The Role of the High School Guidance Counsellor in Post-Secondary Recruitment

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for the
Northern Labour Market Information Clearinghouse

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Northern Labour Market Information Clearinghouse

The Clearinghouse Project

The Clearinghouse Project is a collaboration between the Northern Alberta Development Council and five public colleges located in Northern Alberta. The purpose of the *Clearinghouse Project* is to provide on-going research relevant to the labour-market trends in Northern Alberta. The information collected through the *Clearinghouse Project* is intended to be used by the Colleges to assist them in determining strategies to meet the training and employment needs of the Region. Current members in the Clearinghouse Project include: Fairview College, Grande Prairie Regional College, Keyano College, Lakeland College, and Northern Lakes College. Once a year these members convene to determine the research priorities of its Research Consultants. The following report is a result of this process.

The Rationale

The High-School Counsellor can be a valuable professional link for post-secondary recruitment. In a recent study by Ipsos-Reid Corporation (April 2001) the most common resource reported for post-secondary information used by High-school graduates was the School Counsellor (92%). As such, it is critical that post-secondary institutions ensure that High-School Counsellors have access to current program descriptions, student-financing options, and college application forms. However, the extent of the Guidance Counselor-s role in providing these services is relatively unknown. The intent of this report is to determine this role. When a post-secondary institution have an understanding of the Ain-house@ activities conducted by the Guidance Counsellor, partnership development can augment the recruitment efforts of the said institution.

The Questions to Be Answered

This report focused on three primary questions - 1) What is the role of the Guidance Counsellor in a high school? 2) Who determines this role? and 3) To what extent are Guidance Counsellors involved in providing post-secondary services to the student body. These questions were answered through the following strategies:

- 1) Collapsing of Alberta Learning School Population Statistics
- 2) A survey was sent to all High schools in the research area
- 3) Four Executive members of the ATA- Guidance Council responded to a questionnaire.
- 4) Resources provided by Alberta Learning for post-secondary planning were reviewed.
- 5) The Researcher attended a Post-secondary Recruiter-s Conference in Calgary as a preliminary step to creating the survey forwarded to Guidance Counsellors.
- 6) The Researcher attended an Alberta Career Event to become familiar with the possible post-secondary services that can be offered.

Findings

The findings of this report are divided into three categories:

Demographics: A summary of the number of school districts, High schools, and students.

Current: Current activities taking place that facilitate post-secondary recruitment.

Outcomes: ATA- Guidance Council feedback and survey response and analysis.

Demographics:

School Districts In The Research Area

Of the 42 Public School Districts in Alberta, 12 were located within the research area. Of the 17 Separate School Districts in Alberta, 7 were located in the research area. **Chart 1** and **Chart 2** present the school districts identified within the research area.

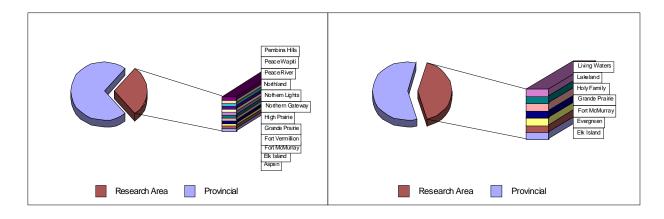


Chart 1: Public School Districts

Chart 2: Separate School Districts

Within the 12 Public School Districts located in the research area, 73 High schools were identified. Within the 7 Separate School Districts located in the research area, 15 High schools were identified. A total of 88 High schools were identified for this report.

Total Enrollment in the Research Area

| | | Grade Level | | | |
|-----------------|--------|-------------|--------|--------|---------|
| | 9 | 10 | 11 | 12 | Total |
| Research Area | 4.063 | 6898 | 6517 | 6692 | 24,706 |
| Provincial | 42,413 | 44,616 | 43,661 | 52,835 | 183,525 |
| % Of Provincial | 9.6% | 15.5% | 14.9% | 12.7% | 13.5% |

Notes: Grade 9's include only those students attending a school with a Senior High Program

Table 1: A comparison of the number of students in Grades 9 -12 that reside in the research area to the number of students in Grades 9 - 12 for the Province.

Source: Alberta Learning - Population and Statistics (Based on June 2001)

Note: See Appendix for a list of the High schools in each district, and enrollment numbers for each school.

