

NC WEEK 1B (Boone Week) – Alexander, Alleghany, Ashe, Avery,
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.

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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.
 - 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

Emiline Greer – Appalachian State University greere@appstate.edu
(828) 262-7683

Suggested Hotel(s)

Location: Fairfield Inn & Suites

Address: 2060 Blowing Rock Rd, Boone, NC 28607

Contact: (828) 268 – 0677

Location: Hampton Inn & Suites Boone

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

Contact: (828) 386 – 6464

Location: Hampton Inn, Jonesville/Elkin

Address: 1632 NC Hwy 67, Jonesville, NC 28642

Contact: (828) 835 – 1994

Location: Fairfield Inn and Suites

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

Contact: (336) 353 – 2008

Location: Hilton Garden Inn

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

Contact: (828) 327 – 1000

Location: Hampton Inn Hickory

Address: 1956 13th Ave. Dr. SE, Hickory, NC 28602

Contact: (828) 624 – 2000

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Monday, September 13

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: Allison Phillips; allisonphillips@averyschools.net

Travel Time: ~40 minutes from Boone Hotels

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

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

Note(s): N/A

Tuesday, September 14

Fair Time: 9:00 a.m. – 11:00 a.m. - TENTATIVE COVID

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

Travel Time: 20 minutes from Fairfield Inn & Suites Elkin Note(s):

Fair Time: 1:30 p.m. – 2:30 p.m.

- TENTATIVE COVIDFair

Name & Location: ALLEGHANY HIGH SCHOOL

Address: 404 Trojan Ave., Sparta, NC 28675

Contact: Hannah Brady, (336) 372—4554; hannah.brady@alleghany.k12.nc.us; Whitney Bryant
whitney.bryant@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; Wes Calbreath,
calbreathw@watauga.k12.nc.us; (828) 264-2407

Travel Time: 1 hour and 15 minutes from Alleghany HS; 15 min from Boone hotels Note(s): Program is in the main lobby

Wednesday, September 15

Fair Time: 8:30 a.m. – 9:30 a.m.

Fair Name & Location: SOUTH CALDWELL HIGH SCHOOL

Address: 7035 Spartan Dr., Hudson, NC 28638

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Contact: Emma Kroll-Smith, eksmith@caldwellschools.com Lauren Robertson,
lrobertson@caldwellschools.com

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: Tania Vargas, tvargas@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 (828) 758-7376

Travel Time: 15 minutes from West Caldwell HS

Note(s): The fair will be hosted in the gym, which is at the front of the school. Park in the parking lot in front of the school.

Fair Time: 5:00 p.m. – 6:30 p.m.

Fair Name: WILKES COUNTY SCHOOLS

Location: The Stone Center at Wilkes County Board of Education

Address: 613 Cherry St. Wilkesboro, NC 28659

Contact: Wanda Shore, 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 16

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

Travel Time: located very close to recommended hotels;

Note(s): High schools attending: Bandy's, Bunker Hill, Challenger, Fred T. Ford, Maiden, and St. Stephens high schools.

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