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ABSTRACT

A directory of local community resource personnel and their services which have been utilized by the Prince George's County Public Schools, Maryland for their career education program is presented. A standardized form was used to gain information from area industries and businesses regarding field trips, field activities, day long observations, staff available for school visits, teacher observation, hiring practices, work experience programs, and reference personnel. The completed forms are categorized under the following headings: agribusiness and natural resources, business and office, communication and media, construction, consumer and homemaking education, fine arts and humanities, health, hospitality and recreation, manufacturing, marine science, marketing and distribution, personal services, public service, and transportation. An overview of the volunteer service program developed by the Prince George's County Schools and a listing of community volunteers available to the schools is provided. Various program related forms are appended. (LH)

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# COMMUNITY RESOURCES

*A Partnership  
in  
Career Education*



**PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS, MARYLAND  
CARL W. HASSEL, SUPERINTENDENT**

U.S. DEPARTMENT OF HEALTH,  
EDUCATION & WELFARE  
NATIONAL INSTITUTE OF  
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## TABLE OF CONTENTS

	Page
Acknowledgments .....	i
Department of Career Education Organizational Chart ....	ii
Preface .....	iii
Agri-Business and Natural Resources .....	1
Business and Office .....	7
Communication and Media .....	21
Construction .....	29
Consumer and Homemaking Education .....	39/40
Fine Arts and Humanities .....	41/42
Health .....	43
Hospitality and Recreation .....	49
Manufacturing .....	51
Marine Science .....	55/56
Marketing and Distribution .....	57
Personal Services .....	79
Public Service .....	81
Transportation .....	89
Prince George's County Volunteer Services .....	95
Appendix A .....	101
Appendix B .....	102
Appendix C .....	103
Appendix D .....	104

## ACKNOWLEDGMENTS

The title of the booklet, COMMUNITY RESOURCES: A Partnership in Career Education, implies a cooperative effort. This is truly the case. Special thanks are expressed to:

THE BOARD OF EDUCATION/CHAMBER OF COMMERCE  
COMMITTEE FOR THE EXPANSION AND IMPROVEMENT  
OF CAREER EDUCATION

THE COMMUNITY SCHOOL RELATIONS COMMITTEE OF  
THE PRINCE GEORGE'S CHAMBER OF COMMERCE

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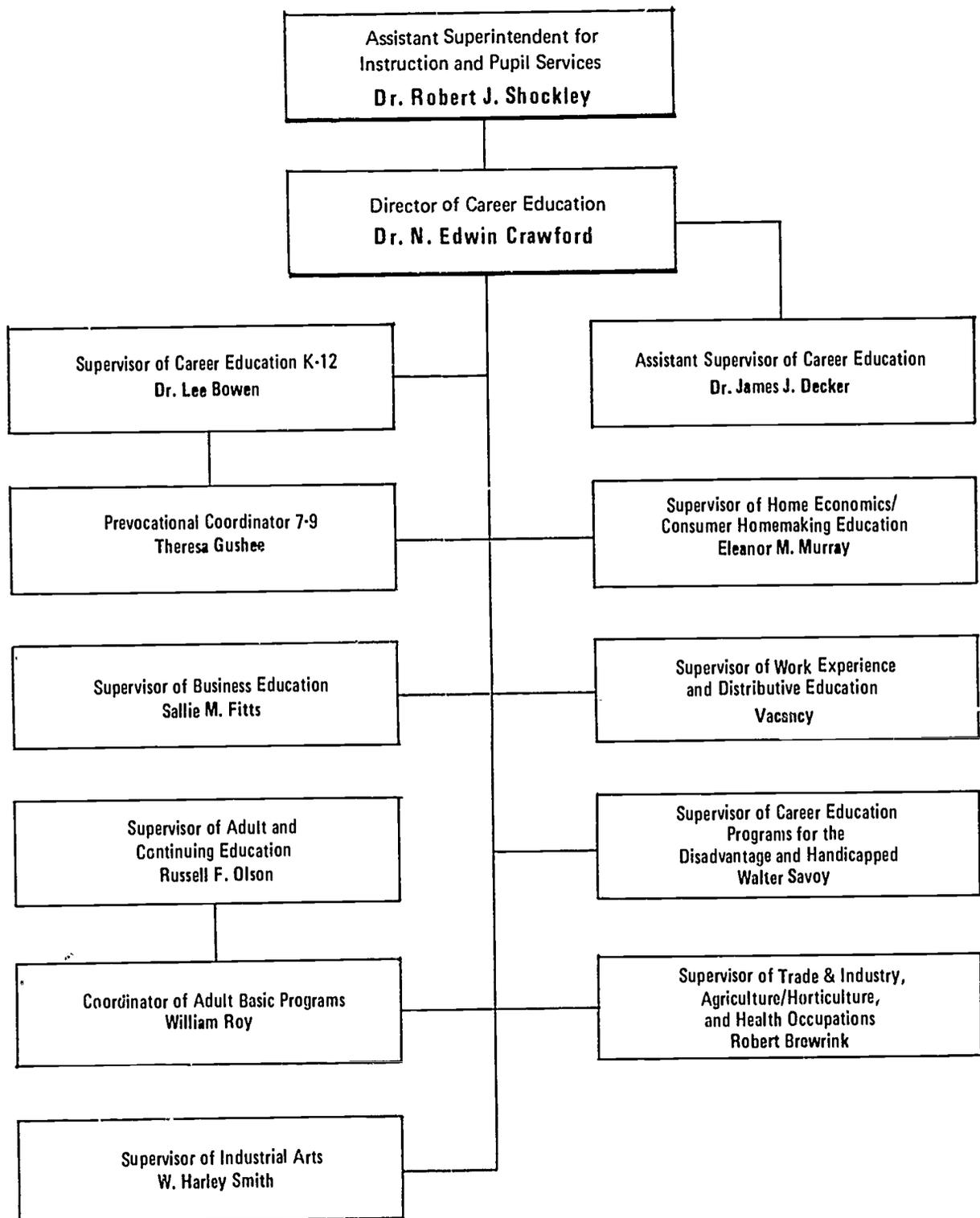
THE TITLE III E. S. E. A. CAREER SATELLITE PROGRAM

The cooperative efforts of the Career Education, Curriculum, Educational Communications, Guidance, Instructional Services and the Printing Department have made the publication possible. Project coordination was under the direction of Dr. Lee Bowen, Supervisor of Career Education.

PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS

DEPARTMENT OF CAREER EDUCATION

1974-75



## PREFACE

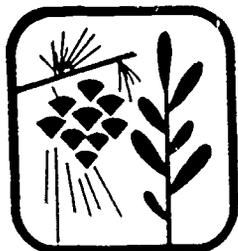
An earlier Prince George's County Public School publication, CAREER DEVELOPMENT: A Community Approach, stated "The classroom teacher and guidance counselor cannot be expected to be an authority on the multitude of careers in our rapidly changing society...there are, however, authorities in the community.

This booklet is an attempt to bring some of those authorities and their respective areas of expertise to bear. The resource persons on the following pages have been recruited through the efforts of different agencies, therefore, the format in which they are presented will vary somewhat.

The men and women representing business, industry, the professions and the home are remunerated by thanks from the schools and students they serve and through the satisfaction of knowing they have made a contribution to the career development of students in the county schools.

A few cautions should be observed:

- . Recruit locally whenever possible, beginning with your own staff, PTA and community. A simple, yet effective survey form (APPENDIX A) is suggested for your convenience.
- . Realize the business scene, job market and occupational outlook are not static. Please appreciate that the data offered may not remain current.
- . Prepare thank-you notes...this is a must. Notes and responses from the students are preferred. (See Career Development: A Community Approach, September, 1973, for details).
- . Do not saturate volunteers with requests. Remember that these people have other obligations to their businesses and families.
- . Plan and research the particular career field for which you are inviting the resource person so that your students will be more knowledgeable and responsive.
- . Exercise courtesies and hospitality that will encourage the guest to want to return.



# *Agri-Business & Natural Resources*

Mr. Raymond Bosmans  
Maryland Extension Service  
Horticulture  
Upper Marlboro, Maryland 20870  
627-5112

Ira F. Degourse  
The Behnke Nurseries Co.  
11300 Washington-Baltimore Blvd.  
P. O. Box 106  
Beltsville, Maryland 20705  
937-1100

Mr. Charles Keeley or  
Mr. James Roberts  
Department of Forests & Parks  
Box 70  
Laurel, Maryland 20810  
776-5411

Ms. Kathy Libby  
Environmental Protection Agency  
Room 3019  
401 M Street, S. W.,  
Washington, D. C. 20460  
755-0260

Mrs. Marilyn Guerra  
Landscape Architect  
Department of Public Works  
Upper Marlboro, Maryland 20870  
627-3000, Ext. 436

Clarence S. Britt  
Beltsville Agricultural Research Center  
Beltsville, Maryland 20705  
344-2483

Mr. Earl Yingling  
State Tree Supervisor  
405 York Street  
Manchester, Maryland 21102  
(301) 374-9589



PRINCE GEORGE'S COUNTY SCHOOLS  
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COMMITTEE MEMBERS.

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- Lee Bowen  
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- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Beltsville Agricultural Research Center

Type of Business Research

Address Beltsville, Maryland 20705

Name of Person to Contact Clarence S. Britt

Telephone No. 344-2483 No. of People Employed 1,800

Will you allow a group of students to visit your place of  
business?

Yes How Many? 40 max.

X Elementary (gr. 4-6) X Junior High X Senior High

How long would it take? 2 hours

Do you have field activities that can also be visited? No

Would you permit one or more students to spend a day or more  
observing your operations? Yes

No Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? Yes

X Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? NO For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
Yes

Do you ordinarily hire students for part-time work? Yes

Would you allow students to work for experience only? Yes

Do you ordinarily hire high school graduates? Yes

How Many Per Year? As Vacancies for which they qualify, occur.

Can you recommend a retired person who can offer expertise  
in his field to students? Yes

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_

RESOURCE LIST \*  
 United States Department of Agriculture  
 Agricultural Research Center  
 Beltsville, Maryland 20705

VOLUNTEER	TELEPHONE NUMBER	GRADE LEVEL		
		K-6	7-9	10-12
<b>AGRICULTURAL ENVIRONMENTAL QUALITY INSTITUTE</b>				
Mr. Victor E. Adler	344-2494	X	X	X
Mrs. Joann Alexander	344-2275	X	X	
Dr. Wylie D. Burge	344-3150	X	X	X
Mr. Lowell E. Campbell	344-2237	X	X	X
Dr. Rufus L. Chaney	344-3325	X	X	X
Dr. Eliot Epstein	344-3052	X	X	X
Dr. Dora K. Hayes	344-2474	X	X	X
Dr. Louis A. Liljedahl	344-2272	X	X	X
Dr. D. G. McHaffey	344-2208	X	X	X
Dr. Neal O. Morgan	344-2479	X	X	X
Dr. R. E. Redfein	344-2019	X	X	X
Dr. Meyer Schwarz	344-2019	X	X	X
Dr. John M. Walker	344-3077	X	X	X
<b>AGRICULTURAL MARKETING RESEARCH INSTITUTE</b>				
Ms. Barbara Aulerbach	344-3483	X		
Ms. Judith Abbott	344-3483		X	
Dr. A. A. Abdul-Baki	344-3013			X
Mr. Al Hayden	344-3526			X
Mr. Howard Hruschka	344-3128			X
<b>ANIMAL PARASITOLOGY INSTITUTE</b>				
Dr. Ronald Fayer	344-2509	X		
Dr. J. R. Lichterfels	344-2444		X	
Dr. John M. Vetterling	344-2193			X
<b>ANIMAL PHYSIOLOGY GENETICS INSTITUTE</b>				
Dr. Frank N. Dickinson	344-2334	X	X	X
Mr. Murray Fisher	344-2046			X
Mr. N. W. Hoover, Jr.	344-2243	X	X	X
Mr. Gerald King	344-2334	X	X	
Mr. Hugh Lytton	344-2354	X	X	
<b>INSECT IDENT. &amp; BENEFICIAL INSECT INTROD. INSTITUTE</b>				
Dr. Manya B. Stoetzel	344-3168	X	X	X