2. Current

A review of resources indicated that there are numerous post-secondary information avenues available to the High-school students in the Region. Some of the notable current resources are:

- 2.1) Alberta Learning-s Student Learning-Career Planner (SLCP) resource kit is available to all Educators. Unfortunately the use of this resource is not mandated in the Provincial curriculum. Implementation strategies that are suggested by Alberta Learning weave the SLCP into courses and/or school counselling services. Whether or not this resource is used to its fullest extent is dependent upon the particular Counselling service within the High School (Source: Alberta Learning)
- 2.2) Alberta Career Events are career fairs coordinated through Alberta Learning=s Special Programs Branch in collaboration with post-secondary institutions. Each year High schools receive a registration-invitation to host an Alberta Career Event in their local area. There were 35 High-schools that held an Alberta Career Event during the period of Septmeber 17th October 31st. Of these 35 ACE=s, 12 were held at a High school within the research area. Four of the Clearinghouse partners also held an Alberta Career Event during this time period. (See Appendix for a list of High schools and *Clearinghouse* partners that held an Alberta Career event between Sept.— Oct. 2001. (Source: NAIT)
- 2.3) Alberta has a strong, coordinated partnership among the recruiters for post-secondary institutions. This partnership is reflected in the creation of the Educational Liaison Association of Alberta (ELAA) of which its partners attend Alberta Career Events and host professional conferences for its members. During its annual conference the ELAA hosts a career fair with invitations to all High schools. This year the annual ELAA will be held in Banff Nov. 21-23.

- 2.4) There are 27 Alberta Career Development Centers located throughout the province, of which 7 are located within the research area of the *Clearinghouse* partners. These Centers can be a resource for Educators who want to develop such skills as resumes, SIN # applications, and labour market analysis. The relationship between the Centers and the High-schools is dependent upon the personalities within the roles. There is no mandate that stipulates they have to access or coordinate services.
- 2.5) Alberta Learnings website has a database of all post-secondary offerings in the Province. Searches can be conducted by program, region, or institutions. This is a good starting point for students in the initial stages of inquiry. Detailed information is available though links to the institutions. This website also contains labour market information, job profiles, and information on financing.
- 2.6) All School Boards have a collection of post-secondary calendars. Whether or not these resources are used, are accessible to the student, or are up-to-date is dependent upon the specific school board.
- 2.7) Most post-secondary institutions have a web page containing program descriptions, downloadable application forms, and internet payment options. This is a great resource for students who have access to a computer to research post-secondary offerings and/or to request hard print.

3. Outcomes:

3.1) Feedback From the Executive of the ATA - Guidance Council

Through e-mail correspondence, a generic list of questions was forwarded to five members of the Executive of Alberta Teacher=s Association - Guidance Council. Four of the five members responded. The Executive responses were from Charlotte Ruppel - Edmonton Public School Board; Gordon Thomas - ATA Staff Advisor; Bryan Hiebert - University of Calgary; and Barb Paulson - University of Alberta. The email consisted of four questions. Listed below are the questions with the answers summarized.

<u>Is there a provincial registration / certification requirement in order for someone to work as a Guidance Counsellor in a High school?</u>

No. Most are Teachers. The qualifications vary according to the availability of staff in the Region. Guidance Counsellors in larger centers like Edmonton and Calgary typically have a Master-s. However, other regions may even contract out services.

Are Guidance Counsellors required to be a member of the ATA-Guidance Council?

No. Membership is voluntary.

<u>Does the ATA -Guidance Council keep an up-to-date listing of Guidance Counsellors employed at High-Schools?</u>

No. We are currently attempting to create such a resource. Currently we keep a list only of our members.

Does the ATA have guidelines pertaining to the duties of a Guidance Counsellor?

No. If the person has an Education degree and is a member of the ATA they usually follow the pay grid of the collective agreement. However, the duties of a Guidance Counsellor position are not detailed in the agreement, hence duties are typically determined on a case-by-case basis by the individual school and/or board.

Also, although Alberta Learning recommends Guidance Counselling be available at a school, there is no stipulation in the collective agreement as to the amount or type to be offered.

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3.2) A Survey of Guidance Counsellors in the Research Area.

A survey was mailed to the 88 schools identified in the research area that offer High-school programs. This survey consisted of four sections: 1) the role of the Guidance Counsellor; 2) post-secondary services offered by the Guidance Counsellor; 3) professional networking; 4) and improving information and services offered by post-secondary institutions. Response rate was impacted by the following strategies:

- 1) Surveys were posted the last week of August to ensure schools received the survey the week before the students returned for the 2001/2002 school year.
- 2) The return deadline was watermarked on the survey in three locations.
- 3) A stamped/addressed envelope was included.
- 4) All surveys were mailed to Regional Offices to be placed on internal mail systems.
- 5) A generic e-mail reminder, including an attached PDF version, was sent out to all Regional Offices a week before the deadline.
- 6) Non-returns were contacted by phone the day of the deadline with a request to fax the document to the author.

These strategies resulted in 67 of the 88 surveys being returned - a response rate of 76%.

