**Address:** 200 Enterprise Dr., Rocky Mount, NC 27804

**Contact:** (252) 937 – 7100

**CACRAO Rate:** N/A

**Location:** Courtyard by Marriott Rocky Mount

**Address:** 250 Gateway Blvd, Rocky Mount, NC 27804

**Contact:** (252) 451 – 4800

**CACRAO Rate:** N/A

**Location:** Hampton Inn Wilson

**Address:** 2806 Wolf Trap Dr., Wilson, NC 27896

**Contact:** (252) 243 – 4040

**CACRAO Rate:** N/A

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**Monday, October 7<sup>th</sup>**

**Fair Time: 8:00 a.m. – 9:00 a.m.**

**Fair Name & Location: NORTHERN NASH HIGH SCHOOL**

**Address:** 4230 Green Hills Rd., Rocky Mount, NC 27804

**Contact:** Kerri McClain, (252) 937 – 9040, [klmccclain@nrms.k12.nc.us](mailto:klmccclain@nrms.k12.nc.us)

**Travel Time:** ~1 hour from recommended hotels

**Note(s):** Program will be held in the gym.

**Fair Time: 9:30 a.m. – 10:30 a.m.**

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

**Address:** 4279 Nash Central High Rd., Rocky Mount, NC 27804

**Contact:** Heather Thompson, (252) 451 – 2867; [hthompson@nrms.k12.nc.us](mailto:hthompson@nrms.k12.nc.us)

**Travel Time:** 10 minutes from Northern Nash High School

**Note(s):** Program will be held in the gym

**Fair Time: 11:00 a.m. – 12:00 p.m.**

**Fair Name & Location: ROCKY MOUNT HIGH SCHOOL**

**Address:** 1400 Bethlehem Rd., Rocky Mount, NC 27803

**Contact:** Philip Curtiss, (252) 937 – 9050, [pcurtiss@nrms.k12.nc.us](mailto:pcurtiss@nrms.k12.nc.us)

**Travel Time:** 11 minutes from Nash Central High School

**Note(s):** Program will be held in the cafeteria; Park in the student parking lot accessible from Bethlehem Road. ROTC members will direct you into the side entrance of school.

**Fair Time: 1:15 p.m. – 2:15 p.m.**

**Fair Name & Location: SOUTHERN NASH HIGH SCHOOL**

**Address:** 6446 Southern Nash High Road, Bailey, NC 27807

**Contact:** Amanda Thompson, (252) 451 – 8520, [aonthompson@nrms.k12.nc.us](mailto:aonthompson@nrms.k12.nc.us)

**Travel Time:** 25 minutes from Rocky Mount High School

**Note(s):** Program will be held in cafeteria. Better to park in student parking area, 2<sup>nd</sup> parking lot on the right. School dismisses at 2:30pm so car rider line will have formed in front of the school.

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**Tuesday, October 8<sup>th</sup>**

**Fair Time: 8:45 a.m. – 11:45 a.m.**

**Fair Name: WILSON COUNTY SCHOOLS**

**Location:** Barton College – Wilson Gymnasium/Kennedy Recreation and Intramural Center

**Address:** 800 Vance St. NE, Wilson, NC 27893

**Contact:** Amanda Metts, (252) 399 – 6315, [ahmetts@barton.edu](mailto:ahmetts@barton.edu)

**Travel Time:** ~45 minutes from Greenville hotels

**Note(s):** High schools attending: Beddingfield, Fike, Hunt, Wilson Early College Academy, Wilson Preparatory Academy, Community Christian School, Greenfield School, Wilson Academy of Applied Technology schools.

\*Gym is located on the corner of ACC Drive and Woodard Street (also named Championship Drive).

**Fair Time: 6:30 p.m. – 7:45 p.m.**

**Fair Name & Location: BEAUFORT & HYDE COUNTY SCHOOLS**

**Location:** Beaufort County Community College – Building 10 (Multipurpose Room)

**Address:** 5337 US Hwy 264 East, Washington, NC 27889 (please be sure to select the Washington location and not the Greenville address location.)

