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)
COMMUNITY RESOURCES

A Partnership in Career Education

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

THE PRINCE GEORGE'S COUNTY MEMORIAL LIBRARY

THE PRINCE GEORGE'S COUNTY SCHOOL VOLUNTEER SERVICES

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.
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

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

Ms. Kathy Libby
Environmental Protection Agency
Room 3019
401 M Street, S.W.,
Washington, D.C. 20460
755-0260
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

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<td>Mrs. Joann Alexander</td>
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<td>Mr. Hajime Ota</td>
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<td>Mrs. Lynda J. Liska</td>
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<td>Dr. Robert F. Whitcomb</td>
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*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
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career 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. DeCourse
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
  - X Junior High
  - X Senior High

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

- No

- 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?

- 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?
  - 2 to 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 Nurseryman Association
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
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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career Education

Name of Firm  Annapolis Federal Savings & Loan Association

Type of Business  Savings and Loan

Address  10905 Ft. Washington Road, Oxon Hill, Md. 20022
          7801 Old Branch Avenue, Clinton, Md. 20735

Name of Person to Contact  Mrs. Jones - Ft. Washington Office
                         Mr. Gilbert - Clinton Office

Telephone No  292-3400 - Ft. Wash.
              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

X  Elementary  X  Junior High  X  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

X  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?  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.
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

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

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
COMMITTEE MEMBERS:
Clyde Grimm, Chairman
Chamber of Commerce
Lee Bowen
Career Education Department
Edwin Crawford
Career Education Department
Roy DeBney
Chamber of Commerce
Mary Donnelly
Chamber of Commerce
Sallie Fatts
Career Education
Lesley Kremer
Board of Education
Sue Mills
Board of Education

PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career 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

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

X  Elementary  X  Junior High  X  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

X  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-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
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 X Junior High X 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
CHAMBER OF COMMERCE

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 Bonding Company
- [ ] How Many?

<table>
<thead>
<tr>
<th>Bonding Company</th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
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</thead>
<tbody>
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</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Career Day Programs</th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
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</thead>
<tbody>
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</table>

Do you have someone who can visit schools to participate in Career Day Programs?
- [ ] No

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
- [ ]

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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

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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PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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  ___ 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.
**PRINCE GEORGE'S COUNTY SCHOOLS**

**CHAMBER OF COMMERCE**

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Suburban Trust Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Commercial Banking</td>
</tr>
<tr>
<td>Address</td>
<td>6495 New Hampshire Avenue, Hyattsville, Md.</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Richard Schwartz</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>270-7005</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>N/A</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
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</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
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</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

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

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  
[ ] no

[ ] Elementary  [X] Junior High  [X] 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

[XX] 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?  [ ] no

Do you ordinarily hire students for part-time work?  [ ] Some College Students.
Would you allow students to work for experience only?  [X] yes

Do you ordinarily hire high school graduates?  [X] 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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PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

19/20
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

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  ___ 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  ___ 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?  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

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

X  Elementary    X  Junior High    X  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

X  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? * 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 for this.

Names of Professional Organizations and Trade Associations

* No policy on this presently -- would consider individual requests, however.
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

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

Elementary: X, Junior High: X, Senior High: X

Could you loan personnel to the school system for a period of 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?
- 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:

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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  X  Junior High  X  Senior High

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

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, 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 job requirements
How Many 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:
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

PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career Education

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

_X__ Elementary  _X__ Junior High  _X__ 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_

_X__ 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?  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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

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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?
   - X day
   - _____ evening
   - X elementary
   - X junior
   - X senior

2. Do you wish to coordinate this effort through:
   - X Office of Career Education
   - _____ Requesting School

3. Can your company or place of business entertain field trips?
   - _____ Elementary
   - _____ 10-20 Size of Group
   - X Junior High
   - _____ 1 Hr. Length of Time
   - X Senior High

4. Can you accommodate a student(s) in a work situation?
   - _____ Paid
   - X For Experience Only
   - _____ 1 Day
   - X 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
   - X 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**

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Ben Dyer Associated, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Civil Engineering</td>
</tr>
<tr>
<td>Address</td>
<td>10210 Greenbelt Road, Seabrook, Md. 20801</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Mr. Les Smith</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>794-6600</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>70</td>
</tr>
</tbody>
</table>