Following is the survey with total responses inserted for each question.

Survey of Post-Secondary Information and Services

Offered Through Guidance Counsellors of High Schools

In Northern Alberta

Joni Heffernan Research Consultant

| | the members of the <i>Clearing</i> a collaboration of post-secon | urvey will be summarized and presented to house Project. The Clearinghouse Project is dary institutions in Northern Alberta who be the services they offer to residents of the |
|-----------------------|---|--|
| | Schools in the Region as information of the progra secondary institutions an 2) To identify areas for imp | ties that are taking place in the High it pertains to providing students with and resources available from post- |
| Consent to Participat | e: Accept | Decline |
| School: | | Date: |
| Person Completing Su | ırvey: | Title: |

Does your High School have a Guidance Counsellor?

53-Yes

14-No

If Yes - Please Complete <u>Sections 1 - 4</u>

If No - Please Complete **Section** <u>4</u>

Section 1 - The Role of the Guidance Counsellor in Your School

Question # 1) Approximately what percentage of the Guidance Counsellor-s time is dedicated to Post-secondary information / services?

| 100% | 75% | 50% | 25% | 10% | Less than 10% |
|------|-----|-----|-----|-----|---------------|
| 2 | 4 | 15 | 18 | 10 | 4 |

Question # 2) Does the Guidance Counsellor provide emotional counselling? 42-Yes 11-No

44-Yes 9-**Question # 3)** Does the Guidance Counsellor have teaching responsibilities No

Question #4) Does the Guidance Counsellor play a primary role in providing services such as IEPs, Behavior Intervention Plans, or Case Management meetings, for students with special needs? 21-Yes 32-No

Question # 5) Who / what was the primary decision maker of the roles and responsibilities outlined in the job description of the Guidance Counsellor position?

- 3 **Board of Trustees**
- 10 School Board
- 49 Principal / Vice Principal
- 2 **Community Sponsors**
- Alberta School Improvement Guidelines 1
- 1 Student Health Initiative Guidelines
- 9 Other: Self, Parent Committee

Question # 6) What is the Guidance Counsellor=s academic / experiential background?

- 47 Teacher - Bachelor of Education
- 6 **Educational Psychology**
- Clinical Psychology 0
- 2 Career Development Specialist
- 2 Social Worker
- 6 Other: MEd, Post-grad Diploma, Diploma in Counselling, CTS Specialist

Section 2 - Post-secondary information and services offered by your Guidance Counsellor.

Question #7) Does The Guidance Counselling Service provide?

| 0-blank | Current post-secondary calendars the students can access? | 51-Yes | 2-No |
|----------|---|--------|-------|
| 0-blank | Applications/Assistance for Colleges / Universities? | 51-Yes | 2-No |
| 4-blank | Applications/Assistance for Student Loan programs. | 48-Yes | 1-No |
| 4-blank | Applications/Assistance for Scholarships / Bursaries | 48-Yes | 1-No |
| 10-blank | Career / Interest Assessments? | 38-Yes | 5-No |
| 3-blank | Student Attendance Career / Post-secondary Fairs? | 47-Yes | 3-No |
| 7-blank | Tours of Post-Secondary campuses? | 42-Yes | 4-No |
| 5-blank | Guest speakers from selected professional fields? | 38-Yes | 10-No |
| 0-blank | Parent Information Sessions | 40-Yes | 13-No |

Section 3 - Professional networking for Guidance Counsellors of High Schools

Question #8) What is your Guidance Counsellor-s involvement in the following networks:

| 1-blank | Alberta Teacher=s As | sociation - Guidance C | Council | |
|---------|----------------------|------------------------|-----------------|----------------|
| | Member | Used Services | Aware Of | Never Heard Of |
| | 18 | 9 | 22 | 3 |
| 0-blank | Canadian Counsellin | g Association | | |
| | Member | Used Services | Aware Of | Never Heard Of |
| | 3 | 4 | 28 | 18 |
| 0-blank | Educational Liaison | (Post-Secondary) Asso | ciation of Albe | rta? |
| | | Used Services | Aware Of | Never Heard Of |
| | | 32 | 10 | 11 |
| 3-blank | Canadian Career Cor | nsortium | | |
| | | Used Services | Aware Of | Never Heard Of |
| | | 11 | 18 | 21 |
| 2-blank | Canlearn Interactive | - Government of Canad | da | |
| | | Used Services | Aware Of | Never Heard Of |
| | | 12 | 18 | 21 |
| 0-blank | Schoolfinder.com | | | |
| | | Used Services | Aware Of | Never Heard Of |
| | | 27 | 20 | 6 |

Section 4 -Improving Information and Services Offered By Post-Secondary Institutions

Question # 9) The following list reflects a variety of possible services carried out by post-secondary institutions to ensure High School students have access to the information they need to make decisions regarding their higher-education goals. Please check off the areas that you feel the Members of the *Clearinghouse Project* can assist you with to improve the services offered to the students of your School.