VOLUNTEER	TELEPHONE NUMBER	GRADE LEVEL		
		K-6	7-9	10-12
<b>NUTRITION INSTITUTE</b>				
Dr. Clarence E. Bodwell	344-2045		X	X
Dr. G. Paul Lynch	344-2100	X	X	X
Mr. Hajime Ota	344-2359			X
<b>PLANT GENETICS &amp; GERMPLASM INSTITUTE</b>				
Dr. Thomas H. Barksdale	344-3583	X	X	X
Dr. Robert W. Goth	344-3611	X	X	X
Dr. Albert J. Oakes	344-3639		X	X
Dr. Patricia Sarvella	344-2357	X	X	X
Dr. Stephen L. Sinden	344-3611	X	X	X
Dr. Allan K. Stoner	344-3582	X	X	X
<b>PLANT PHYSIOLOGY INSTITUTE</b>				
Mr. William A. Bailey	344-3607	X	X	X
Dr. Gerald E. Carlson	344-3295	X	X	X
Dr. J. H. Graham	344-3143	X	X	X
Dr. Richard H. Hart	344-3607	X	X	X
Mrs. Patricia C. Jackson	344-3143	X	X	X
Mr. Herschel H. Klueter	344-3607	X	X	X
Dr. Donald T. Krizek	344-3143	X	X	X
Dr. Gideon W. Schaeffer	344-3607			X
<b>PLANT PROTECTION INSTITUTE</b>				
Dr. Lekh R. Batra	344-3366			X
Mr. Barry M. Bryce	344-2389	X	X	X
Mr. Charles F. Cohen	344-2389	X		
Dr. M. S. Gilliam	344-3365			X
Mrs. Thelma S. Golden	344-2389	X	X	X
Mr. Shelton C. Joyner	344-2389	X	X	X
Mr. Edward L. Lindquist	344-2389	X	X	X
Mrs. Lynda J. Liska	344-2389	X	X	X
Dr. Kent H. McKnight	344-3169			X
Dr. Herbert N. Nigg	344-2389	X	X	X
Mr. Stanley W. Robertson	344-2389	X	X	X
Dr. Richard M. Sayre	344-3039	X	X	
Mr. Thomas J. Shortino	344-2389	X	X	
Dr. Russell L. Steere	344-3290			X
Dr. Robert F. Whitcomb	344-3047	X	X	X

\*When requesting the services of these personnel, try to consider the relation of their homes in distance from your school.



PRINCE GEORGE'S COUNTY SCHOOLS  
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Joint Committee for the Improvement  
and Expansion of Career Education

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Career Education Department
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Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sally Fitts  
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- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm The Behnke Nurseries Company  
 Type of Business Nursery - Flowers, trees, shrubs, etc.  
 Address 11300 Washington-Baltimore Blvd., P. O. Box 106,  
Beltsville, Md. 20705  
 Name of Person to Contact Ira F. DeGourse  
 Telephone No. 937-1100 No. of People Employed 25 regular

Will you allow a group of students to visit your place of  
business?  
yes How Many? Approx. 20 as a group  
Elementary X Junior High X Senior High

How long would it take? 20 minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes  
Elementary Junior High X Senior High .

Do you have someone who can visit schools to participate in  
Career Day Programs? no  
Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
 \_\_\_\_\_

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 2 to 3

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations Maryland Nurseryman Association



# Business and Office

Mrs. Carol Matum, Advertising Dir.  
Mrs. Cheryl Moore, Loan Processor  
Nyman Realty Inc.  
6320 Old Branch Avenue  
Camp Springs, Maryland  
449-5000

Mrs. Rose M. Guinan  
Prince George's National Secretarial School  
7580 Annapolis Road  
Lanham, Maryland 20801  
577-3280

\* Mrs. Jones - Ft. Washington Office  
Mr. Gilbert - Clinton Office  
Annapolis Federal Savings & Loan Assoc.  
\* 10905 Ft. Washington Road  
Oxon Hill, Md. 20022  
292-3400

7801 Old Branch Avenue  
Clinton, Md. 20735  
868-9000

Mr. R. A. Donley  
R. A. Donley & Son, Inc.  
3804 Bladensburg Road  
Cottage City, Maryland 20722  
864-5411

Peoples National Bank of Maryland  
Personnel Department  
4809 Suitland Road  
Suitland, Md. 20023  
736-1300

United Bank & Trust Co. of Maryland  
Mr. Robert E. Noll  
9401 Indian Head Highway  
Oxon Hill, Maryland 20022  
248-3500

Mr. J. O. "Joe" Woodrick  
IBM  
Federal Systems Division  
1730 "M" Street, N. W., Suite 510  
Washington, D. C. 20036  
833-6674

Mr. Raymond C. Marchell  
Southern Maryland Bank & Trust Co.  
3731 Branch Avenue  
Hillcrest Heights, Maryland 20031  
899-3400

Mr. Curtiss or Mr. Guy  
Barton, Duer & Koch Paper Co.  
2420 Schuster Drive  
Cheverly, Maryland 20781  
322-3300

Mr. Richard Schwartz  
Suburban Trust Company  
6495 New Hampshire Ave.  
Hyattsville, Maryland  
270-7005

Mr. Robert DiPietro  
The Citizens National Bank  
390 Main Street  
Laurel, Maryland 20810  
725-3100

Mr. Robert C. Kight  
Mr. Richard C. Stellhorn  
Citizens Bank & Trust Co. of Maryland  
6200 Baltimore Boulevard  
Riverdale, Maryland 20840  
927-7000

Mr. Oliver Zinsmeister  
Executive Vice President  
Pr. George's County Chamber of  
Commerce  
Greenbelt Road & Kenilworth Ave.  
Greenbelt, Maryland 20770  
345-6060

Mr. David Wilt  
Ernst and Ernst  
1225 Connecticut Avenue  
Washington, D. C. 20036  
296-8300

Mr. Bill Lawrence, Manager  
Landover Mall Shopping Center  
Landover, Maryland 20785  
341-3200

Mrs. P. J. Eisele  
Control Data Institute  
3717 Columbia Pike  
Arlington, Virginia 22204  
521-3700

Mr. Joseph Edwards  
Executive Vice President,  
Laurel Chamber of Commerce  
325 Washington Boulevard  
Laurel, Maryland 20810

Mr. John Negroni  
High School-College Relations  
Marriott Corporation  
5161 River Road  
Washington, D. C. 20016  
986-5444



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CHAMBER OF COMMERCE

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- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Annapolis Federal Savings & Loan Association

Type of Business Savings and Loan  
10905 Ft. Washington Road, Oxon Hill, Md. 20022  
Address 7801 Old Branch Avenue, Clinton, Md. 20735

Name of Person to Contact Mrs. Jones - Ft. Washington Office  
Mr. Gilbert - Clinton Office  
Telephone No 868-9000 - Clin. No. of People Employed 10 - Both Off.

Will you allow a group of students to visit your place of  
business?

yes How Many? Five or Six  
 Elementary  Junior High  Senior High

How long would it take? Few Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? A day at a time.

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? If approved by  
main office.

Do you ordinarily hire high school graduates? yes

How Many Per Year? Varies

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations U. S. League of Savings Associations, Maryland

Savings & Loan League, Prince George's County Board of Trade, and others.



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Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kremer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Barton, Duer & Koch Paper Co.

Type of Business Paper

Address 2420 Schuster Drive, Cheverly, Maryland 20781

Name of Person to Contact Mr. Curtiss or Mr. Guy

Telephone No. 322-3300 No. of People Employed 48

Will you allow a group of students to visit your place of business?  
no How Many? \_\_\_\_\_  
Elementary Junior High Senior High

How long would it take? \_\_\_\_\_

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more observing your operations? no  
Elementary Junior High Senior High

Do you have someone who can visit schools to participate in Career Day Programs? no  
Elementary Junior High Senior High

Could you loan personnel to the school system for a period of time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques? no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? 0-2

Can you recommend a retired person who can offer expertise in his field to students? no

Names of Professional Organizations and Trade Associations Printing Industry of Washington  
National Paper Trade Association



PRINCE GEORGE'S COUNTY SCHOOLS  
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Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Salie Fitts  
Career Education

Lesley Kremer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Citizens Bank and Trust Company of Maryland

Type of Business Commercial Bank & Trust Company

Address 6200 Baltimore Boulevard, Riverdale, Md. 20840

Name of Person to Contact Robert C. Kight, Richard Stellhorn

Telephone No. 927-7000 No. of People Employed 600 FT  
300 PT

Will you allow a group of students to visit your place of  
business? yes

How Many? Flexible

Elementary  Junior High  Senior High

How long would it take? Dependent on group size & purpose

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes-limited no. at  
high school level.

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Fifty

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS  
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Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallye Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Kenmar Employment Service

Type of Business Employment Agency

Address 3737 Branch Avenue, Hillcrest Heights Md.

Name of Person to Contact Mrs. Mary Donnelly

Telephone No. 423-4522 No. of People Employed 3

Will you allow a group of students to visit your place of  
business?

yes How Many? 15-20

Elementary  Junior High  Senior High

How long would it take? Approx. One Hour

Do you have field activities that can also be visited? n/a

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? Day to Day

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? no

How Many Per Year? N/A

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS  
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Career Education Department
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Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sally Latta  
Career Education
- Lesley Kremer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Peoples National Bank of Maryland

Type of Business Bank

Address 4809 Suitland Road, Suitland, Md. 20023

Name of Person to Contact Personnel Department

Telephone No. 736-1300 No. of People Employed 185

Will you allow a group of students to visit your place of  
business?

no Due to How Many? \_\_\_\_\_

Bonding Company  
Elementary Junior High Senior High

How long would it take? \_\_\_\_\_

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no - Due to Bonding Co.

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? \_\_\_\_\_

Do you ordinarily hire high school graduates? yes

How Many Per Year? Unknown

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

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Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Prince George's National Secretarial School

Type of Business Secretarial School

Address 7580 Annapolis Road, Lanham, Md. 20801

Name of Person to Contact Mrs. Rose M. Guinan

Telephone No. 577-3280 No. of People Employed 9

Will you allow a group of students to visit your place of  
business? yes How Many? Ten

Elementary X Junior High X Senior High

How long would it take? Two Hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? Occasionally

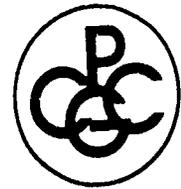
Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes (Clerical)

How Many Per Year? Depends on our Openings

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations National Business Education Association  
Chesapeake and Potomac Association of Private Schools



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
Career Education Department

Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm R. A. Donley & Son, Inc.

Type of Business Office Supplies

Address 3804 Bladensburg Road, Cottage City, Md. 20722

Name of Person to Contact Mr. R. A. Donley

Telephone No. 864-5411 No. of People Employed 14

Will you allow a group of students to visit your place of  
business?  
yes How Many? Five to Ten

Elementary Junior High X Senior High

How long would it take? 1/2 to 1 Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? Yes, but it may not be interesting.

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? For How Long?

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
Yes, if it would be useful.

Do you ordinarily hire students for part-time work? Some, not ordinarily

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? Depends on our needs and turnover.

Can you recommend a retired person who can offer expertise  
in his field to students? NO

Names of Professional Organizations and Trade  
Associations



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Chamber of Commerce
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Career Education
- Lesley Krejmer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Southern Maryland Bank and Trust Co.

Type of Business Banking

Address 3731 Branch Avenue, Hillcrest Heights, Maryland

Name of Person to Contact Raymond C. Marchell

Telephone No. 899-3400 No. of People Employed 110

Will you allow a group of students to visit your place of  
business? yes How Many? Four

Elementary Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day-or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes, over 17 yrs.

Would you allow students to work for experience only? yes, over 17 yrs.