Will you allow a group of students to visit your place of business?  
**yes**  How Many?  **15 - 20**  

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Elementary  Junior High  **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**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Elementary  Junior High  **Senior High**

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

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Elementary  Junior High  **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**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.**
<table>
<thead>
<tr>
<th><strong>PRINCE GEORGE'S COUNTY SCHOOLS</strong></th>
<th><strong>CHAMBER OF COMMERCE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COMMITTEE MEMBERS:</strong></td>
<td></td>
</tr>
<tr>
<td>Clyde Grimm, Chairman Chamber of Commerce</td>
<td></td>
</tr>
<tr>
<td>Lee Bowen Career Education Department</td>
<td></td>
</tr>
<tr>
<td>Edwin Crawford Career Education Department</td>
<td></td>
</tr>
<tr>
<td>Roy Dabney Chamber of Commerce</td>
<td></td>
</tr>
<tr>
<td>Mary Donnelly Chamber of Commerce</td>
<td></td>
</tr>
<tr>
<td>Sallie Fatts Career Education</td>
<td></td>
</tr>
<tr>
<td>Lesley Kreiner Board of Education</td>
<td></td>
</tr>
<tr>
<td>Sue Mills Board of Education</td>
<td></td>
</tr>
<tr>
<td><strong>Joint Committee for the Improvement and Expansion of Career Education</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Name of Firm</strong> Brandt Roof Trusses, Inc.</td>
<td></td>
</tr>
<tr>
<td><strong>Type of Business</strong> Manufacturer Wood Roof Trusses</td>
<td></td>
</tr>
<tr>
<td><strong>Address</strong> P.O. Box 227, Brandywine, Md. 20613</td>
<td></td>
</tr>
<tr>
<td><strong>Name of Person to Contact</strong> Joseph S. Chopp, V.P.</td>
<td></td>
</tr>
<tr>
<td><strong>Telephone No.</strong> 372-8186</td>
<td></td>
</tr>
<tr>
<td><strong>No. of People Employed</strong> 135</td>
<td></td>
</tr>
<tr>
<td><strong>Will you allow a group of students to visit your place of business?</strong></td>
<td>yes</td>
</tr>
<tr>
<td><strong>Elementary</strong></td>
<td>X</td>
</tr>
<tr>
<td><strong>How long would it take?</strong></td>
<td>30 minutes</td>
</tr>
<tr>
<td><strong>Do you have field activities that can also be visited?</strong></td>
<td>no</td>
</tr>
<tr>
<td><strong>Would you permit one or more students to spend a day or more observing your operations?</strong></td>
<td>yes</td>
</tr>
<tr>
<td><strong>Elementary</strong></td>
<td>X</td>
</tr>
<tr>
<td><strong>Do you have someone who can visit schools to participate in Career Day Programs?</strong></td>
<td>yes</td>
</tr>
<tr>
<td><strong>Elementary</strong></td>
<td>X</td>
</tr>
<tr>
<td><strong>Could you loan personnel to the school system for a period of time?</strong></td>
<td>no</td>
</tr>
<tr>
<td><strong>Could you take a teacher in your organization for a period of time to allow him to get first-hand knowledge of latest techniques?</strong></td>
<td>no</td>
</tr>
<tr>
<td><strong>Do you ordinarily hire students for part-time work?</strong></td>
<td>yes</td>
</tr>
<tr>
<td><strong>Would you allow students to work for experience only?</strong></td>
<td>Not Preferred</td>
</tr>
<tr>
<td><strong>Do you ordinarily hire high school graduates?</strong></td>
<td>yes</td>
</tr>
<tr>
<td><strong>How Many Per Year?</strong></td>
<td>Ten</td>
</tr>
<tr>
<td><strong>Can you recommend a retired person who can offer expertise in his field to students?</strong></td>
<td>no</td>
</tr>
<tr>
<td><strong>Names of Professional Organizations and Trade Associations</strong> PGCC, Nat. Assoc. Home Mfgrs. ; Wash. Home Bldrs. Assn. ; Hoo-Hoo International</td>
<td></td>
</tr>
<tr>
<td><strong>31</strong></td>
<td><strong>35</strong></td>
</tr>
</tbody>
</table>
**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 Kreliner
  - Board of Education
- Sue Mills
  - Board of Education