- 63 Calendars / Program Descriptions (hard copies)
- 23 Calendars / Program Descriptions (on-line)
- 61 College / University Applications (hard copies)
- 18 College / University Applications (on-line)
- Information on Tuition Fees
- 62 Student Loan Application Packages
- 47 Information on Student Support Services
- Representative Visits to your High School
- 31 Career Fairs (On-site)
- 34 Career Fairs (Regional)
- 62 Career / Interest Assessments
- 18 Campus Tours
 - 31 Transportation
 - 24 Accommodations
- High School / Post-Secondary Curriculum Linkages

Question # 10) May the members of the *Clearinghouse Project* contact you to discuss how they can improve the information / services available to the students of your High School? 38-Yes

Thank-you for your input!

Analysis of Survey Sections:

Seventy-nine percent (79%) of the respondents indicated "YES" to Counselling services available at their High school. Of the 21% of schools that indicated "NO", they had a student body of less than 75 and tended to be located in remote communities, however four of the respondents were Outreach Schools in larger communities. The results for Sections 1, 2, & 3 only include those High Schools that indicated "YES" they had a Counsellor (n=53)

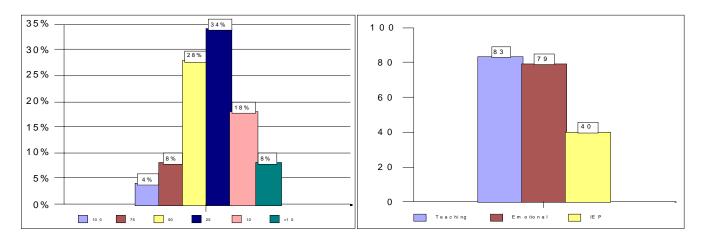


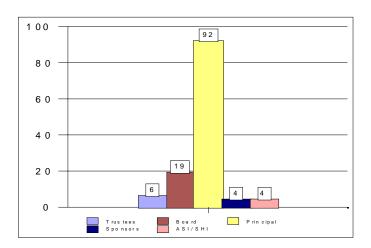
Figure 1: Question #1 - Percent of sample that indicated percent of time across the six options.

Figure 2: Question #2, 3, 4 - Percent of sample that indicated other duties.

In reference to **Figure #1**, 89% of the sample indicated that they spent ½ time or less delivering post-secondary services in their high school. When **Figure #2** is taken into consideration - 83% indicating Teaching as a duty, 79% indicating emotional counselling, and 40% are crossing over into the special needs field working on IEP's, Behavior Plans, and Case Management, it becomes clear that when an Educational Liaison (EL) does get time with the Counsellor he/she should ensure they have specific requests and/or tasks predetermined. **Figure #3**, on the following page, highlights the importance of ensuring that the Principal is part of the process. **Figure #4** points out that the vast majority of Counsellors are Teachers, hence knowledge of post-secondary services should not be assumed.

Figure 3: Question #5 - Percent of sample indicating input sources for job description.

Figure 4: Question #6 - Percent of sample indicating academic background.



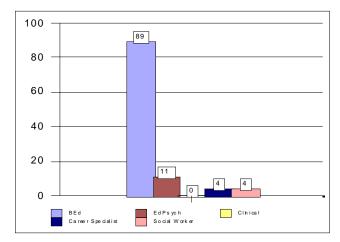


Figure # 5, on the following page, may be misleading. Recall that the information from Figure # 1 and Figure #2 resulted in the majority of the sample defining their role as "½ time or less", with "added duties". Yet 72% of the sample indicated they delivered all of the services listed in Figure #5. Unfortunately the details of these services are unknown. Note that the activities that required the most amount of time and organization on the Educators part did receive the lowest ratings (assessments, speakers, and parent information sessions) within the list.

Figure #6 is intriguing in a number of ways. First, the information is consistent with the feedback from the ATA-Guidance Council. Of the sample only 34% were members of this branch of the ATA. There were three respondents who indicated they had "never heard of" the ATA-Guidance Council; surprisingly one of these respondents was a Principal! Compare these results with the impact of the Educational Liaison Association of Alberta. With 60% of the sample indicating that they "used the services"; the highest ranking resource; it appears that there is a heavy dependence on the ELAA for services. This is definitely a positive reflection on the efforts of the ELAA.