Do you ordinarily hire high school graduates? yes

How Many Per Year? As needed

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations MBA, PG Bankers Assoc, Montgomery Bankers

Association, American Bankers Association, Consumer Bankers Association,  
Prince George's Chamber of Commerce, Chamber of Commerce of the U. S.



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Career Education
- Lesley Kremer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Suburban Trust Company

Type of Business Commercial Banking

Address 6495 New Hampshire Avenue, Hyattsville, Md.

Name of Person to Contact Richard Schwartz

Telephone No. 270-7005 No. of People Employed N/A

Will you allow a group of students to visit your place of  
business?  
yes How Many Not more than 15

Elementary Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? Not at the present time

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? Can be discussed

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
Open to discussion.

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? Approximately 25

Can you recommend a retired person who can offer expertise  
in his field to students? none

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

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Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kremer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm The Citizen's National Bank

Type of Business Banking

Address 390 Main Street, Laurel, Maryland 20810

Name of Person to Contact Mr. Robert DiPietro

Telephone No. 725-3100 No. of People Employed 170

Will you allow a group of students to visit your place of  
business?

yes How Many? 10-20

Elementary  Junior High  Senior High

How long would it take? Twenty Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? Some College  
Students.

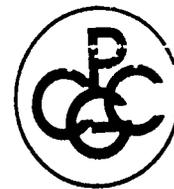
Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Five

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



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CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

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Chamber of Commerce

Lee Bowen  
Career Education Department

Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fatts  
Career Education

Lesley Kterner  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm United Bank and Trust Company of Maryland

Type of Business Commercial Banking

Address 9401 Indianhead Highway, Oxon Hill, Md. 20022

Name of Person to Contact Mr. Robert E. Noll

Telephone No. 248-3500 No. of People Employed 60

Will you allow a group of students to visit your place of  
business? yes How Many? Groups 15 to 30

Elementary Junior High Senior High

How long would it take? 30-45 Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? Five to Ten per year

Can you recommend a retired person who can offer expertise  
in his field to students? yes

Names of Professional Organizations and Trade  
Associations American Bankers Assoc., Maryland Bankers  
Assoc., Bank Administration Institute, American Institute  
of Banking



# Communication & Media

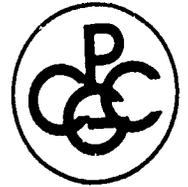
Ms. Katha T. Parrish  
Arbitron  
4320 Ammendale Road  
Beltsville, Maryland 20705  
937-3500

Mr. Charles Livingston  
C & P Telephone Company  
Wheaton Plaza Office Building, South  
Wheaton, Maryland 20902  
468-3438

Mr. George H. Swisher  
Manager, Printing Services  
Prince George's County Public Schools  
Upper Marlboro, Maryland 20870  
627-4800, Ext. 228

Mr. Largent  
Prince George's Post  
4623 Baltimore Avenue  
Hyattsville, Maryland  
779-2900

Mr. Stephen Broderick  
Kiplinger Washington Editors, Inc.  
3401 East-West Highway  
Hyattsville, Md.  
298-6400, Ext. 439



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
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Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Arbitron (Subsidiary Control Data)

Type of Business TV and Radio Ratings

Address 4320 Ammendale Road, Beltsville, Maryland 20705

Name of Person to Contact Ms. Katha T. Parrish

Telephone No. 937-3500 No. of People Employed 290 to 490

Will you allow a group of students to visit your place of  
business? yes How Many? Unlimited

Elementary Junior High X Senior High

How long would it take? About One Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 15 to 20

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Administrative Management Society



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

- Clyde Grimm, *Chairman*  
Chamber of Commerce
- Lec Bowen  
Career Education Department
- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallye Pitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm C & P Telephone Company  
 Type of Business Communications  
 Address 719-13th Street, N.W., Washington, D. C. 20005  
 Name of Person to Contact Miss B. Jane Baldwin  
 Telephone No. 392-3209 No. of People Employed 11,855  
 Will you allow a group of students to visit your place of  
 business?  
yes How Many? Indefinite, but in groups of  
TEN  
 Elementary  Junior High  Senior High

How long would it take? Would vary according to how many  
jobs are observed.  
 Do you have field activities that can also be visited? yes  
 Would you permit one or more students to spend a day or more  
 observing your operations? Would consider individual cases

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
 Career Day Programs? yes  
 Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
 time? \* For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
 time to allow him to get first-hand knowledge of latest techniques?  
 \_\_\_\_\_

Do you ordinarily hire students for part-time work? yes, into our work-  
study program  
 Would you allow students to work for experience only? no, union probl.

Do you ordinarily hire high school graduates? yes

How Many Per Year? Varies greatly according to job openings.  
Currently placed on waiting list because of lack of openings.  
 Can you recommend a retired person who can offer expertise  
 in his field to students? Present employees would be available

\* No policy on this presently--  
 would consider individual  
 requests, however.

Names of Professional Organizations and Trade  
 Associations \_\_\_\_\_  
 for this.



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
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Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm C & P Telephone Company of Maryland

Type of Business Communications

Address Wheaton Plaza Office Building, South  
Wheaton, Maryland 20902

Name of Person to Contact C. R. Livingston

Telephone No. 468-3438 No. of People Employed \_\_\_\_\_

Will you allow a group of students to visit your place of  
business? \_\_\_\_\_

yes How Many? Unstructured

\_\_\_\_ Elementary \_\_\_\_ Junior High \_\_\_\_ Senior High

How long would it take? Varies

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? Possibly

\_\_\_\_ Elementary \_\_\_\_ Junior High \_\_\_\_ Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

X Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
possibly

Do you ordinarily hire students for part-time work? Infrequently

Would you allow students to work for experience only? Possibly

Do you ordinarily hire high school graduates? yes

How Many Per Year? varies

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS

- Clyde Gumm, *Chairman*  
Chamber of Commerce
- Lee Bowen  
Career Education Department
- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- May Donnell  
Chamber of Commerce
- Sally Litts  
Career Education
- Lesley Kremer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Kiplinger Washington Editors, Inc.

Type of Business Publishing

Address 3401 East-West Highway,

Name of Person to Contact Stephen Broderick

Telephone No. 298-6400, Ext. 439 No. of People Employed 510

Will you allow a group of students to visit your place of  
business? yes How Many? Not over 30 at a time.

Elementary X Junior High X Senior High

How long would it take? One to Three Hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes, for short periods

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes, it depends on

How Many <sup>job requirements</sup> Per Year? 10-25 full time. In busy season  
large numbers of part time and night work.

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



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Board of Education

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Name of Firm NASA - Goddard Space Flight Center  
Type of Business U. S. Government, Research & Development  
Facility

Address Greenbelt, Maryland 20771

Name of Person to Contact Mr. O'Leary

Telephone No. 982-4101 No. of People Employed 3800

Will you allow a group of students to visit your place of  
business?

yes How Many? 30 to 60

Elementary  Junior High  Senior High

How long would it take? From 90 minutes to 2 Hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? NO For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? About 60, mostly in clerical jobs

Can you recommend a retired person who can offer expertise  
in his field to students? Would depend on your needs and persons  
willingness

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



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Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Prince George's Post

Type of Business Newspaper

Address 4623 Baltimore Avenue, Hyattsville, Md.

Name of Person to Contact Mr. Largent

Telephone No. 779-2900 No. of People Employed 10

Will you allow a group of students to visit your place of  
business? yes How Many? Small groups - 10 or less

Elementary X Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? no

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
\_\_\_\_\_

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Two

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_

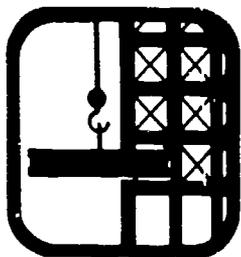
## SURVEY SHEET FOR CAREER CONSULTANTS

Thank you for taking time from a busy schedule to work with the teachers, guidance counselors and students of the Prince George's County Schools. Your efforts are appreciated. Please respond to the following questions - it is felt this form might help us coordinate our career efforts.

1. Are you or a member of your staff available to speak to student groups?  
 day       evening       elementary     junior     senior
  
2. Do you wish to coordinate this effort through:  
 Office of Career Education       Requesting School
  
3. Can your company or place of business entertain field trips?  
 Elementary      10-20 Size of Group  
 Junior High      1 Hr. Length of Time  
 Senior High
  
4. Can you accommodate a student(s) in a work situation?  
 Paid       1 Day  
 For Experience Only       Several Days
  
5. Are films or other audiovisual materials available through your office?  
 Film       Other (describe)
  
6. Can you supply written materials about your career area?  
 Yes       No
  
7. Please make any comments or suggestions that might help us upgrade our program.

Contact:  
George H. Swisher  
Manager, Printing Services  
Prince George's County Public Schools  
627-4800, 228

LEE BOWEN  
Supervisor of Career Education  
K-12  
Career Education Department  
627-4800, Extension 271



# Construction

Mr. B. Hirschman  
Laurel Concrete Products, Inc.  
Rt. 198 & Gunpowder Road  
Laurel, Md. 20810  
953-2595

Mr. Les Smith  
Ben Dyer Associated, Inc.  
10210 Greenbelt Road  
Seabrook, Maryland 20801  
794-6600

Mr. Ray M. Thompson  
Hawkins Electric Service, Inc.  
4307 Gallatin Street  
Hyattsville, Md. 20781  
927-0900

Mr. A. J. O'Mara  
Mr. Richard Reed  
Greenhorne & O'Mara, Inc.  
6715 Kenilworth Avenue  
Riverdale, Maryland

Mr. Wilton T. Jowett, Sr.  
Jowett, Inc.  
6311 Allentown Road  
Camp Springs, Md.  
449-4300

Mr. George F. Warner  
Plumbing and Heating  
101 Q Street, N. E.,  
Washington, D. C.  
635-9610

Mr. Joseph S. Chopp, V. P.  
Brandt Roof Trusses, Inc.  
P. O. Box 227  
Brandywine, Md. 20613  
372-8186

Mr. Philip L. VanderMyde  
VVKR Partnership, Architects  
6505 Belcrest Road  
Hyattsville, Maryland  
779-1404

Mr. Russell D. Maske  
W. B. Maske Sheet Metal Works, Inc.  
4505 Baltimore Avenue  
Bladensburg, Md. 20710  
927-3412

Mr. John Tucker  
Educational Coordinator  
Associated Builders & Contractors  
912 Thayer Avenue  
Silver Spring, Md. 20910  
589-5303 -

Mr. Clyde Grimm, Architect  
Lawrence & Grimm Associates  
7411 Riggs Road  
Adelphi, Maryland  
439-9800

Mr. Peter T. Noon  
Reinforcing Rodmen Local Union  
No. 201  
Joint Apprenticeship Committee  
1507 Rhode Island Avenue  
Washington, D. C. 20018  
529-6226



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

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Chamber of Commerce

Lee Bowen  
Career Education Department

Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Ben Dyer Associated, Inc.

Type of Business Civil Engineering

Address 10210 Greenbelt Road, Seabrook, Md. 20801

Name of Person to Contact Mr. Les Smith

Telephone No. 794-6600 No. of People Employed 70

Will you allow a group of students to visit your place of  
business?

yes How Many? 15 - 20

Elementary Junior High X Senior High

How long would it take? About one hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? Yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? Day at a time

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Varies (2-10)

Can you recommend a retired person who can offer expertise  
in his field to students?

Names of Professional Organizations and Trade  
Associations A. S. C. E. ; N. S. P. E. ; SMHBA.



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
Career Education Department

Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Pitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Brandt Roof Trusses, Inc.

Type of Business Manufacturer Wood Roof Trusses

Address P. O. Box 227, Brandywine, Md. 20613

Name of Person to Contact Joseph S. Chopp, V.P.

Telephone No. 372-8186 No. of People Employed 135

Will you allow a group of students to visit your place of  
business? yes How Many? 1 classroom/visit

Elementary  Junior High  Senior High

How long would it take? 30 minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? Not Preferred

Do you ordinarily hire high school graduates? yes

How Many Per Year? Ten

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations PGCC, Nat. Assoc. Home Mfgs. ; Wash. Home  
Bldrs. Assn. ; Hoo-Hoo International



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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Greenhorne & O'Mara, Inc.