**PRINCE GEORGE'S COUNTY SCHOOLS**
**CHAMBER OF COMMERCE**

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Greenhorne &amp; O'Mara, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Engineers, Architects, Planners, Surveyors</td>
</tr>
<tr>
<td>Address</td>
<td>6715 Kenilworth Avenue, Riverdale, Md.</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>A. J. O'Mara, Richard Reed</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>277-2121</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>170</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>How Many?</th>
<th>25 +</th>
</tr>
</thead>
<tbody>
<tr>
<td>X Elementary</td>
<td>X Junior High</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>For How Long?</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>How Many Per Year?</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 or 3</td>
</tr>
</tbody>
</table>

Do you ordinarily hire high school graduates?  yes

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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Hawkins Electric Service, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Electrical Contractor</td>
</tr>
<tr>
<td>Address</td>
<td>4307 Gallatin Street, Hyattsville, Md. 20781</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Ray M. Thompson</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>927-0900</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>35</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>X</th>
<th>Junior High</th>
<th>X</th>
<th>Senior High</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>X</th>
<th>Junior High</th>
<th>X</th>
<th>Senior High</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>Elementary</th>
<th>X</th>
<th>Junior High</th>
<th>X</th>
<th>Senior High</th>
</tr>
</thead>
</table>

Could you loan personnel to the school system for a period of time?  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?  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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

X Elementary  X Junior High  X 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

X 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? 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
COMMITTEE MEMBERS:
Clyde Grimm, Chairman
Chamber of Commerce
Lee Bowen
Career Education Department
Edward Crawford
Career Education Department
Roy Dahney
Chamber of Commerce
Mary Donnelly
Chamber of Commerce
Sallie Fitts
Career Education
Lesley Kremer
Board of Education
Sue Mills
Board of Education

PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career 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
**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**  
- **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?**  

- **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.**
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>VVKR Partnership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Architecture</td>
</tr>
<tr>
<td>Address</td>
<td>6505 Belcrest Road, Hyattsville, Md.</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Phillip L. VanderMyde</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>779-1404</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>12</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Yes</th>
<th>How Many? 6 to 10</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Elementary</td>
</tr>
<tr>
<td>---</td>
<td>-----------</td>
</tr>
<tr>
<td></td>
<td>30 Minutes</td>
</tr>
</tbody>
</table>

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?

<table>
<thead>
<tr>
<th>Yes</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>No</th>
</tr>
</thead>
</table>

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

<table>
<thead>
<tr>
<th>No</th>
</tr>
</thead>
</table>

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?

<table>
<thead>
<tr>
<th>Sometimes</th>
</tr>
</thead>
</table>

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 |
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 Saltzgiver
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
**Joint Committee for the Improvement and Expansion of Career Education**

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Beltsville Veterinary Hospital, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Veterinary Hospital</td>
</tr>
<tr>
<td>Address</td>
<td>4246 Powder Mill Road, Beltsville, Md. 20705</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Dr. A. C. Brown</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>937-3020</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>20-25</td>
</tr>
</tbody>
</table>

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

**How Many?** 10-15

**Elementary**
- Yes

**Junior High**
- Yes

**Senior High**
- Yes

**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

**Elementary**
- Yes

**Junior High**
- Yes

**Senior High**
- Yes

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

**Elementary**
- Yes

**Junior High**
- Yes

**Senior High**
- Yes

**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.
Joint Committee for the Improvement
and Expansion of Career 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
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

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).
## Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Lynn Animal Hospital</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Animal Hospital</td>
</tr>
<tr>
<td>Address</td>
<td>6215 Baltimore Boulevard, Riverdale, Md.</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Dr. R. M. Lynn</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>779-1184</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>22</td>
</tr>
</tbody>
</table>

Will you allow a group of students to visit your place of business?  
- **Yes**  
  - How Many? 10-12 (with previous appt.)