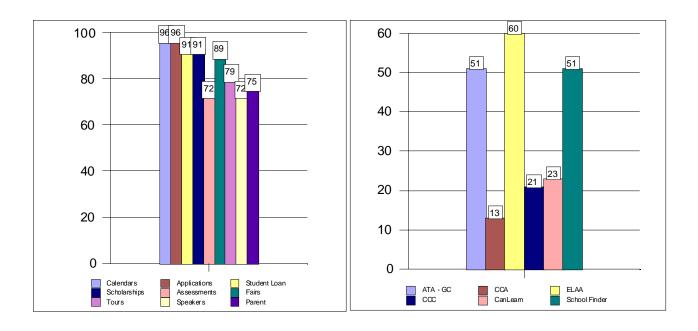


Figure 5: Question 7 - Percent of sample indicating they deliver services listed.

Figure 6: Question 8 - Percent of sample indicating member and/or used service

Section 4 -Improving Information and Services Offered By Post-Secondary Institutions

Question #9 - The results for this section included all respondents (N=67)

Rank Ordered

| # of Resp | <u>oonses</u> | % of Total Respondents |
|-----------|--|------------------------|
| 64 | Information on Tuition Fees | 96 |
| 63 | Calendars / Program Descriptions (hard copies) | 94 |
| 62 | Student Loan Application Packages | 93 |
| 62 | Career / Interest Assessments | 93 |
| 61 | College / University Applications (hard copies) | 91 |
| 53 | High School / Post-Secondary Curriculum Linkages | 79 |
| 47 | Information on Student Support Services | 70 |
| 38 | Representative Visits to your High School | 57 |
| 34 | Career Fairs (Regional) | 51 |
| 31 | Career Fairs (On-site) | 46 |
| 31 | Campus Tours - Transportation | 46 |
| 24 | Campus Tours - Accommodations | 36 |
| 23 | Calendars / Program Descriptions (on-line) | 34 |
| 18 | College / University Applications (on-line) | 27 |
| 18 | Campus Tours (only) | 27 |

| Unsolicited Comments: | We need more copies of calendars -3 |
|-----------------------|---|
| | Will they pay for transportation to campuses? - 2 |
| | Alberta Career Events are an excellent resource 5 |
| | Great job done by partners - 7 |
| | Need transfer guides- 2 |
| | Very pleased with the efforts of Post-secondary institutions -3 |
| | Cost of post-secondary needs to be detailed more 7 |
| | I want stuff I can bring into the classroom - 6 |
| | On-line is only good for one-on-one. 3 |

Following are five points of discussion highlighted from Question #9 of the survey:

- 1) Of the services listed <u>in Question #9</u>, the highest ranking (96%) need for improvement was information on tuition fees. This result reinforces the findings of <u>The Post-Secondary Accessibility</u>

 <u>Study</u> (Ipsos & Reid, April 2001). In the Ipsos & Reid report the cost of post-secondary education was ranked as the highest (70% of respondents, n=1806) <u>perceived</u> barrier to post-secondary education. However, Ipsos-Reid also found that 87% of respondents <u>over-estimated</u> the actual cost of post-secondary education. Hence, potential students need detailed breakdowns of the cost of post-secondary education, including living expenses and financial aid options.
- 2) An unanticipated result from Question # 9 is the ranking of "hard copy" resources. Print materials are still very popular. Even though the current wave in educational technology is "on-line" services, the respondents indicated a preference for print materials such as calendars (94%), and student loan guides (93%) and applications (91%). Considering the work environment of the respondents (and the unsolicited comments) it appears that materials that can be brought into a classroom which do not require a large investment of time (e.g. downloading calendars,) and resources (e.g. access to computers) on the part of the Educator are most preferred. The added advantage for the Educator is that such resources can also be incorporated in a lesson plan for the group.

3) The need for improved services in career assessments was noted by 93% of the respondents. However, we must keep in mind that 89% of the respondents have an Education background and hence may associate Psycho-educational with the word assessment. Psycho-educational assessment is a formal, professionalized service within the school system that impacts funding and diagnosis. Career assessment does not necessarily imply such formalities. From the perspective of an Educational Liaison the intent of administrating a Career Assessment to High-School students should be to open discussion, reinforce studying, discuss strengths, brainstorm career paths, and if at all possible show the links to the programs offered at the said College. In essence it's a recruiting resource not a diagnostic resource.

Interestingly the Ipsos & Reid (April 2001) report found that the highest-ranking reason (55%) respondents gave for not attending a post-secondary institution was lack of career direction. Hence career assessments serve an important role in post-secondary services within the High school. The question remains who should be doing it - the Educational Liaison or the Counsellor? If left to the Counsellor the Educational Liaison must invest time to educate the Counsellor in the administration and purpose of the assessments used.