Type of Business Engineers, Architects, Planners, Surveyors

Address 6715 Kenilworth Avenue, Riverdale, Md.

Name of Person to Contact A. J. O'Mara, Richard Reed

Telephone No. 277-2121 No. of People Employed 170

Will you allow a group of students to visit your place of  
business? yes How Many? 25 +

X Elementary X Junior High X Senior High

How long would it take? 1 - 2 hours

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? yes

     Elementary      Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

X Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long?                     

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

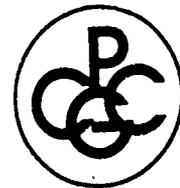
Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? 2 or 3

Can you recommend a retired person who can offer expertise  
in his field to students?                     

Names of Professional Organizations and Trade  
Associations ACEC, ASCE, AWWA, APWA, AIP, AIA  
ACSM



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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Hawkins Electric Service, Inc.

Type of Business Electrical Contractor

Address 4307 Gallatin Street, Hyattsville, Md. 20781

Name of Person to Contact Ray M. Thompson

Telephone No. 927-0900 No. of People Employed 35

Will you allow a group of students to visit your place of  
business?

yes How Many? Max. 15

Elementary X Junior High X Senior High

How long would it take? 15 to 20 min.

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Maybe one average

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



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- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sally Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Milk  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Jowett, Inc.

Type of Business Mechanical Contractor(plumbing, heating, air conditioning)

Address 6311 Allentown Road, Camp Springs, Md.

Name of Person to Contact Wilton T. Jowett, Sr.

Telephone No. 449-4300 No. of People Employed 50 to 100

Will you allow a group of students to visit your place of business?  
yes How Many? 10 to 20  
 Elementary  Junior High  Senior High

How long would it take? 15 or 20 minutes

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more observing your operations? yes  
 Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in Career Day Programs? yes  
 Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of time? yes For How Long? One Day

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

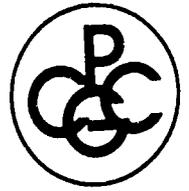
Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? One or two

Can you recommend a retired person who can offer expertise in his field to students? Can Find One

Names of Professional Organizations and Trade Associations Mechanical Contractors Assoc., Steamfitters Local #602, Plumbers Local # 5



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Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallye Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Laurel Concrete Products, Inc.

Type of Business Mfgr. Precast Concrete

Address Rt. 198 & Gunpowder Road - Laurel, Md.

Name of Person to Contact Mr. B. Hirschman

Telephone No. 953-2595 No. of People Employed 50

Will you allow a group of students to visit your place of  
business?

yes How Many? 20

Elementary X Junior High X Senior High

How long would it take? 2 hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? ?

Do you ordinarily hire high school graduates? yes

How Many Per Year? Varies

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Prestressed Concrete Institute



PRINCE GEORGE'S COUNTY SCHOOLS  
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Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm W. B. Maske Sheet Metal Works, Inc.

Type of Business Sheet Metal - Air Conditioning

Address 4505 Baltimore Avenue, Bladensburg, Md. 20710

Name of Person to Contact Russell D. Maske

Telephone No. 927-3412 No. of People Employed 49

Will you allow a group of students to visit your place of business?  
yes How Many? 15

Elementary X Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? No

Would you permit one or more students to spend a day or more observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 1 or 2

Can you recommend a retired person who can offer expertise in his field to students? no

Names of Professional Organizations and Trade Associations Associated Builders & Contractors  
Silver Spring, Md.



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Career Education Department

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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm VVKR Partnership

Type of Business Architecture

Address 6505 Belcrest Road, Hyattsville, Md.

Name of Person to Contact Phillip L. VanderMyde

Telephone No. 779-1404 No. of People Employed 12

Will you allow a group of students to visit your place of  
business?

yes How Many? 6 to 10

Elementary  Junior High  Senior High

How long would it take? 30 Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? Sometimes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? One

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations American Institute of Architects



# *Consumer and Homemaking Education*

PEPCO  
1900 Pennsylvania Avenue, N. W.,  
Washington, D. C. 20006  
Attention: Public Information Dept.  
872-3570

Ms. Linda Brighman  
Maryland School of Art & Design  
640 University Boulevard  
Silver Spring, Maryland 20901  
439-7200

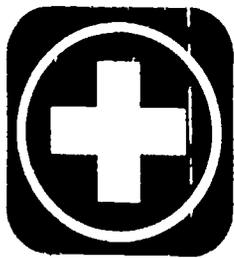


# FINE ARTS & HUMANITIES

Mrs. Mary Brown and/or  
Mary Pearson  
Coordinators,  
Wolf Trap Farm  
1551 Trap Road  
Vienna, Virginia 22180  
654-3060 or 938-3810

Personal contacts with the following are recommended:

Smithsonian Institution  
National Portrait Gallery  
Kennedy Center for Performing Arts



# HEALTH

Mrs. Dorothy Wheeler  
Director of Personnel  
Greater S. E. Community Hospital  
1310 Southern Avenue, S. E.,  
Washington, D. C. 20032  
574-6641

Mr. Stuart H. Kanowitz  
Manor Care Nursing Home  
6500 Riggs Road  
Hyattsville, Md.  
559-0300

Dr. R. M. Lynn  
Lynn Animal Hospital  
6215 Baltimore Boulevard  
Riverdale, Maryland  
779-1184

Dr. A. C. Brown  
Beltsville Veterinary Hospital  
4246 Powder Mill Road  
Beltsville, Md. 20705  
937-3020

Mrs. Marjorie Saltzgeber  
Director, Nurses Training  
Greater S. E. Community Hospital  
1310 Southern Avenue, S. E.,  
Washington, D. C. 20032  
574-6647

Mrs. Wendy Berry  
Dental Assistant  
5418 Oxon Hill Rd., Suite 507  
Oxon Hill, Md. 20021  
567-1991 (Thursday Only)

Miss Brenda House  
Public Relations Department  
Washington Hospital Center  
110 Irving Street, N. W.,  
Washington, D. C. 20010  
541-6301

Mrs. June Mathis  
Director of Volunteer Services  
Prince George's General Hospital  
Cheverly, Maryland 20785  
341-3300

Dr. Sambhu Banik  
Chief Psychologist & Director of  
Training  
Mental Health Division  
Glenn Dale Hospital  
Glenn Dale, Maryland  
577-6000

Dr. Frederick Weinstein, DDS  
1003 4th Street  
Laurel, Maryland 20810  
725-0131

Mr. Merritt Lehman  
Clinic Manager  
Group Health Association  
New Hampshire & East-West Highway  
Hyattsville, Maryland  
965-2000

Dr. Thurman Evans  
Bureau of Health Manpower, NIH  
Building 31, Room C-27  
Bethesda, Maryland  
496-6344

Mr. Alfred Witcher  
Bureau of Health Manpower  
National Institute of Health  
Building 31, Room C-27  
Bethesda, Maryland  
496-6344

Dr. James McCleod  
Veterinarian  
Coolridge Animal Hospital  
6801 Old Branch Avenue  
Camp Springs, Maryland 20031  
449-1610

Mrs. Ruth Shapiro  
Social Work Consultant  
Prince George's County Health Dept.  
Cheverly, Maryland  
773-1400, Ext. 298

The Bryman School  
Paraprofessional Medical  
Training School  
32 West Road  
Baltimore, Md. 21204  
Attention: Mr. Gordon Daws  
301-821-5222



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

- Clyde Grimm, *Chairman*  
Chamber of Commerce
- Lee Bowen  
Career Education Department
- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallye Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Beltsville Veterinary Hospital, Inc.

Type of Business Veterinary Hospital

Address 4246 Powder Mill Road, Beltsville, Md. 20705

Name of Person to Contact Dr. A. C. Brown

Telephone No. 937-3020 No. of People Employed 20-25

Will you allow a group of students to visit your place of  
business?

yes How Many? 10-15

Elementary  Junior High  Senior High

How long would it take? 1 Hour + or -

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? 2-3

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Maryland Veterinary Medical Assoc., PG Co.  
Veterinary Medical Assoc.



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Chamber of Commerce
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Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Greater Southeast Community Hospital  
 Type of Business General, non-profit hospital  
 Address 1310 Southern Avenue, S. E., Washington, D. C.  
 Name of Person to Contact (Mrs.) Dorothy S. Wheeler, Director  
Personnel and P. R.  
 Telephone No. 574-6641 No. of People Employed 1,500

Will you allow a group of students to visit your place of  
business?  
yes How Many? 10 - 40 at one time  
Elementary X Junior High X Senior High

How long would it take? Program and Tour - 2 hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? Depends on Students  
Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes  
X Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? 1/2 day only

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
possibly

Do you ordinarily hire students for part-time work? In some areas

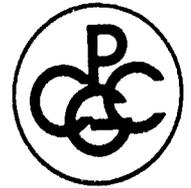
Would you allow students to work for experience only? yes  
(We have a teenage volunteer program.)  
Do you ordinarily hire high school graduates? yes

How Many Per Year? Not sure.

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Many (too numerous to mention).





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Chamber of Commerce
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Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Manor Care Hyattsville

Type of Business Nursing Home

Address 6500 Riggs Road, Hyattsville

Name of Person to Contact Stuart H. Kanowitz

Telephone No. 559-0300 No. of People Employed 125

Will you allow a group of students to visit your place of  
business?

yes How Many? 10 at a time

Elementary \*X Junior High X Senior High  
\*8 or 9th gr.

How long would it take? 45 minutes to an hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary \*X Junior High X Senior High  
\*8 or 9th gr.

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? One day at a time.

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Average 5 to 10 per month

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations American Nursing Home Assoc., Health Fac. Asso  
of Md., American College of Nursing Home Administrators



# Hospitality & Recreation

Ms. Louise Hughes  
Maryland National Capital Park &  
Planning  
6600 Kenilworth Avenue  
Riverdale, Maryland  
277-2200

Mrs. Louisa J. Whittaker  
Field Director - Girl Scouts  
Rt. 2, Box 154  
Waldorf, Maryland 20601  
949-4800

Marriott Corporation  
5161 River Road  
Washington, D. C. 20016  
986-5444

Mr. Blaine Griffith  
Patuxent Outdoor Programs  
Upper Marlboro, Maryland 20870  
627-6075

American Motel School  
Washington Office  
2460 Eisenhower Drive  
Alexandria, Virginia 22314  
(703) 960-2944

Club Managers Association of  
America  
5530 Wisconsin Avenue  
Washington, D. C. 20015  
(301) 657-3670



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Chamber of Commerce
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Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Girl Scouts of America

Type of Business \_\_\_\_\_

Address Route 2, Box 154 Waldorf, Md. 20601

Name of Person to Contact Louisa J. Whittaker, Field Director

Telephone No. 843-0215 No. of People Employed \_\_\_\_\_

Will you allow a group of students to visit your place of  
business?

yes (Field Direct. How Many? Call Ahead  
office)  
 Elementary  Junior High  Senior High

How long would it take? To be worked out

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? N/A

How Many Per Year? N/A

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations GSA



# MANUFACTURING

Mr. Howard E. Whitemore  
Stone Industrial Corporation  
51st Avenue and Cree Lane  
College Park, Maryland 20740  
474-3100

Mr. R. P. Milbourne  
Acme Iron Works, Inc.  
4900 Frolich Lane  
Hyattsville, Maryland  
322-3900



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Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Acme Iron Works, Inc.

Type of Business Metal Fabricating

Address 4900 Frolich Lane, Hyattsville, Md.

Name of Person to Contact R. P. Milbourne

Telephone No. 322-3900 No. of People Employed 40

Will you allow a group of students to visit your place of  
business?