- **X** Elementary  
- **X** 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**

- **X** 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?  
- **Possibly**
  - For How Long? Can discuss arrangements

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?  
- **__________**

Do you ordinarily hire high school graduates?  
- **Yes**

- **6 - 8**

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

### Names of Professional Organizations and Trade Associations
- AVMA, DCAVM, AAHA, MVMA.
# 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:**  
**Junior High:** X  
**Senior High:** X  
**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:**  
**Junior High:** X  
**Senior High:** X  
**8 or 9th gr.:**

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

**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. Assoc. of Md., American College of Nursing Home Administrators
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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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 Director, How Many?  **Call Ahead**)

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

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**

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>XX</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

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**
Mr. Howard E. Whittemore  
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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career 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  X  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  X  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
success

___ 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?  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

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  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
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
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 Tippett
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

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
**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

**PRINCE GEORGE'S COUNTY SCHOOLS**

**CHAMBER OF COMMERCE**

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Ballenger Buick, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>New and Used Car Sales &amp; Service</td>
</tr>
<tr>
<td>Address</td>
<td>500 Washington Boulevard, Laurel, Md. 20810</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Mr. J. Allison Ballenger, Sr.</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>725-0500</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>42</td>
</tr>
</tbody>
</table>

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

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

Could you loan personnel to the school system for a period of time?
- yes, limited.
  - 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?
- 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.
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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
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

PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE
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   ___ Junior High   ___ 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   ___ 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
CHAMBER OF COMMERCE

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  X  Junior High  X  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  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?  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.
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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 _____ Senior High

How long would it take? 1 ½ 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 _____ 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

62
Joint Committee for the Improvement and Expansion of Career 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  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  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?  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, SEVVDA
**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 Elliott  
Career Education

Lesley Kreimer  
Board of Education

Sue Mills  
Board of Education

---

**Prince George's County Schools**

**Chamber of Commerce**

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>The Grand Union Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Grocery Retail Chain</td>
</tr>
<tr>
<td>Address</td>
<td>7000 Sheriff Road, Landover, Maryland 20785</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Mr. Marion Vowell, Gen. Mgr.</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>772-6800, Ext. 203</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>Approx. 2,500</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>X Elementary</th>
<th>X Junior High</th>
<th>X Senior High</th>
</tr>
</thead>
</table>

**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

<table>
<thead>
<tr>
<th>X Elementary</th>
<th>X Junior High</th>
<th>X Senior High</th>
</tr>
</thead>
</table>

**Do you have someone who can visit schools to participate in Career Day Programs?**  
N/A

<table>
<thead>
<tr>
<th>X Elementary</th>
<th>X Junior High</th>
<th>X Senior High</th>
</tr>
</thead>
</table>

**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
CHAMBER OF COMMERCE

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

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

**PRINCE GEORGE'S COUNTY SCHOOLS**
**CHAMBER OF COMMERCE**

**Joint Committee for the Improvement and Expansion of Career Education**

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Hechinger Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Home Center Retail</td>
</tr>
<tr>
<td>Address</td>
<td>901 17th Street, N. E., Washington, D. C. 20002</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Willis E. Stephens</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>399-1071</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>Over 1000</td>
</tr>
</tbody>
</table>

**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?**
- 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?**
- Not this year - no one 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
PRINCE GEORGE’S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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  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  Senior High

Could you loan personnel to the school system for a period of 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?  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

68 67
**Committee Members:**
- Clyde Grimm, Chair
- Lee Bowen, Career Education Department
- Edwin Crawford, Career Education Department
- Roy Dabney, Chamber of Commerce
- Mary Donnelly, Chamber of Commerce
- Sally Fitts, Career Education Department
- Lesley Kromer, Board of Education
- Sue Mills, Board of Education

---

**Prince George's County Schools Chamber of Commerce**

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>J. C. Penney Co.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Retail</td>
</tr>
<tr>
<td>Address</td>
<td>5209 Indian Head Highway, Oxon Hill, Md. 20021</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Mr. E. C. Moore</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>567-1720</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>140</td>
</tr>
</tbody>
</table>

Will you allow a group of students to visit your place of business? [ ] Yes [ ] No
- [ ] Elementary
- [x] Junior High
- [x] Senior High

How long would it take? [ ] One Hour

Do you have field activities that can also be visited? [ ] Yes [ ] 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 [ ] No
- [ ] Elementary
- [x] Junior High
- [x] Senior High

Could you loan personnel to the school system for a period of time? [ ] Yes [ ] 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 [ ] No

Do you ordinarily hire students for part-time work? [ ] Yes [ ] No

Would you allow students to work for experience only? [ ] Yes [ ] 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? [ ] Yes [ ] No

Names of Professional Organizations and Trade Associations

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**PRINCE GEORGE'S COUNTY SCHOOLS**
**CHAMBER OF COMMERCE**

Joint Committee for the Improvement and Expansion of Career 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
- [ ] no