4) Increased knowledge of the linkages between High-school curriculums and post-secondary programs was requested by 79% of the respondents. Considering that the respondents are not Recruiters, it is up to the Educational Liaisons of the Colleges to be familiar with the High-school curriculums and to emphasize these linkages to the students.

5) The final highlight from Question # 9 is the request for representative visits to the High schools (57%). This result reinforces the findings of the Peace Adolescent Total Health Survey (PATH-2001). This survey summarized two years of researching the needs of youth in the Peace Region. The number one issue that youth requested information on was career planning (78% of 1046 respondents). Interestingly, when students were asked the preferred method of delivery, 66% of the respondents indicated "in the classroom".

In summary "the be all to end all" of service for High schools incorporates the five points from above. The ideal scenario would be - the EL would <u>visit a classroom</u> with lots of <u>copies of calendars</u>, <u>applications</u>, and <u>student loan packages</u>. Following the opening motivational comments, the EL would administer a <u>career assessment</u> to the group, outline how the outcomes <u>link to current courses</u> and to the <u>programs</u> of the said college, <u>financial expectations</u> would be detailed through <u>case</u> <u>scenarios</u>, and then <u>the application form</u> would be reviewed. A <u>follow-up visit</u> to collect applications with an invitation to meet with students one-on-one would conclude the individualized recruitment effort for that group of students.

Question #10) May the members of the *Clearinghouse Project* contact you to discuss how they can improve the information / services available to the students of your High School?

Following is the contact information for the 38 respondents (60%) who requested follow-up from the members of the *Clearinghouse* partners. The asterisk indicates "NO" Counsellor.

Follow-up Contact Permitted

| Division - Public | School | Contact Person | Contact Info. |
|-----------------------|-------------------------|-----------------------|-------------------------|
| Aspen View RD#19 | Boyle School | Yvette Webster | 689-3647 5313 (fax) |
| | Grassland * | Mark Boersma | 525-3733 3750 (fax) |
| | H.A. Kostash School | Ann Laga | 656-3820 2122 (fax) |
| Elk Island Public RD | Bev Facey Community | Joan Borys | 467-0044 3467 (fax) |
| | Lamont High School | G. Csada | 895-2228 2600 (fax) |
| | Strathcona Christian | H.Schillenberg | 464-7127 3954 (fax) |
| | Vegreville Composite | W. Smolak | 632-3341 3533 (fax) |
| Fort McMurray SD | Westwood Community | Paulette Fitzgerald | 791-1986 743-9663 (fax) |
| Fort Vermillion SD#52 | Fort Vermillion Public | David Petriew | 927-3706 4476 (fax) |
| | La Crete Public School | Bob Young | 928-3913 3000 (fax) |
| | Rainbow Lake School | D. Schneidmiller | 956-3851 2352 (fax) |
| | Rocky Lane School | Levi Pardy | 927-3297 4344 (fax) |
| Grand Prairie Public | Bridge Network | David Watson | 539-0950 |
| High Prairie SD #48 | E.W. Pratt High School | Francis Lessard | 523-3813 5470 (fax) |
| | Roland Michner | Len Ramsey | 849-3064 2032 (fax) |
| Northern Gateway | Fox Creek School | Jim Hailer | 622-3742 3482 (fax) |
| | Hillside Junior/Senior | Robert Carter | 524-3277 4205 (fax) |
| | Sangudo Junior/Senior | Sharon Fredrick | 785-3431 3179 (fax) |
| Northern Lights SD#69 | Bonnyville Centralized | Brian Toma | 826-3366 2959 (fax) |
| Northland SD #61 | Little Buffalo School * | L. Rein | 629-3950 3810 (fax) |
| | Paddle Prairie School * | Lorraine McGilliuray | 981-2124 3777 (fax) |
| Peace River SD#10 | Fairview High School | Gord Ivey | 835-5421 3222 (fax) |
| | Grimshaw Junior/Senior | Aleetha Ploc | 332-4075 2223 (fax) |
| | P.Rowe Junior/Senior | Anita Bak | 836-3397 3992 (fax) |
| | Peace River High | Allyson Barr | 624-4221 4048 (fax) |
| | Worsley Central High | Bev Shilka | 685-3842 3766 (fax) |

| Peace Wapiti Regional | Beaverlodge Regional | Katja Davidson | 354-2189 8440 (fax) |
|------------------------|----------------------|----------------|---------------------|
| | Ridgevalley School | John White | 957-3995 2662 (fax) |
| | Sexsmith Secondary | Anna Walker | 568-3642 4680 (fax) |
| Pembina Hills Regional | Barrhead Composite | Trudy Gammel | 674-8522 8543 (fax) |
| | Swan Hills School | Jacelyn Watson | 333-4471 2013 (fax) |

