

NC WEEK 8B (Goldsboro Week) – Lenoir, Johnston, Sampson, and Wayne Counties –
October 28 – November 1, 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

Kaitlyn Kosuda – Barton College
kakosuda@barton.edu

Allison Kee – University of Mount Olive
tkee@umo.edu

Suggested Hotel(s)

Days: Sunday, October 27th – Tuesday, October 29th (Two nights)

Location: Hampton Inn – Smithfield Selma

Address: 1695 Outlet Center Dr., Selma, NC 27576

Contact: (919) 965-6151

CACRAO Rate: N/A

Days: Tuesday, October 29th – Friday, November 1st (Three nights)

Location: Hampton Inn – Goldsboro

Address: 905 North Spence Ave., Goldsboro, NC 27534

Contact: (919) 778-1800

CACRAO Rate: N/A

Or

Location: Home 2 Suites by Hilton- Goldsboro

Address: 2613 N Park Drive, Goldsboro, NC 27534

Contact: (919) 947-1622

CACRAO Rate: N/A

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Monday, October 28th

Fair Time: 8:00 a.m. – 9:30 a.m.

Fair Name: SMITHFIELD – SELMA FAIR

Location: Smithfield-Selma High School

Address: 700 Booker Dairy Rd., Smithfield, NC 27577

Contact: Wendy Levin; wendylevin@johnston.k12.nc.us (919) 934-5191 ext. 5112

Travel Time: 10 minutes from Hampton Inn Smithfield Selma

Note(s): High schools attending: Neuse Charter School, North Johnston, and Princeton High

*Parking is available in the faculty parking lot by the cafeteria. Do not park in front circle. Program is located in the cafeteria.

Fair Time: 11:00 a.m. – 12:00 p.m.

Fair Name & Location: SOUTH JOHNSTON HIGH SCHOOL

Address: 10381 US 301 S, Four Oaks, NC 27524

Contact: Brandy Peters; brandypeters@johnston.k12.nc.us (919) 894-3146 ext. 5540

Travel Time: 30 minutes from Smithfield-Selma HS

Note(s): Program will be located in the old gym and parking is to the left when entering the school.

Fair Time: 12:45 p.m. – 1:45 p.m.

Fair Name & Location: WEST JOHNSTON HIGH SCHOOL

Address: 5935 Raleigh Rd., Benson, NC 27503

Contact: Jeffery Blue; jefferyblue@johnston.k12.nc.us (919) 934-7333 ext. 5913

Travel Time: 20 minutes from South Johnston HS

Note(s): Program is located in the gym. Park in the parking lot behind the gym, behind the mobile units. Enter the side door of the gym.

Tuesday, October 29th

Fair Time: 8:00 a.m. – 9:00 a.m.

Fair Name & Location: CLEVELAND HIGH SCHOOL

Address: 1892 Polenta Rd., Clayton, NC 27520

Contact: Kim Lewter; kimberlylewter@johnston.k12.nc.us (919) 934-2455 ext. 1913

Travel Time: 20 minutes from Hampton Inn Smithfield Selma

Note(s): Program is located in the cafeteria; parking will be located behind the cafeteria which is to the right when arriving on campus.

Fair Time: 10:00 a.m. – 11:00 a.m.

Fair Name & Location: CLAYTON HIGH SCHOOL

Address: 600 South Fayetteville St., Clayton, NC 27520

Contact: Jessica Druzak; jessicadruzak@johnston.k12.nc.us

Travel Time: 20 minutes from Cleveland HS

Note(s): Park behind the school in the student parking lot marked by ROTC.

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Tuesday, October 29th – Continued

Fair Time: 12:30 p.m. – 2:00 p.m.

Fair Name & Location: CORINTH HOLDERS HIGH SCHOOL

Address: 6875 Apple White Rd., Wendell, NC 27591

Contact: Jessica Mattie; jessicamattie@johnston.k12.nc.us

Travel Time: 25 minutes from Clayton HS

Note(s): Parking is available in front of the gym which is positioned on the left when arriving on the campus.