X Elementary  X Junior High  X Senior High

How long would it take?
- [ ] 30 Minutes'
- [ ] More than 30 Minutes

Do you have field activities that can also be visited?
- [ ] yes
- [ ] no

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

X Elementary  X Junior High  X Senior High

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

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?
- [ ] 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
- [ ] no

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

Would you allow students to work for experience only?
- [ ] yes
- [ ] no

Do you ordinarily hire high school graduates?
- [ ] yes
  How Many Per Year?
- [ ] no

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

Names of Professional Organizations and Trade Associations: Prince George’s Chamber of Commerce
Joint Committee for the Improvement
and Expansion of Career 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 Tippets
Telephone No.: 627-5700  No. of People Employed: 65

Will you allow a group of students to visit your place of business?
   □ Yes  □ No
   □ Elementary  □ Junior High  □ Senior High
   How Many? 10

How long would it take?

Do you have field activities that can also be visited?
   □ Yes  □ No
   □ Elementary  □ Junior High  □ Senior High

Would you permit one or more students to spend a day or more observing your operations?
   □ Yes  □ 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?
   □ Yes  □ 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? 6 to 8

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

Names of Professional Organizations and Trade Associations:

70
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 Milk
Board of Education

PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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:
## PRINCE GEORGE'S COUNTY SCHOOLS
### CHAMBER OF COMMERCE

**Joint Committee for the Improvement and Expansion of Career Education**

**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

<table>
<thead>
<tr>
<th>Business Level</th>
<th>Yes/No</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Junior High</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>Senior High</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**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

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

**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.
PRINCE GEORGE'S COUNTY SCHOOLS  
CHAMBER OF COMMERCE

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

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

   Yes    How Many?  15

   ElementarY   Jr. High  X Sr. 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    Jr. High  X Sr. High

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

   Elementary    Jr. High  X Sr. High

Could you loan personnel to the school system for a period of 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, 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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Standard Pontiac Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Automobile Dealership</td>
</tr>
<tr>
<td>Address</td>
<td>7125 Baltimore Avenue, College Park, Md.</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Edward Friedson</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>277-4282</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>58</td>
</tr>
</tbody>
</table>

Will you allow a group of students to visit your place of business? [ ] yes [ ] no

How many? To be worthwhile, the number should be no more than 5.

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

How long would it take? [ ] Depending on the depth of the visit.

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

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th></th>
<th>Elementary</th>
<th>Junior High</th>
<th>Senior High</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career Education

<table>
<thead>
<tr>
<th>Name of Firm</th>
<th>Virginia Paper Co.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Business</td>
<td>Wholesale Distributor of Printing Papers</td>
</tr>
<tr>
<td>Address</td>
<td>3310 75th Avenue, Landover, Maryland</td>
</tr>
<tr>
<td>Name of Person to Contact</td>
<td>Mr. Brooks</td>
</tr>
<tr>
<td>Telephone No.</td>
<td>341-5700</td>
</tr>
<tr>
<td>No. of People Employed</td>
<td>35</td>
</tr>
</tbody>
</table>

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? 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?
- ___ 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? 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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career 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   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: 76
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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

X 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?: 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?
   - X day
   - X evening
   - ___ elementary
   - ___ junior
   - X senior

2. Do you wish to coordinate this effort through:
   - X Office of Career Education
   - X Requesting School

3. Can your company or place of business entertain field trips?  No
   - ___ Elementary
   - ___ Junior High
   - ___ Senior High
   - ___ Size of Group
   - ___ Length of Time

4. Can you accommodate a student(s) in a work situation?  No
   - ___ Paid
   - ___ For Experience Only
   - ___ 1 Day
   - ___ Several Days

5. Are films or other audiovisual materials available through your office?  X
   - ___ Film
   - ___ Other (describe)
   - ___ Slide Projection with speaker

6. Can you supply written materials about your career area?  X
   - ___ 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
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 1 - 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.
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement and Expansion of Career 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? 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? 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
PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career Education

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  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?  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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PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

Joint Committee for the Improvement
and Expansion of Career Education

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 X 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 and Expansion of Career Education

**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?** _________

<table>
<thead>
<tr>
<th>______ Elementary</th>
<th>______ Junior High</th>
<th>______ Senior High</th>
</tr>
</thead>
</table>