How Many? \_\_\_\_\_  
 Elementary     Junior High     Senior High

How long would it take? 1/2 to One Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? \_\_\_\_\_

\_\_\_\_\_ Elementary    \_\_\_\_\_ Junior High     Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? We have done this in the past with little

\_\_\_\_\_ Elementary    \_\_\_\_\_ Junior High     Senior High  
success

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
\_\_\_\_\_

Do you ordinarily hire students for part-time work? no

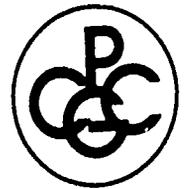
Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations numerous



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

- Clyde Grimm, *Chairman*  
Chamber of Commerce
- Lee Bowen  
Career Education Department
- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallye Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Stone Industrial Corporation

Type of Business Manufacturing

Address 51st Ave., and Cree Lane, College Park, Md. 20740

Name of Person to Contact Howard E. Whittemore

Telephone No. 474-3100 No. of People Employed \_\_\_\_\_

Will you allow a group of students to visit your place of  
business? \_\_\_\_\_

no How Many? \_\_\_\_\_

\_\_\_\_ Elementary \_\_\_\_ Junior High \_\_\_\_ Senior High

How long would it take? --

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

\_\_\_\_ Elementary \_\_\_\_ Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

\_\_\_\_ Elementary \_\_\_\_ Junior High \_\_\_\_ Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
\_\_\_\_\_

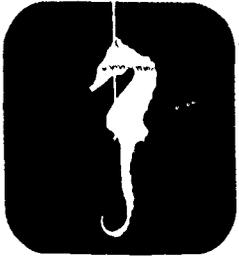
Do you ordinarily hire students for part-time work? Two work-study  
students presently working-Data Processing & Maintenance.  
Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? no

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



# MARINE SCIENCE

Dr. John Gilheany, Director  
Continuing Education and Services  
Catholic University  
620 Michigan Avenue, N. E.,  
Washington, D. C. 20017  
(Marine Biology)  
635-5256

Smithsonian Institute, Oceanography



## Marketing & Distribution

Mr. E. C. Moore  
J. C. Penney Company  
5209 Indian Head Highway  
Oxon Hill, Md. 20021  
567-1720

Mr. Paul A. Gwynn  
Clinton Motor Co., Inc.  
9001 Old Branch Avenue  
Clinton, Maryland  
868-1000

Mr. J. Allison Ballenger Sr.  
Ballenger Buick Inc.  
500 Washington Blvd.  
Laurel, Md. 20810  
725-0500 - 953-2727

Mr. Groves  
Wall Products Company  
5335 Kilmer Place  
Bladensburg, Maryland  
927-9440

Mr. George Tippet  
Lowe Chevrolet Inc.  
Rt. 4 & 301  
Upper Marlboro, Maryland 20870  
627-5700

Mr. Albert Phillips  
Phillips Machinery & Supply Co.  
4910 Lehigh Road  
College Park, Md.  
277-0418

Mr. William Irwin Buck  
Buck Distributing Co., Inc.  
4606 Largo Road  
Upper Marlboro, Md.  
952-0400

Mr. Brooks  
Virginia Paper Company  
3310 75th Avenue  
Landover, Maryland  
341-5700

Mr. Verne C. Wolf, Training Supervisor  
Drug Fair, Inc.  
6295 Edsall Road  
Alexandria, Virginia 22314  
370-7818

Mr. Roy Burgess  
Burgess Electric Supply Company  
3601 Forestville Road  
Forestville, Maryland  
736-2292

Mr. R. S. Boettinger, Sr.  
Koll Distributors, Inc.  
10765 Tucker Street  
Beltsville, Maryland  
937-4330

Mr. Willis E. Stephens  
Hechinger Company  
901 17th Street, N. E.,  
Washington, D. C. 20002  
399-1071

Mr. T. McCartney, Personnel Mgr.  
Sears, Roebuck and Company  
2101 Brightseat Road  
Landover, Maryland 20785  
322-7100

Mr. Wayne H. Austin  
Volkswagen of America, Inc.  
9300 George Palmer Highway  
Lanham, Maryland  
577-2600

Mr. Ronald Friedlander  
Halperin Distribution Corp.  
2421 Schuster Drive  
Cheverly, Md. 20781  
322-3040

Mr. S. G. Nicholson  
Palmer Ford, Inc.  
5520 Jamestown Road  
Hyattsville, Md.  
559-7000

Mr. Marion Vowell, Gen. Mgr.  
The Grand Union Company  
7000 Sheriff Road  
Landover, Maryland 20785  
772-6800. Ext. 203

Fairfield Farms Kitchens  
5200 Addison Road  
Beaver Heights, Maryland  
986-7282

Mr. Edward Friedson  
Standard Pontiac Inc.  
7125 Baltimore Avenue  
College Park, Maryland  
277-4282

Mr. H. W. Ewing, Jr., President  
Ewing Volkswagen, Inc.  
2000 Brightseat Road  
Landover, Maryland 20785  
322-2220

Ms. Elaine Robey  
The Hecht Company  
7th and F Streets, N. W.,  
Washington, D. C.  
608-5100

Mr. John LeMay  
Drug Fair  
6315 Bren Mar Drive  
Alexandria, Virginia 22314  
354-2100

Mr. Paul Weisman, Sales Represent.  
Educational Resources, Inc.  
612 Chichester Lane  
Silver Spring, Md. 20904  
(301) 384-8287



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

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Edwin Crawford  
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Mary Donnelly  
Chamber of Commerce

Salle Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Ballenger Buick, Inc.  
Type of Business New and Used Car Sales & Service  
Address 500 Washington Boulevard, Laurel, Md. 20810  
Name of Person to Contact Mr. J. Allison Ballenger, Sr.  
725-0500  
Telephone No. 953-2727 No. of People Employed 42

Will you allow a group of students to visit your place of  
business?  
yes How Many? No Limit

X Elementary X Junior High X Senior High

How long would it take? As long as necessary

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

X Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? yes, limited. For How Long? A Day at a Time  
no.

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Two

Can you recommend a retired person who can offer expertise  
in his field to students? Not at present time.

Names of Professional Organizations and Trade  
Associations National Automobile Dealer's Assoc.  
Maryland Automobile Direct. Assoc., Inc.



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Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Buck Distributing Co., Inc.

Type of Business Wholesale Beer

Address 4606 Largo Road, Upper Marlboro, Md.

Name of Person to Contact William Irwin Buck

Telephone No. 952-0400 No. of People Employed 45

Will you allow a group of students to visit your place of  
business?

yes How Many? 25

Elementary Junior High X Senior High

How long would it take? \_\_\_\_\_

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS

CHAMBER OF COMMERCE

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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Burgess Electric Supply Co.

Type of Business Electric & Lighting Supplies

Address 3601 Forestville Road, Forestville, Md.

Name of Person to Contact Roy Burgess

Telephone No. 736-2292 No. of People Employed 15

Will you allow a group of students to visit your place of  
business?

yes How Many? 12

Elementary X Junior High X Senior High

How long would it take? 1/2 Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? Yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Two

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Lions Club



PRINCE GEORGE'S COUNTY SCHOOLS  
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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Clinton Motor Co., Inc.

Type of Business Automobile Sales & Service

Address 9001 Old Branch Avenue, Clinton, Maryland

Name of Person to Contact Paul A. Gwynn

Telephone No. 868-1000 No. of People Employed 34

Will you allow a group of students to visit your place of  
business?

yes How Many? 10 - 15

Elementary  Junior High  Senior High

How long would it take? 45 Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? NA

Can you recommend a retired person who can offer expertise  
in his field to students? yes

Names of Professional Organizations and Trade  
Associations NADA - Maryland Auto Assoc.



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Career Education Department

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Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie I ttt  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Drug Fair, Inc.

Type of Business Retail Drug

Address 6295 Edsall Road, Alexandria, Virginia 22314

Name of Person to Contact Verne C. Wolfe, Training Supervisor

Telephone No. 370-7818 No. of People Employed 500

Will you allow a group of students to visit your place of  
business?

yes How Many? 30

Elementary Junior High X Senior High

How long would it take? 1 1/2 Hours

Do you have field activities that can also be visited? stores

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
\_\_\_\_\_

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS  
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Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sally Fitts  
Career Education

Lestley Kremer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Ewing Volkswagen, Inc.

Type of Business New Car Dealer

Address 2000 Brightseat Road, Landover, Md. 20785

Name of Person to Contact H. W. Ewing, Jr., President

Telephone No. 322-2220 No. of People Employed 52

Will you allow a group of students to visit your place of business?  
yes How Many? 25

Elementary  Junior High  Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques?  
Possibly

Do you ordinarily hire students for part-time work? Occasionally

Would you allow students to work for experience only? possibly

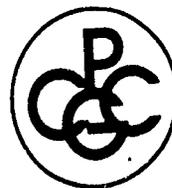
Do you ordinarily hire high school graduates? yes

How Many Per Year? Varies

Can you recommend a retired person who can offer expertise in his field to students? no

Names of Professional Organizations and Trade Associations NADA, ATANCA, ATAM, PG CHAMBER,

MARYLAND STATE CHAMBER, AIADA, SEVWDA



PRINCE GEORGE'S COUNTY SCHOOLS  
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Career Education Department
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Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallye Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm The Grand Union Company

Type of Business Grocery Retail Chain

Address 7000 Sheriff Road, Landover, Maryland 20785

Name of Person to Contact Mr. Marion Vowell, Gen. Mgr.

Telephone No. 772-6800, Ext. 203 No. of People Employed Approx. 2,500

Will you allow a group of students to visit your place of business?  
yes How Many? Up to 25 w/Counselors

X Elementary X Junior High X Senior High

How long would it take? Two Hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more observing your operations? yes

X Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in Career Day Programs? n/a

       Elementary        Junior High        Senior High

Could you loan personnel to the school system for a period of time? n/a For How Long?       

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

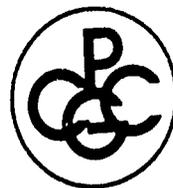
Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Unknown

Can you recommend a retired person who can offer expertise in his field to students? no

Names of Professional Organizations and Trade Associations Board of Trade - National Alliance of Businessman



PRINCE GEORGE'S COUNTY SCHOOLS  
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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Halperin Distrib. Corp.

Type of Business Perishable Food Distributor

Address 2421 Schuster Drive, Cheverly, Md. 20781

Name of Person to Contact Ronald Friedlander

Telephone No. 322-3040 No. of People Employed 90

Will you allow a group of students to visit your place of  
business?

yes How Many? Ten

Elementary Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? No

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 5-6

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations National Food Distrib. Assn.



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Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Hechinger Company

Type of Business Home Center Retail

Address 901 17th Street, N. E., Washington, D. C. 20002

Name of Person to Contact Willis E. Stephens

Telephone No. 399-1071 No. of People Employed Over 1000

Will you allow a group of students to visit your place of  
business?

yes How Many? 10

Elementary Junior High X Senior High

How long would it take? 30 Minutes

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? Not this year - noone available

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
Possibly, depends upon specifics.

Do you ordinarily hire students for part-time work? yes - over 16

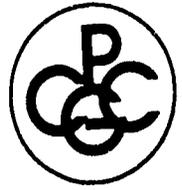
Would you allow students to work for experience only? possibly

Do you ordinarily hire high school graduates? yes

How Many Per Year? No specific number

Can you recommend a retired person who can offer expertise  
in his field to students? not at this time

Names of Professional Organizations and Trade  
Associations Board of Trade - NHRA



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Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm The Hecht Company

Type of Business Retail Department Store

Address 7th and F Streets, N. W.,

Name of Person to Contact Elaine Robey

Telephone No. 628-5100 No. of People Employed 6000

Will you allow a group of students to visit your place of  
business?

yes How Many? 20

Elementary Junior High X Senior High

How long would it take? 1 - 1/2 hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

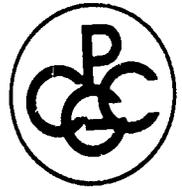
Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



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Career Education

Ledev Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm J. C. Penney Co.

Type of Business Retail

Address 5209 Indian Head Highway, Oxon Hill, Md. 20021

Name of Person to Contact Mr. E. C. Moore

Telephone No. 567-1720 No. of People Employed 140

Will you allow a group of students to visit your place of  
business?  
yes How Many? 6

Elementary Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long?