| Division - Separate | School | Contact person | Contact Information |
|---------------------|---------------------|------------------|-------------------------|
| Elk Island CSRD #41 | Archbishop Jordon | Dave Kornder | 467-2121 1390 (fax) |
| Evergreen CSRD #2 | St. Mary School | Audrey MacDonald | 349-3644 6126 (fax) |
| Grand Prairie RCSSD | St. Joseph Catholic | Ms?. Beaulieu | 532-7779 539-3242 (fax) |
| | St. Thomas More | L. Nicholson | 835-2245 4700 (fax) |
| Holy Family CRD | Glenmary School | Bob Plowman | 624-5656 3730 (fax) |
| Lakeland RCSSD | Assumption | Vince Spila | 594-4050 3585 (fax) |
| Living Waters | Gerard Redmond | Marlys Lalonde | 865-2820 1444 (fax) |
| | St. Joseph School | G. Melainson | 778-2345 2008 (fax) |

APPENDIX

High-schools Identified in the Research Area

| Division - Public | School | 9 | 10 | 11 | 12 | Т |
|--|--|-----|------|------|------|------|
| Aspen View Regional Division #19 | Boyle School | 34 | 33 | 34 | 50 | 151 |
| | Edwin Parr Composite | 104 | 150 | 136 | 153 | 543 |
| | Grassland Community | 19 | 18 | 13 | 6 | 56 |
| | H.A. Kostash School | 28 | 54 | 36 | 48 | 166 |
| | Thorhild Central School | 47 | 56 | 45 | 39 | 187 |
| | Vilna School | 22 | 26 | 28 | 7 | 83 |
| Total # | | 254 | 337 | 292 | 303 | 1186 |
| Elk Island Public Regional Division #41 | Andrew School | 22 | 20 | 15 | 21 | 78 |
| | Ardrossan Junior/Senior High School | 155 | 169 | 159 | 145 | 628 |
| | Bev Facey Community High School | na | 447 | 394 | 461 | 1302 |
| | Fort Saskatchewan Senior High (&Outreach) | na | 179 | 177 | 262 | 618 |
| | Lamont High School | 57 | 56 | 55 | 50 | 218 |
| | Salisbury Composite High School | na | 310 | 357 | 419 | 1086 |
| | Sherwood Park Outreach School | 14 | 18 | 36 | 124 | 192 |
| | Strathcona Christian Academy | 63 | 62 | 59 | 62 | 246 |
| | Vegreville Composite High School (& Outreach) | 70 | 101 | 97 | 117 | 385 |
| Total # | | 381 | 1362 | 1349 | 1661 | 4753 |
| Fort McMurray School District #2833 | Clearwater Alternative High School | na | 27 | 15 | 29 | 71 |
| | Fort McMurray Composite High School | 185 | 198 | 186 | 235 | 804 |
| | Westwood Community High | 217 | 216 | 237 | 240 | 910 |
| Total # | | 402 | 441 | 438 | 504 | 1785 |

| Division - Public | School | 9 | 10 | 11 | 12 | T |
|---|--|-----|-----|-----|-----|------|
| Fort Vermillion School Division #52 | Fort Vermillion Public School | 26 | 30 | 20 | 12 | 88 |
| | High Level Public School | 66 | 143 | 67 | 47 | 323 |
| | La Crete Public School | 75 | 75 | 67 | 73 | 290 |
| | Rainbow Lake School | 9 | 10 | 16 | 13 | 48 |
| | Rocky Lane School | 20 | 22 | 19 | 11 | 72 |
| Total # | | 196 | 280 | 189 | 156 | 821 |
| Grand Prairie Public School District #2357 | Bear Creek School | 1 | 5 | 5 | 0 | 11 |
| | Bridge Network | 15 | 81 | 51 | 63 | 210 |
| | Grand Prairie Composite High School | na | 526 | 513 | 451 | 1490 |
| Total # | | 16 | 612 | 569 | 514 | 1711 |
| High Prairie School Division #48 | E.W. Pratt High School | na | 92 | 85 | 95 | 272 |
| | G.P. Vanier School | 50 | 59 | 56 | 63 | 228 |
| | Kinuso School | 25 | 21 | 11 | 3 | 60 |
| | Lakeside Outreach School | 9 | 12 | 12 | 24 | 57 |
| | Prairie View Outreach School | 8 | 15 | 10 | 9 | 42 |
| | Roland Michner Secondary School | 120 | 127 | 102 | 99 | 448 |
| Total # | | 212 | 326 | 276 | 293 | 1107 |
| Northern Gateway Regional Division #10 | Fox Creek School | 44 | 49 | 44 | 34 | 171 |
| | Hillside Junior/Senior High | 57 | 55 | 68 | 62 | 242 |
| | Hilltop High School | 151 | 149 | 158 | 138 | 596 |
| | Mayerthorpe Junior/Senior | 70 | 66 | 70 | 75 | 281 |
| | Onoway Junior/Senior High | 135 | 130 | 103 | 113 | 481 |
| | Sangudo Junior/Senior High | 33 | 21 | 26 | 19 | 99 |
| Total # | | 490 | 470 | 469 | 441 | 1870 |