**Contact:** Michele Mayo, (252) 940 – 6233, [michele.mayo@beaufortccc.edu](mailto:michele.mayo@beaufortccc.edu)

**Travel Time:** ~ 1 hour 15 minutes from Barton College

**Note(s):** High schools attending: Beaufort Early College, Beaufort Ed Tech, Mattamuskeet Early College, Montessori, Northside, Ocracoke, Pungo Christian, Southside, Terra Ceia Christian, and Washington high schools

\*Light refreshments provided

**Wednesday, October 9<sup>th</sup>**

**Fair Time: 8:45 a.m. – 11:45 a.m.**

**Fair Name: PITT COUNTY SCHOOLS**

**Location:** Greenville Convention Center

**Address:** 303 SW Greenville Blvd., Greenville, NC 27858

**Contact:** Amy Denton, (252) 402 – 6157, [amy.denton@cfi.org](mailto:amy.denton@cfi.org)

**Travel Time:** 5 minutes from Greenville hotels

**Note(s):** High schools attending: Ayden-Grifton, DH Conley, Farmville Central, JH Rose, North Pitt, South Central, PCS Early College High School, and area private schools.

\*Light refreshments provided.

**Fee:** \$60

**Fair Time: 1:45 p.m. – 2:45 p.m.**

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

**Address:** 140 School Dr., Snow Hill, NC 28580

**Contact:** Stephanie Barnett (252) 747-3814 or [stephaniebarnett@greene.k12.nc.us](mailto:stephaniebarnett@greene.k12.nc.us)

**Travel Time:** ~30 minutes from Greenville Convention Center

**Note(s):** Program will be held in the gym. This fair will include Greene Early College high School.

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**Thursday, October 10<sup>th</sup>**

**Fair Time: 8:45 a.m. – 9:45 a.m.**

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

**Address:** 21077 N Carolina 903. Robersonville, NC 27871

**Contact:** Missy Griffin (252) 795-4081 ext. 230 or [migriffin@martin.k12.nc.us](mailto:migriffin@martin.k12.nc.us)

**Travel Time:** ~30 minutes from Greenville hotels

**Note(s):** Program will be held in the cafeteria; Park in student parking lot on the right. Limited visitor spots in front of school. Follow sidewalk to entrance nearest to cafeteria.

**Fair Time: 10:30 a.m. – 11:30 a.m.**

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

**Address:** 1260 Godwin Ave, Williamston, NC 27892

**Contact:** Jamila Riddick (252) 792-7881 ext. 223 or [jimbrough@martin.k12.nc.us](mailto:jimbrough@martin.k12.nc.us)

**Travel Time:** 10 minutes from Bear Grass Charter School

**Note(s):** Program will be held in the media center.

**Fair Time: 12:30 p.m. – 1:15 p.m.**

**Fair Name & Location: BEAR GRASS CHARTER SCHOOL**

**Address:** 6344 E Bear Grass Rd., Williamston, NC 27892

**Contact:** Maren Modlin (252) 789-1010, [mmodlin@beargrasscharter.org](mailto:mmodlin@beargrasscharter.org)

**Travel Time:** ~20 minutes away from South Creek High School

**Note(s):** Program will be held in the gym. **Pizza will be provided prior to fair. Inform Amy Denton ([amy.denton@cfi.org](mailto:amy.denton@cfi.org)) if you plan to eat pizza.**

**Friday, October 11<sup>th</sup>**

**Fair Time: 9:00 a.m. – 11:00 a.m.**

**Fair Name: EDGECOMBE COUNTY SCHOOLS**

**Location:** Edgecombe Community College – Thomas S. Fleming building

**Address:** 2009 W. Wilson St., Tarboro, NC 27886

**Contact:** Teresa Bottoms, (252) 823-5166, or [bottomst@edgecombe.edu](mailto:bottomst@edgecombe.edu)

**Travel Time:** 35 minutes from Greenville hotels

**Note(s):** High schools attending: North Edgecombe, SouthWest Edgecombe, Tarboro, Edgecombe Early College, NE Carolina Prep