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? Six

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations:



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Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Koll Distributors, Inc.

Type of Business Wholesale Hardware & Housewares

Address 10765 Tucker Street, Beltsville, Md.

Name of Person to Contact R. S. Boettinger, Sr.

Telephone No. 937-4330 No. of People Employed 12

Will you allow a group of students to visit your place of  
business?

yes How Many? 10

Elementary  Junior High  Senior High

How long would it take? 30 Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary  Junior High  Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? Four

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Prince George's Chamber of Commerce



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

- Clyde Grimm, *Chairman*  
Chamber of Commerce
- Lée Bowen  
Career Education Department
- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallie Fitts  
Career Education
- Lestley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Lowe Chevrolet, Inc.

Type of Business Automobile Dealership

Address Rt. 4 and 301, Upper Marlboro, Maryland

Name of Person to Contact George Tippet

Telephone No. 627-5700 No. of People Employed 65

Will you allow a group of students to visit your place of  
business? yes How Many? 10

Elementary X Junior High X Senior High

How long would it take? ?

Do you have field activities that can also be visited? \_\_\_\_\_

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? 6 to 8

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



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Board of Education
- Sue Milk  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Palmer Ford, Inc.

Type of Business Auto Sales and Repair

Address 5520 Jamestown Road, Hyattsville, Md.

Name of Person to Contact Mr. S. G. Nicholson

Telephone No. 559-7000 No. of People Employed 90

Will you allow a group of students to visit your place of  
business?  
yes How Many? 25-30 at a time

Elementary X Junior High X Senior High

How long would it take? 3/4 Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? n/a

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Md. Auto Trade Assn. - Auto Trade National  
Capital Area, Wash. Executive Club, National Automobile Dealers  
Assn. Automotive Organizational Team



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Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
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Name of Firm Phillips Machinery & Supply Co.

Type of Business Machine Tool and Industrial Supply Dist.

Address 4910 Lehigh Road, College Park, Md.

Name of Person to Contact Albert Phillips

Telephone No. 277-0418 No. of People Employed 31

Will you allow a group of students to visit your place of  
business?

yes How Many? 10

Elementary Junior High X Senior High

How long would it take? Two Hours

Do you have field activities that can also be visited? No

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? Day or Two

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? \_\_\_\_\_

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations: American Machine Tool Distributors Assn.  
National Industrial Distributors Assn.



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Career Education
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Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Sears, Roebuck and Company

Type of Business Retail

Address 2101 Brightseat Road, Landover, Maryland 20785

Name of Person to Contact Mr. T. McCartney, Personnel Mgr.

Telephone No. 322-7100 No. of People Employed \_\_\_\_\_

Will you allow a group of students to visit your place of  
business? yes How Many? 15

Elementary Junior High X Senior High

How long would it take? 1 Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? Yes-w/Parent Office approval

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
Yes, with parent office approval

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Washington Board of Trade, PG County  
Chamber of Commerce, Maryland Retail Merchants  
Association



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Chamber of Commerce
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- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Standard Pontiac Inc.

Type of Business Automobile Dealership

Address 7125 Baltimore Avenue, College Park, Md.

Name of Person to Contact Edward Friedson

Telephone No. 277-4282 No. of People Employed 58

Will you allow a group of students to visit your place of business?  
yes How Many? To be worthwhile, the no. should be no more than 5.  
Elementary Junior High X Senior High

How long would it take? Depending on the depth of the visit.  
We operate service sales parts.  
Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more observing your operations? yes  
Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in Career Day Programs? yes  
Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques? yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise in his field to students? no

Names of Professional Organizations and Trade Associations Washington Automotive Trade  
General Motors Training Center



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Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kremer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Virginia Paper Co.,

Type of Business Wholesale Distributor of Printing Papers

Address 3310 75th Avenue, Landover, Maryland

Name of Person to Contact Mr. Brooks

Telephone No. 341-5700 No. of People Employed 35

Will you allow a group of students to visit your place of  
business?

yes How Many? 20-25

     Elementary      Junior High   X   Senior High

How long would it take? 1/2 Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

     Elementary      Junior High   X   Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? ??

     Elementary   X   Junior High      Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long?     

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? some

How Many Per Year?     

Can you recommend a retired person who can offer experience  
in his field to students?     

Names of Professional Organizations and Trade  
Associations: Printing Industry of Wash.  
Printing Industry of America



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Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Volkswagen of America, Inc.

Type of Business Wholesaler - Distributor

Address 9300 George Palmer Highway, Lanham, Md.

Name of Person to Contact Wayne H. Austin

Telephone No. 577-2600 No. of People Employed 230

Will you allow a group of students to visit your place of  
business?

no How Many? \_\_\_\_\_

Elementary Junior High Senior High

How long would it take? \_\_\_\_\_

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 10

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations: \_\_\_\_\_



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Chamber of Commerce

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Chamber of Commerce

Sally Erfts  
Career Education

Ledy Kremer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Wall Products Company

Type of Business Distributors-Formica and Paneling

Address 5335 Kilmer Place, Bladensburg, Md.

Name of Person to Contact Mr. Groves

Telephone No. 927-9440 No. of People Employed 20

Will you allow a group of students to visit your place of  
business?

yes How Many? 20

X Elementary X Junior High X Senior High

How long would it take? 1/2 Hour

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

     Elementary      Junior High      Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

X Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? One Day

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year?                     

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations



## **PERSONAL SERVICES**

Mrs. Blake  
Hollywood Beauty School  
9811 Rhode Island Avenue  
Hollywood, N. College Park  
Maryland,  
345-7088

Mrs. Mary Donnelly  
Kenmar Employment Service  
3737 Branch Avenue  
Hillcrest Heights, Maryland  
423-4522

Robert E. Wilhelm Funeral Home  
4308 Suitland Road, S. E.,  
Suitland, Maryland  
736-1616

Ms. Elaine Bender  
Washington Opportunity for Women  
1111 20th Street, N. W.,  
Washington, D. C. 20036  
872-8097

## SURVEY SHEET FOR CAREER CONSULTANTS

Thank you for taking time from a busy schedule to work with the teachers, guidance counselors and students of the Prince George's County Schools. Your efforts are appreciated. Please respond to the following questions - it is felt this form might help us coordinate our career efforts.

1. Are you or a member of your staff available to speak to student groups?  
 day       evening       elementary       junior       senior
2. Do you wish to coordinate this effort through:  
 Office of Career Education       Requesting School
3. Can your company or place of business entertain field trips?      No  
 Elementary       Size of Group  
 Junior High       Length of Time  
 Senior High
4. Can you accommodate a student(s) in a work situation?      No  
 Paid       1 Day  
 For Experience Only       Several Days
5. Are films or other audiovisual materials available through your office?  
 Film       Other (describe)  
Slide Projection with speaker
6. Can you supply written materials about your career area?  
 Yes       No
7. Please make any comments or suggestions that might help us upgrade our program.

Robert E. Wilhelm Funeral Home  
4308 Suitland Road  
Suitland, Maryland 20023  
736-1616

LEE BOWEN  
Supervisor of Career Education  
K-12  
Career Education Department  
627-4800, Extension 271



# PUBLIC SERVICE

Mr. Robert Glickert  
Prince George's County Public Schools  
Classified Personnel  
Upper Marlboro, Md. 20870  
627-5305

Ms. Betty Ford  
Potomac Electric Power Company  
1900 Pennsylvania Ave., N. W.,  
Washington, D. C. 20006  
872-2101

Mr. John E. deKowzan  
States Attorney Office  
Upper Marlboro, Md. 20870  
627-3000, Ext. 483

Mr. Joseph F. Vallario, Jr.  
Attorney-At-Law  
6003 Saint Barnabas Road  
Oxon Hill, Maryland 20021  
248-2300

Mrs. Lynne Ciaramello  
13542 Youngwood Turn  
Bowie, Maryland 20715  
262-4972

Captain E. Henly  
Assistant Commander, Services Division  
U. S. Park Police  
1100 Ohio Drive  
Washington, D. C. 20242  
426-6741

Ms. Sarah Mann  
Washington Gas Light Company  
1100 H Street, N. W.,  
Washington, D. C. 20005  
624-6209

Ms. Donna Aldridge  
Machen & Aldridge (law firm)  
4328 Farragut Street  
Hyattsville, Md.  
779-5440

Honorable Pauline H. Menes  
3517 Marlborough Way  
College Park, Md. 20740

Honorable George E. Burgess  
U. S. Magistrate  
U. S. District Court  
6525 Belcrest Road, Rm. 400  
Hyattsville, Maryland 20782  
864-7640

Mrs. Philip Warner, President  
P. G. County League of Women Voters  
3303 Collier Road  
Adelphi, Md. 20783  
937-6454

Cpl. Roy L. Chiavacci  
Recruitment Section  
Maryland State Police  
Pikesville, Maryland 21208  
568-8101 (local call)

Trooper Nat Alston  
Maryland State Police  
Pikesville, Md. 21208  
568-8101 (local call)

The following officers, with their schools and areas of responsibility, may be reached at the address below:

Community Relations Division  
Prince George's County Police Department  
410 Addison Road  
Seat Pleasant, Md. 20027  
336-8800

- #1 Cpl. Robert Howard (High Point, Laurel, Northwestern)
- #2 Pvt. Samuel Gross (Parkdale, Northwestern, Cottage City)
- #3 Cpl. Paul Welch (Bowie, DuVal)
- #4 Pfc. Kenneth Savoid (Fairmont Heights, Bladensburg)
- #5 Pvt. Charles Morse (Central, Suitland)
- #6 Cpl. John Brooke (Potomac, Oxon Hill)
- #7 Pfc. Richard Donato (Crossland, Surrattsville, Friendly)
- #8 Cpl. James Murray (Largo, Frederick Douglass, Croom, Gwynn Park)

Job Opportunities  
Prince George's County  
Personnel Department  
Upper Marlboro, Maryland  
627-4747 or 627-4748

\*Prince George's County Department  
of Social Services  
Presidential Building  
6525 Belcrest Road  
Hyattsville, Maryland 20782

\*Employment Problems and Training for Employment - Telephone Numbers to Request a Service

Area I - 927-2198: Takoma Park; Langley Park; Chillum; Adelphi; Greenbelt; Laurel; Beltsville; College Park; Berwyn Heights; Riverdale; East Pines; Bladensburg; Mt. Rainier; Brentwood; Edmonston; Colmar Manor; Cottage City and Hyattsville.

Prince George's County Department of Social Services Employment Problems and Training for Employment Telephone Numbers to Request

Area II- 773-6332: Bowie; Lanham; Carrollton; Seabrook; Ardmore-Ardwick, Landover Hills; Kentland; Dodge Park; Glenarden; Chapel Oaks; Columbia Park; Cheverly; Fairmont Heights; Glenn Dale; Glenarden; Beaver Heights; Landover (except Palmer Park and Washington Heights)

Area III - 927-2196: Seat Pleasant (Baber Village); Maryland Park; Carmody Hills; Palmer Park; Washington Heights; Highland Park; Hillside; Bradbury Heights; Capitol Heights; District Heights; Coral Hills; Boulevard Heights; Forestville and Mitchellville.

Area IV - 927-2190: Oxon Hill; Suitland; Hillcrest Heights; Marlow Heights; Temple Hills; Accokeek; Brandywine; Clinton; Baden; Aquasco; Upper Marlboro; Piscataway; Camp Springs and Morningside.



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Chamber of Commerce
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Chamber of Commerce
- Sally Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Name of Firm Machen & Aldridge

Type of Business Law Firm

Address 4328 Farragut Street, Hyattsville, Md.