**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

<table>
<thead>
<tr>
<th>______ Elementary</th>
<th>______ Junior High</th>
<th>______ Senior High</th>
</tr>
</thead>
</table>

**Do you have someone who can visit schools to participate in Career Day Programs?** Not Presently

<table>
<thead>
<tr>
<th>______ Elementary</th>
<th>______ Junior High</th>
<th>______ Senior High</th>
</tr>
</thead>
</table>

**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**

---

87/88
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.
Brunnam 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

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 X Junior High X 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 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? 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

89
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

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

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

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

Elementary _ ___ Junior High _ ___ Senior High

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? 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
COMMITTEE MEMBERS:
Clyde Gemm, Chairman
Chamber of Commerce
Lee Bowden
Career Education Department
Edwin Crawford
Career Education Department
Roy Dabney
Chamber of Commerce
Mary Donnelly
Chamber of Commerce
Sally Fuss
Career Education
Lesley Kraner
Board of Education
Sue Miller
Board of Education

PRINCE GEORGE'S COUNTY SCHOOLS
CHAMBER OF COMMERCE

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 special conditions, only. How Many? Maximum 10 at a time

Elementary X Junior High X Senior High

How long would it take? Time Unknown - Because of specialized nature each job is unique

Do you have field 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 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? 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.
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.
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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Number</th>
<th>Area or subject of interest</th>
<th>Grade Level Preference</th>
<th>Geographic Preference (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anne Mychalus</td>
<td>888-1215</td>
<td>Journalism, Furniture refinishing, Sewing for the home, Needlecraft</td>
<td>any level</td>
<td>Southern</td>
</tr>
<tr>
<td>Newell Stiles</td>
<td>292-1108</td>
<td>Oceanography</td>
<td>5th Sr. High</td>
<td>Central and Southern</td>
</tr>
<tr>
<td>Ed Kozireski</td>
<td>735-3821</td>
<td>Home Improvement</td>
<td>Sr. High</td>
<td>any area</td>
</tr>
<tr>
<td>Helen Short</td>
<td>772-2393</td>
<td>Tutoring</td>
<td>Jr.-Sr. High</td>
<td>Northern or Central</td>
</tr>
<tr>
<td>Sue Ward</td>
<td>868-1229</td>
<td>Drama</td>
<td>Sr. High</td>
<td>any area</td>
</tr>
<tr>
<td>Ms. Lee George</td>
<td>579-6478</td>
<td>Instrumental music, Recreational camping, Leather craft, Ceramics, Crewel, Knitting, Crocheting, Embroidery, Weed Dying, Girl Scouting (organizing a troupe)</td>
<td>any level</td>
<td>Southern</td>
</tr>
<tr>
<td>Dorothy Carlson</td>
<td>888-1152</td>
<td>Dying and Spinning of Wool</td>
<td>Elem.</td>
<td>Southern</td>
</tr>
<tr>
<td>(Baden Library)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary Ann Derenberger</td>