Wednesday, October 30th

Fair Time: 11:30 a.m. – 12:15 p.m.

Fair Name & Location: ROSEWOOD HIGH SCHOOL

Address: 900 Rosewood Rd., Goldsboro, NC 27530

Contact: Sandy Sasser; sandysasser@wcps.org

Travel Time: 15 minutes from Hampton Inn Goldsboro

Note(s): Parking is available next to the gym at the back of campus

Fair Time: 1:30 p.m. – 2:30 p.m.

Fair Name & Location: GOLDSBORO HIGH SCHOOL

Address: 901 Beech St., Goldsboro, NC 27530

Contact: Lillian Mills; lillianmills@wcps.org (919) 731-5930

Travel Time: ~15 minutes from Rosewood High School

Note(s): Wayne County School of Engineering at Goldsboro will also be in attendance. Park next to the gym with entrance on Herman Street/ Wayne Memorial Drive.

Fair Time: 5:30 p.m. – 7:30 p.m.

Fair Name: LENOIR COUNTY SCHOOLS

Location: Kinston Community Center Gym (formally named Woodmen Community Center)

Address: 2602 W. Vernon Ave., Kinston, NC 28504

Contact: N/A

Travel Time: 30 minutes from Goldsboro High School

Note(s): High schools attending: Andrell Parrott Academy, Bethel Christian Academy, Kinston, Lenoir County Early College, North Lenoir, and South Lenoir high schools. Parking is available in the main lot at the entrance.

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Thursday, October 31st

Fair Time: 8:30 a.m. – 9:25 a.m.

Fair Name & Location: EASTERN WAYNE HIGH SCHOOL

Address: 1135 New Hope Rd., Goldsboro, NC 27534

Contact: Christa Coates; christacoates@wcps.org (919) 751-7120 ext. 2336

Travel Time: 11 minutes from Hampton Inn Goldsboro

Note(s): For parking, drive down New Hope Rd past the HS on left and take next left at stoplight on Mark Edwards Rd. Back entrance to school that leads to grass parking lot near the old gym, closer you are to gym, closer you will be to cafeteria where fair is hosted; **Main parking lot will be crowded due to student drop off and bus traffic;** if raining and reps do not want to park in grass, just stay on the driveway that runs behind campus rather than exiting to park in grass. The drive will end at paved student parking lot on north side of campus, walk will be further but there is a paved sidewalk that takes reps straight to cafeteria.

Fair Time: 10:00 a.m. – 11:00 a.m.

Fair Name & Location: CHARLES B. AYCOCK HIGH SCHOOL

Address: 5460 US 117, Pikeville, NC 27863

Contact: Gladys Diggs; gladysdiggs@wcps.org (919) 242-3400

Travel Time: 20 minutes from Eastern Wayne HS

Note(s): Program will take place in the old gym. When entering campus, take 2nd left into staff parking lot, students will be there to assist.

Fair Time: 2:00 p.m. – 3:00 p.m.

Fair Name & Location: SOUTHERN WAYNE HIGH SCHOOL

Address: 124 Walter Fulcher Rd., Dudley, NC 28333

Contact: Andrea Britt; andreabritt@wcps.org (919) 705-6060

Travel Time: ~30 minutes from Charles B. Aycock High School

Note(s): Spring Creek High School will also be in attendance and parking is available in any available spot in front of school, near gym where program will be held.

Friday, November 1st

Fair Time: 8:30 a.m. – 11:30 a.m.

Fair Name: SAMPSON COUNTY SCHOOLS

Location: Clinton High School – Auxiliary Gym

Address: 340 Indian Town Road, Clinton, NC 28328

Contact: N/A

Travel Time: ~ 1 hour from Goldsboro

Note(s): High schools attending: Clinton, Harrells Christian Academy, Hobbton, Lakewood, Midway, Tarheel Challenge Academy, and Union high schools. Breakfast will be provided and parking will be next to the gym at the back of the school.