Name of Person to Contact Ms. Donna Aldridge

Telephone No. 779-5440 No. of People Employed 6

Will you allow a group of students to visit your place of  
business? no How Many? \_\_\_\_\_

     Elementary      Junior High      Senior High

How long would it take? ---

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

     Elementary      Junior High      Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

X Elementary X Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
\_\_\_\_\_

Do you ordinarily hire students for part-time work? no

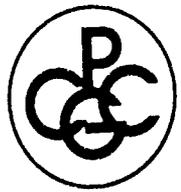
Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? Only have 2 positions and rarely vacancy

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations P. G. Bar Association, Md. Bar Association



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Board of Education
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Joint Committee for the Improvement  
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Name of Firm Potomac Electric Power Company

Type of Business Public Utility - Electric Power

Address 1900 Penna. Ave ., N. W., Washington, D. C.  
20006

Name of Person to Contact Ms. Betty Ford

Telephone No. 872-2101 No. of People Employed 4,000

Will you allow a group of students to visit your place of  
business? yes How Many? 25 each tour

Elementary Junior High  Senior High

How long would it take? One to Two Hours

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
no

Do you ordinarily hire students for part-time work? Occasionally

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 500 (approx.)

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations Washington Board of Trade



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Board of Education
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Board of Education

Joint Committee for the Improvement  
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Name of Firm Prince George's County Public Schools

Type of Business Public Education

Address Upper Marlboro, Maryland 20870

Name of Person to Contact Robert W. Glickert

Telephone No. 627-5305 No. of People Employed 14,500

Will you allow a group of students to visit your place of business?  
yes How Many? Vary - depending on purpose of visit  
Elementary X Junior High X Senior High

How long would it take? Vary - depending upon activity visited

Do you have field activities that can also be visited? \_\_\_\_\_

Would you permit one or more students to spend a day or more observing your operations? yes  
Elementary X Junior High X Senior High

Do you have someone who can visit schools to participate in Career Day Programs? This is now done  
Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of time? N/A For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques?  
N/A

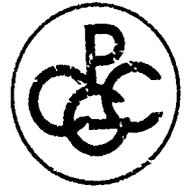
Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? Would be willing to discuss feasibility of this.  
Do you ordinarily hire high school graduates? yes

How Many Per Year? Several hundred

Can you recommend a retired person who can offer expertise in his field to students? Perhaps

Names of Professional Organizations and Trade Associations \_\_\_\_\_



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Joint Committee for the Improvement  
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Name of Firm Washington Gas Light Company

Type of Business Utility

Main Address 1100 H Street, N. W., Washington, D. C. 20005

Name of Person to Contact Ms. Sarah Mann

Telephone No. 624-6209 No. of People Employed 2500

Will you allow a group of students to visit your place of  
business?

Not Presently. How Many? -----

-- Elementary -- Junior High -- Senior High

How long would it take? -----

Do you have field activities that can also be visited? Not Presently

Would you permit one or more students to spend a day or more  
observing your operations? Possibly

----- Elementary ----- Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? Not Presently

-- Elementary -- Junior High -- Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? -----

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
Possibly

Do you ordinarily hire students for part-time work? occasionally

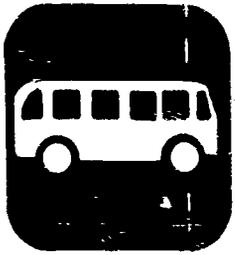
Would you allow students to work for experience only? no-union would  
object.

Do you ordinarily hire high school graduates? yes

How Many Per Year? Varies from year to year.

Can you recommend a retired person who can offer expertise  
in his field to students? -----

Names of Professional Organizations and Trade  
Associations -----



# ***Transportation***

Mr. Charles Dobson  
Department of Transportation  
Federal Aviation Administration  
800 Independence Avenue  
Washington, D. C. 20591  
426-3711

Mrs. Nancy Vaughan, Manager  
Research Services  
Public Relations Department  
Allegheny Airlines  
National Airport  
Washington, D. C. 20001  
347-9660

Captain Clyde Luther  
United Air Lines  
7714 Glenester Drive  
Springfield, Virginia 22152  
(Contact through Dr. Bowen, only)

Mr. Robert V. Christian  
Manager, Public Relations  
Eastern Air Lines, Inc.  
1030 15th Street, N. W.,  
Washington, D. C. 20005  
466-8070

Mr. Roy Chew  
WMA Transit Company  
4319 Sheldon Avenue  
Temple Hills, Maryland 20031  
423-0754

Mr. Gordon Fitzpatrick  
North American Van Lines  
Regional Office  
4318 Kenilworth Avenue  
Edmonston, Maryland, 20781  
864-6790

Mr. L. F. Hanson  
Atwoods Transport Lines, Inc.  
5500 Tuxedo Road  
Tuxedo, Maryland 20781  
773-7100

Mr. Cody Pfanstiehl or  
Mr. Alvin Williamson  
Community Services Division  
Metro Transit Authority  
950 South Building, S. W.,  
L'Enfant Plaza  
Washington, D. C. 20024  
484-2633

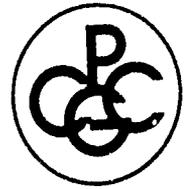
Mrs. J. Patricia Barrett  
Trojan, Incorporated  
5222 Monroe Place  
Hyattsville, Maryland 20781  
927-3700

Mr. V. J. Bearden, Mgr.  
Bunnam Van Services, Inc.  
2430 Schuster Drive  
Cheverly, Maryland  
322-1300

Mr. Albert McCarthy  
Diesel Institute of America  
3801 Ironwood Place  
Landover, Maryland 20785  
322-9000

Mr. Virgil Diana, Director  
American Training Services  
6869 Springfield Boulevard  
Springfield, Virginia 22150  
(Heavy Equipment School)  
451-6600

Mr. Donald G. Finch, Director  
Lincoln Technical Institute  
A Ryder School  
7800 Central Avenue  
Washington, D. C. 20027  
(301) 336-7250



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

- Clyde Grimm, *Chairman*  
Chamber of Commerce
- Lee Bowen  
Career Education Department
- Edwin Crawford  
Career Education Department
- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sally Fitts  
Career Education
- Lesley Kreimer  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Atwoods Transport Lines, Inc.

Type of Business Charter Bus Service

Address 5500 Tuxedo Road, Tuxedo, Md. 20781

Name of Person to Contact L. F. Hanson

Telephone No. 773-7100 No. of People Employed 70

Will you allow a group of students to visit your place of  
business?

yes How Many? Approx. 50

Elementary  Junior High  Senior High

How long would it take? 10 Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? no

Elementary Junior High Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? Approx. 5

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations National Association Motor Bus Operators



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS.

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
Career Education Department

Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kremer  
Board of Education

Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Burnham Van Service, Inc.

Type of Business Transportation of Special Products

Address 2430 Schuster Drive, Cheverly, Maryland

Name of Person to Contact V. J. Bearden, Term. Mgr.

Telephone No. 322-1300 No. of People Employed 35

Will you allow a group of students to visit your place of  
business?

yes How Many? 10 - 15

Elementary Junior High X Senior High

How long would it take? 30 Minutes

Do you have field activities that can also be visited? no

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? no

Elementary Junior High Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? no

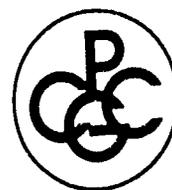
Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? no

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_



PRINCE GEORGE'S COUNTY SCHOOLS

CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
Career Education Department

Ldwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm Diesel Institute of America

Type of Business School for Truck Mechanics

Address 3801 Ironwood Place, Landover, Maryland

Name of Person to Contact Al McCarthy

Telephone No. 322-9000 No. of People Employed \_\_\_\_\_

Will you allow a group of students to visit your place of  
business?  
yes How Many? 25 at one time

Elementary Junior High X Senior High

How long would it take? One Hour

Do you have field activities that can also be visited? yes

Would you permit one or more students to spend a day or more  
observing your operations? yes

Elementary Junior High X Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? yes

Elementary Junior High X Senior High

Could you loan personnel to the school system for a period of  
time? yes For How Long? As necessary

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? no

Do you ordinarily hire high school graduates? yes

How Many Per Year? 15 to 20

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations NADA



PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

COMMITTEE MEMBERS:

- Clyde Grimm, *Chairman*  
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Career Education Department
- Edwin Crawford  
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- Roy Dabney  
Chamber of Commerce
- Mary Donnelly  
Chamber of Commerce
- Sallie Fitts  
Career Education
- Lesley Kreiner  
Board of Education
- Sue Mills  
Board of Education

Joint Committee for the Improvement  
and Expansion of Career Education

Name of Firm Trojan Rigging and Hauling, Inc.

Type of Business Specialized Carrier

Address 5222 Monroe Place, Hyattsville, Md. 20781

Name of Person to Contact Mrs. J. Patricia Barrett

Telephone No. 927-3700 No. of People Employed 30

Will you allow a group of students to visit your place of  
business?  
Under pre-arranged How Many? Maximum 10 at a time  
special conditions, only.  
Elementary  Junior High  Senior High

How long would it take? Time Unknown - Because of specialized

Do you have field <sup>nature-each job is unique</sup> activities that can also be visited? no-all jobs are  
outside locations

Would you permit one or more students to spend a day or more  
observing your operations? yes  
Elementary Junior High  Senior High

Do you have someone who can visit schools to participate in  
\*Career Day Programs? yes  
 Elementary  Junior High  Senior High

Could you loan personnel to the school system for a period of  
time? no For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
yes

Do you ordinarily hire students for part-time work? yes

Would you allow students to work for experience only? yes

Do you ordinarily hire high school graduates? yes

How Many Per Year? No fixed number - when openings are  
available

Can you recommend a retired person who can offer expertise  
in his field to students? no

Names of Professional Organizations and Trade  
Associations American Trucking Association, Heavy  
Specialized Carriers Division

\*Films & booklets prepared  
and available from Elementary  
School level up--

## Overview of Prince George's County School Volunteer Services

School volunteers share with the professional educator the goal of helping children and young people by providing additional opportunities for the child to stimulate his thinking, to help him acquire feelings of confidence, individual worth, and self-respect; experiences to help him feel the need for adequate listening, speaking, reading, and writing skills; experiences which develop effective study habits; and experiences which enhance his academic achievement.

The volunteer as another pair of hands may work directly with one or more children in some aspect of the instructional program or she may work more directly with the teacher thus freeing the teacher for additional instructional activities. In whatever capacity the volunteer gives service in the school at no time does he take the place of the classroom teacher, the reading teacher, the speech therapist or the counselor but the personal interest and the reinforcement he is able to give can make it easier for the child to learn those skills being taught by his teachers.

Volunteers are men and women, boys and girls of all ages in all walks of life. They are people who believe in the value of public education and are impressed with the dedication of the professional educator in the Prince George's County Schools; thus, they want to help in the job the schools are doing to give quality education to all children. They are people who want to fill a special need by working directly with children. They are willing and able to give time on a regularly scheduled basis and make a long term commitment to do so. They have proven themselves able to work effectively within the policies and procedures of the school as evidenced by the praise they have been given by teachers and principals for their professional attitude.

The training of volunteers is designed to acquaint them with the child, the school, and the program; to instruct them in the use of materials and methods of working with children; and to provide opportunities for growth through self-evaluation. Appropriate supervision assures that the volunteers feel adequately supported in their work. A county wide program assures that their work has continuity and is consistent with county educational policy. Such a program means to the school, the opportunity to utilize human resources it could not possibly buy and thus enrich the climate for learning. To the community it means a sense of direct involvement in the educational process of its children and the enhancing of a climate of interest and concern for the problems facing the school. To the volunteer it means the opportunity of making a direct contribution to the life of a child. To the child, it can mean the difference between failure and success, the difference between apathy and excitement, the difference between shame and pride, the difference between turning off education and tuning in learning.

For additional information call Marti King, 459-1500.

## CAREER EDUCATION COMMUNITY RESOURCE FILE

The Prince George's County Schools need people to share and explain their hobbies and avocational interests as well as career experiences with the students. If you can contribute in any way, fill in the information below. Thank-you.