<td>888-1152</td>
<td>Egg Decorating, General Crafts</td>
<td>Elem.</td>
<td>Baden</td>
</tr>
<tr>
<td>(work) 870-3569</td>
<td></td>
<td></td>
<td></td>
<td>Orme</td>
</tr>
<tr>
<td>Lee Norris Soderberg</td>
<td>888-1117</td>
<td>Interior Decorating, Flower Arranging, Self-improvement</td>
<td>any</td>
<td>Southern</td>
</tr>
<tr>
<td>Lewis Buck Jr.</td>
<td>888-1500</td>
<td>Sports</td>
<td>Jr.-Sr. High</td>
<td>Southern</td>
</tr>
<tr>
<td>Elizabeth Batchelor</td>
<td>794-6327</td>
<td>Interior Decorating &amp; Sewing</td>
<td>any</td>
<td>any area</td>
</tr>
<tr>
<td>Nancy Bayko</td>
<td>577-3981</td>
<td>Flower Arranging, Slides &amp; Commentary on Japan &amp; its festivals</td>
<td>any</td>
<td>Central</td>
</tr>
<tr>
<td>Virginia Muller</td>
<td>888-1150</td>
<td>Basic Ceramics &amp; advanced art techniques</td>
<td>any</td>
<td>Southern</td>
</tr>
<tr>
<td>Name</td>
<td>Phone Number</td>
<td>Area or subject of interest</td>
<td>Grade Level Preference</td>
<td>Geographic Preference (if any)</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>--------------</td>
<td>---------------------------------------------------------------------------------------------</td>
<td>------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>Baden Health Center Clinic</td>
<td>579-6141</td>
<td>Health</td>
<td>Any</td>
<td>Southern</td>
</tr>
<tr>
<td>Dwight Price</td>
<td>322-9199</td>
<td>MEND — pretrial intervention for juvenile offenders</td>
<td>High School</td>
<td>Central — North</td>
</tr>
<tr>
<td>Jim Ward</td>
<td>(202) 426-1587</td>
<td>Specific roles and missions of the Coast Guard (law enforcement — ship, collision prevention — search and rescue — boating safety)</td>
<td>Jr. High</td>
<td>none</td>
</tr>
<tr>
<td>C and P Telephone Public Relations Supervisor</td>
<td>468-3438</td>
<td>The world of communications</td>
<td>Any</td>
<td>none</td>
</tr>
<tr>
<td>Office of Second Mile for Runaways</td>
<td>927-1386</td>
<td>Social Work</td>
<td>H.S.</td>
<td>none</td>
</tr>
<tr>
<td>Name</td>
<td>Phone Number</td>
<td>Area or subject of interest</td>
<td>Grade level Preference</td>
<td>Geographic Preference (if any)</td>
</tr>
<tr>
<td>-----------------------</td>
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<td>----------------------------------------------------</td>
<td>------------------------</td>
<td>-------------------------------</td>
</tr>
<tr>
<td>Maralita Freeny</td>
<td>277-1782</td>
<td>Librarianship (especially children's, French)</td>
<td>Jr.-Sr. High</td>
<td>Northern part of county</td>
</tr>
<tr>
<td>Mary F. Rogers</td>
<td>277-1782</td>
<td>Painting (oils or watercolor)</td>
<td>any age</td>
<td>Hyattsville area</td>
</tr>
<tr>
<td>Lynn Illback</td>
<td>933-4610</td>
<td>Puppets</td>
<td>1-6</td>
<td>Northern half of county</td>
</tr>
<tr>
<td>Carol Beall</td>
<td>721-2782, 262-7000</td>
<td>Movie Making Techniques</td>
<td>5th Grade and up</td>
<td>Northern P.G. County</td>
</tr>
<tr>
<td>Judy McManus</td>
<td>262-7000</td>
<td>Librarianship</td>
<td>5th Grade and up</td>
<td></td>
</tr>
<tr>
<td>M. Miller</td>
<td>262-7000</td>
<td>Librarianship; science fiction</td>
<td>9th Grade and up</td>
<td></td>
</tr>
<tr>
<td>Carol Alcorn</td>
<td>262-1691</td>
<td>How to get involved in politics</td>
<td>Jr. High &amp; up</td>
<td>Bowie</td>
</tr>
</tbody>
</table>