Name	Phone Number	Area or subject of interest	Grade Level Preference	Geographic Preference (if any)
Anne Mychalus	888-1215	Journalism Furniture refinishing Sewing for the home Needlecraft	any level	Southern
Newell Stiles	292-1108	Oceanography	5th Sr. High	Central and Southern
Ed Kozireski	735-3821	Home Improvement	Sr. High	any area
Helen Short	772-2393	Tutoring	Jr.-Sr. High	Northern or Central
Sue Ward	868-1229	Drama	Sr. High	any area
Ms. Lee George	579-6478	Instrumental music Recreational Camping Leather Craft Ceramics Crewel Knitting Crocheting Embroidery Weed Dying Girl Scouting (organizing a troupe)	any level	Southern
Dorothy Carlson	888-1152 (Baden Library)	Dyeing and Spinning of Wool	Elem.	Southern
Mary Ann Derenberger	(wk) 888-1152 (home) 870-3569	Egg Decorating General Crafts	Elem.	Baden Orme
Col. Robert W. Soderberg	888-1117	Home building and repair Military (Air Force)	Jr.-Sr. High	Southern
Lee Norris Soderberg	888-1117	Interior Decorating Flower Arranging Self-improvement	any	Southern
Lewis Buck Jr.	888-1500	Sports	Jr.-Sr. High	Southern
Elizabeth Batchelor	794-6327	Interior Decorating & Sewing	any	any area
Nancy Bayko	577-3981	Flower Arranging Slides & Commentary on Japan & its festivals	any	Central
Virginia Muller	888-1150	Basic Ceramics & advanced art techniques	any	Southern

Name	Phone Number	Area or subject of interest	Grade Level Preference	Geographic Preference (if any)
Baden Health Center Clinic	579-6141	Health	Any	Southern
Dwight Price	322-9199	MEND – pretrial intervention for juvenile offenders	High School	Central – North
Jim Ward	(202) 426-1587	Specific roles and missions of the Coast Guard (law enforcement – ship, collision prevention – search and rescue – boating safety)	Jr. High H.S.	none
C and P Telephone Public Relations Supervisor	468-3438	The world of communications	Any	none
Office of Second Mile for Runaways	927-1386	Social Work Alternative Social Services	H.S.	none

**PRINCE GEORGE'S COUNTY MEMORIAL LIBRARY**

Name	Phone Number	Area or subject of interest	Grade level Preference	Geographic Preference (if any)
<p>Maralita Freeny</p> <p>Mary F. Rogers</p>	<p>277-1782</p> <p>277-1782</p>	<p align="center"><b>BELTSVILLE BRANCH</b></p> <p>Librarianship (especially children's, French)</p> <p>Painting (oils or watercolor)</p>	<p>Jr.-Sr. High</p> <p>any age</p>	<p>Northern part of county</p> <p>Hyattsville area</p>
<p>Lynn Illback</p>	<p>933-4610</p>	<p align="center"><b>BLADENSBURG BRANCH</b></p> <p>Puppets</p>	<p>1-6</p>	<p>Northern half of county</p>
<p>Carol Beall</p> <p>Judy McManus</p> <p>M. Miller</p> <p>Carol Alcorn</p>	<p>721-2792 262-7000</p> <p>262-7000</p> <p>262-7000</p> <p>262-1691</p>	<p align="center"><b>BOWIE BRANCH</b></p> <p>Movie Making Techniques</p> <p>Librarianship</p> <p>Librarianship; science fiction</p> <p>How to get involved in politics</p>	<p>5th Grade and up</p> <p>5th Grade and up</p> <p>9th Grade and up</p> <p>Jr. High &amp; up</p>	<p>Northern P.G. County</p> <p>Bowie</p>
<p>Agnes S. Rempert</p> <p>Ms. Honore L. Moton Coordinator, Extension Services Prince George's Co. Memorial Library</p>	<p>699-3500 Ext. 293</p> <p>277-0228</p>	<p align="center"><b>CHILDREN'S SERVICES OFFICE</b></p> <p>Library service to children</p> <p align="center"><b>EXTENSIONS SERVICES CENTER</b></p> <p>Libraries - are for people</p>	<p>1-6</p> <p>7-12</p>	<p>1) Model Neighborhood Area</p> <p>2) H.Y. - Greenbelt - College Park, etc.</p>

Name	Phone Number	Area or subject of interest	Grade level Preference	Geographic Preference (if any)
<b>HYATTSVILLE BRANCH</b>				
Myrtle Van Laar	559-6894	Children's picture books or library work with children	Whatever available	Upper Prince George's County
Nell Colburn	244-1727	Children's picture books/library work with preschoolers/ storytelling/ backpacking	no preference	Hyattsville area only
Nancy Breul	543-2693	Information service	no preference	Hyattsville are
Rosemary Baker	868-4679	Children's picture books/ storytelling	kindergarten - 4th grade	Central ands southern Prince George's County
Susan Steele	439-7575	Services for handicapped-general and library	no preference	Hyattsville area
Terry Mills	635-4790	Contemporary poetry - readings selected for age or interests of group	Jr.-Sr. Highs	Hyattsville area
<b>MAGRUDER BRANCH</b>				
Judy Mack	277-3432 864-2385 (home)	Ireland	Open	None
<b>NEW CARROLLTON BRANCH</b>				
Beryl Feinberg	459-6900	International relations, Foreign service. Eastern European Affairs	9-12	---
Marjorie Crammer	459-6900	What a children's librarian does; children's literature (including use of picture books, storytelling, recordings, flannel boards, etc. as well as books for older children).	any	North & Central area of county best.
<b>OXON HILL BRANCH</b>				
J.K. Corrigan	839-2400	Librarianship	Jr.-Sr. High	Southern P.G.
N.L. Johanson	"	Librarianship and Art	Elementary	"
Birdie Law	"	Librarianship	All grades	"
Albert Grimm	"	Librarianship	Jr.-Sr. High	"
Richard Ashford	"	Folk Music & Librarianship	All grades	"
Susan Smithers	"	Librarianship & Theater	Sr. High	"
Adele Jones	"	Librarianship & Reference	Jr.-Sr. High	"

Name	Phone Number	Area or subject of interest	Grade level Preference	Geographic Preference (if any)
<b>YOUNG ADULT SERVICES OFFICE</b>				
E. Burgess	699-3500		8-9th Grades	none
Maria Pedak	699-3500 Ext. 297	Library Profession Estonia; Finland Travel in Europe	9-12th	none
Julia Losinoki	699-3500 Ext. 297	Library careers Reading Travel-Europe & the caribbean	none	none

APPENDIX A

CAREER DEVELOPMENT PROGRAM

Student's Name \_\_\_\_\_  
Last First M.I.

Father (or guardian) \_\_\_\_\_ Occupation \_\_\_\_\_

Mother (or guardian) \_\_\_\_\_ Occupation \_\_\_\_\_

Any Other family member \_\_\_\_\_ Occupation \_\_\_\_\_

Would you permit your son/daughter to visit you for one day to observe your career?

Father  yes  no  
Mother  yes  no

Would you permit other students to interview you in regards to your career?

Father  yes  no  
Mother  yes  no

Would you be available to visit the school for a presentation of your career to a group of students?

Father  yes  no  
Mother  yes  no

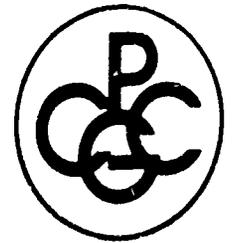
Would you be available to demonstrate your hobby to a group of students?

Father  yes  no Hobby  
Mother  yes  no Hobby

Do you have any ideas to share with us in an attempt to enrich our students through a Career Development Program? (Use back of sheet for comments if necessary)



APPENDIX B  
Prince George's County Schools  
Chamber of Commerce



Joint Committee for the Improvement  
and Expansion of Career Education

In accordance with the Chairman of the Board of Education, the Superintendent of Schools and the President of the Prince George's Chamber of Commerce the following members were appointed to this committee on November 26, 1973:

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
Career Education Department

N. Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie M. Fitts  
Department of Career Education

Lesley Kreimer  
Board of Education

Sue V. Mills  
Board of Education

## APPENDIX C

Mrs. J. Patricia Barrett, *Chairman*  
*Trojan, Incorporated*  
6700 "B" Street  
Seat Pleasant, Md. 20027  
Phone: 336-8700

### 1974 Community – School Relations Committee Prince George's Chamber of Commerce

Miss Donna C. Aldridge  
*Machen & Aldridge*  
4328 Farragut, St.  
Hyattsville, Md. 20781  
Phone: 779-5440

Milton J. Beall  
*Md. State Savings & Ln. Association*  
3505 Hamilton St.  
Hyattsville, Md. 20782  
Phone: 779-1200

Dr. Lee Bowen  
*Supervisor, Career Education*  
Pr. George's County Bd. of Ed.  
Upper Marlboro, Md. 20870  
Phone: 627-4800 Ext. 271

William I. Buck  
*Buck Distributing Co., Inc.*  
P.O. Box 41  
Upper Marlboro, Md. 20870  
Phone: 527-3460

Roy Daoney, Jr.  
*American Natl. Bank*  
5740 Silver Hill Rd.  
Suitland, Md. 20028  
Phone: 565-7191

Phil Davidoff  
*Belair Travel Consultants*  
6848 Racetrack Rd.  
Bowie, Md. 20715  
Phone: 262-6066

Mrs. Mary Donnelly  
*Kenmar Employment Service*  
3737 Branch Ave.  
Hillcrest Heights, Md. 20023  
Phone: 423-4522

Donald F. Finch, *Director*  
*Lincoln Technical Institute*  
7800 Central Ave.  
Capitol Heights, Md. 20027  
Phone: 336-7250

Clyde E. Grimm  
*Lawrence & Grimm*  
7411 Riggs Rd.  
Adelphi, Md. 20783  
Phone: 439-9800

Mrs. Rose Guinan  
*Pr. George's Natl. Secretarial School*  
7580 Annapolis Rd.  
Lanham, Md. 20801  
Phone: 577-3280

Louis Postiglione  
6005 King Arthur Way  
Glenn Dale, Md. 20769  
Phone: 262-4019

Ray M. Thompson  
*Hawkings Electric Service, Inc.*  
4307 Gallatin St.  
Hyattsville, Md. 20781  
Phone: 927-0900

APPENDIX D



TASK FORCE SURVEY

PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

Joint Committee for the Improvement  
and Expansion of Career Education

COMMITTEE MEMBERS:

Clyde Grimm, *Chairman*  
Chamber of Commerce

Lee Bowen  
Career Education Department

Edwin Crawford  
Career Education Department

Roy Dabney  
Chamber of Commerce

Mary Donnelly  
Chamber of Commerce

Sallie Fitts  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

Name of Firm \_\_\_\_\_

Type of Business \_\_\_\_\_

Address \_\_\_\_\_

Name of Person to Contact \_\_\_\_\_

Telephone No. \_\_\_\_\_ No. of People Employed \_\_\_\_\_

Will you allow a group of students to visit your place of  
business? \_\_\_\_\_  
How Many? \_\_\_\_\_

\_\_\_\_\_ Elementary \_\_\_\_\_ Junior High \_\_\_\_\_ Senior High

How long would it take? \_\_\_\_\_

Do you have field activities that can also be visited? \_\_\_\_\_

Would you permit one or more students to spend a day or more  
observing your operations? \_\_\_\_\_

\_\_\_\_\_ Elementary \_\_\_\_\_ Junior High \_\_\_\_\_ Senior High

Do you have someone who can visit schools to participate in  
Career Day Programs? \_\_\_\_\_

\_\_\_\_\_ Elementary \_\_\_\_\_ Junior High \_\_\_\_\_ Senior High

Could you loan personnel to the school system for a period of  
time? \_\_\_\_\_ For How Long? \_\_\_\_\_

Could you take a teacher in your organization for a period of  
time to allow him to get first-hand knowledge of latest techniques?  
\_\_\_\_\_

Do you ordinarily hire students for part-time work? \_\_\_\_\_

Would you allow students to work for experience only? \_\_\_\_\_

Do you ordinarily hire high school graduates? \_\_\_\_\_

How Many Per Year? \_\_\_\_\_

Can you recommend a retired person who can offer expertise  
in his field to students? \_\_\_\_\_

Names of Professional Organizations and Trade  
Associations \_\_\_\_\_