**BELTSVILLE BRANCH**

**BLADENSBURG BRANCH**

**BOWIE BRANCH**

**CHILDREN'S SERVICES OFFICE**

**EXTENSIONS SERVICES CENTER**

1) Model Neighborhood Area
2) H.Y. - Greenbelt - College Park, etc.
<table>
<thead>
<tr>
<th>Name</th>
<th>Phone Number</th>
<th>Area or subject of interest</th>
<th>Grade level Preference</th>
<th>Geographic Preference (if any)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>HYATTSVILLE BRANCH</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Myrtle Van Leer</td>
<td>559-6894</td>
<td>Children's picture books or library work with children</td>
<td>Whatever available</td>
<td>Upper Prince George's County</td>
</tr>
<tr>
<td>Nell Colburn</td>
<td>244-1727</td>
<td>Children's picture books/library work with preschoolers/storytelling/backpacking</td>
<td>no preference</td>
<td>Hyattsville area only</td>
</tr>
<tr>
<td>Nancy Breul</td>
<td>543-2693</td>
<td>Information service</td>
<td>no preference</td>
<td>Hyattsville area</td>
</tr>
<tr>
<td>Rosemary Baker</td>
<td>868-4679</td>
<td>Children's picture books/storytelling</td>
<td>kindergarten - 4th grade</td>
<td>Central and southern</td>
</tr>
<tr>
<td>Susan Steele</td>
<td>439-7575</td>
<td>Services for handicapped-general and library</td>
<td>no preference</td>
<td>Hyattsville area</td>
</tr>
<tr>
<td>Terry Mills</td>
<td>635-4790</td>
<td>Contemporary poetry — readings selected for age or interests of group</td>
<td>Jr.-Sr. High</td>
<td>Hyattsville area</td>
</tr>
<tr>
<td>Judy Mack</td>
<td>277-3432, 864-2385 (home)</td>
<td></td>
<td>Open</td>
<td>None</td>
</tr>
<tr>
<td><strong>MAGRUDER BRANCH</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beryl Feinberg</td>
<td>459-6900</td>
<td>International relations, Foreign service, Eastern European Affairs</td>
<td>9-12</td>
<td></td>
</tr>
<tr>
<td>Marjorie Crammer</td>
<td>459-6900</td>
<td>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).</td>
<td>any</td>
<td>North &amp; Central area of county best.</td>
</tr>
<tr>
<td><strong>NEW CARROLLTON BRANCH</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J.K. Corrigan</td>
<td>839-2400</td>
<td>Librarianship</td>
<td>Jr.-Sr. High</td>
<td>Southern P.G.</td>
</tr>
<tr>
<td>N.L. Johanson</td>
<td>&quot;</td>
<td>Librarianship and Art</td>
<td>Elementary</td>
<td>&quot;</td>
</tr>
<tr>
<td>Birdie Law</td>
<td>&quot;</td>
<td>Librarianship</td>
<td>All grades</td>
<td>&quot;</td>
</tr>
<tr>
<td>Albert Grimm</td>
<td>&quot;</td>
<td>Librarianship</td>
<td>Jr.-Sr. High</td>
<td>&quot;</td>
</tr>
<tr>
<td>Richard Ashford</td>
<td>&quot;</td>
<td>Folk Music &amp; Librarianship</td>
<td>All grades</td>
<td>&quot;</td>
</tr>
<tr>
<td>Susan Smithers</td>
<td>&quot;</td>
<td>Librarianship &amp; Theater</td>
<td>Sr. High</td>
<td>&quot;</td>
</tr>
<tr>
<td>Adele Jones</td>
<td>&quot;</td>
<td>Librarianship &amp; Reference</td>
<td>Jr.-Sr. High</td>
<td>&quot;</td>
</tr>
<tr>
<td>Name</td>
<td>Phone Number</td>
<td>Area or subject of interest</td>
<td>Grade level Preference</td>
<td>Geographic Preference (if any)</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------</td>
<td>----------------------------------------------------------------</td>
<td>------------------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>E. Burgess</td>
<td>699-3500</td>
<td>Library Profession, Estonia; Finland, Travel in Europe</td>
<td>8-9th Grades</td>
<td>none</td>
</tr>
<tr>
<td>Maria Pedak</td>
<td>699-3500 Ext. 297</td>
<td>Library careers, Reading, Travel Europe &amp; the Caribbean</td>
<td>9-12th</td>
<td>none</td>
</tr>
<tr>
<td>Julia Losinoki</td>
<td>699-3500 Ext. 297</td>
<td></td>
<td>none</td>
<td>none</td>
</tr>
</tbody>
</table>
## APPENDIX A

### CAREER DEVELOPMENT PROGRAM

<table>
<thead>
<tr>
<th>Student's Name</th>
<th>Last</th>
<th>First</th>
<th>M.I.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Father (or guardian)</td>
<td>Occupation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mother (or guardian)</td>
<td>Occupation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Any Other family member</td>
<td>Occupation</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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)
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
Seabright, 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 & Lm. Association
3505 Hamilton St.
Hyattsville, Md. 20782
Phone: 779-1200

Dr. Lee Bowen
Supervisor, Career Education
P. George's County Bd. of Ed.
Upper Marlboro, Md. 20780
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.
Americo! Natl. Bank
5740 Silver Hill Rd.
Suitland, Md. 20028
Phone: 565-7191

Phil Davidoff
Belair Travel Consultants
6848 Racetrack Rd.
Hyattsville, Md. 20715
Phone: 327-4066

Mrs. Mary Donnelly
Kearnar 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
P. 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

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?

_____ Elementary  _____ Junior High  _____ Senior High

How Many? ____________________________

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 ____________________________