| Division - Public | School | 9 | 10 | 11 | 12 | Т |
|------------------------|-----------------------------|-----|-----|-----|-----|------|
| Northern Lights SD #69 | Bonnyville Centralized High | 108 | 129 | 112 | 127 | 476 |
| | Bonnyville Off-Campus | 6 | 17 | 22 | 15 | 60 |
| | Cold Lake Off-Campus | 1 | 13 | 10 | 16 | 40 |
| | Ecole Plamondon School | 34 | 35 | 26 | 29 | 124 |
| | Glendon School | 22 | 18 | 19 | 17 | 76 |
| | Grand Center High School | 128 | 141 | 174 | 165 | 608 |
| | J.A. Williams High School | 145 | 149 | 128 | 129 | 551 |
| | Las La Biche Off-Campus | 3 | 16 | 7 | 6 | 32 |
| Total # | | 447 | 518 | 498 | 504 | 1967 |
| Northland SD#61 | Athabasca Delta Community | 21 | 27 | 13 | 7 | 68 |
| | Calling Lake School | 14 | 9 | 14 | 2 | 39 |
| | Conklin Community | 8 | na | 1 | 2 | 11 |
| | Dr. Mary Jackson School | 9 | 5 | 8 | 5 | 27 |
| | Kateri School | 9 | 10 | 2 | 0 | 21 |
| | Little Buffalo School | 3 | 1 | 2 | 1 | 7 |
| | Mistassiniy School | 64 | 77 | 36 | 31 | 208 |
| | Paddle Prairie School | 11 | 5 | 7 | 0 | 23 |
| | Peerless Lake School | 8 | 13 | 6 | 2 | 29 |
| | Red Earth Creek School | 8 | 1 | 2 | 0 | 11 |
| Total # | | 155 | 148 | 91 | 50 | 444 |
| PRSD #10 | Fairview High School | 54 | 75 | 77 | 68 | 274 |
| | Grimshaw Junior/Senior | 45 | 46 | 44 | 37 | 172 |
| | Hines Creek School | 19 | 18 | 10 | 16 | 63 |
| | P.Rowe Junior/Senior High | 35 | 63 | 38 | 50 | 186 |
| | Peace River High School | na | 147 | 103 | 125 | 375 |
| | Worsley Central High | 13 | 18 | 19 | 18 | 68 |
| Total # | , | 166 | 367 | 291 | 314 | 1138 |

| Division - Public | School | 9 | 10 | 11 | 12 | Т |
|---------------------------------------|-------------------------------------|-----|-----|-----|-----|------|
| Peace Wapiti Regional Division #33 | Beaverlodge Regional High School | NA | 213 | 184 | 147 | 544 |
| | Central Peace High School | 47 | 62 | 61 | 64 | 234 |
| | Eaglesham School | 17 | 25 | 17 | 19 | 78 |
| | Ridgevalley School | 23 | 25 | 17 | 20 | 85 |
| | Savanna School | 17 | 13 | 16 | 12 | 58 |
| | Sexsmith Secondary School | 100 | 157 | 114 | 130 | 501 |
| Total # | | 204 | 495 | 409 | 392 | 1500 |
| Pembina Hills Regional Division #7 | Barrhead Composite High School | 152 | 170 | 191 | 206 | 719 |
| | Fort Assiniboine School | 21 | 23 | 14 | 14 | 72 |
| | Richard F. Staples High | 99 | 172 | 151 | 157 | 579 |
| | Swan Hills School | 37 | 20 | 17 | 21 | 95 |
| | Westlock Outreach | 5 | 13 | 19 | 42 | 79 |
| Total # | | 314 | 398 | 392 | 440 | 1544 |

| Division - Separate | School | 9 | 10 | 11 | 12 | Т |
|---------------------------|---|-----|-----|-----|-----|------|
| Elk Island CSRD | Archbishop Jordon High | na | 238 | 254 | 236 | 728 |
| | John Paul 11 High | 87 | 70 | 72 | 65 | 294 |
| Total # | | 87 | 308 | 326 | 301 | 1022 |
| Evergreen CSRD #2 | St. Mary School | 33 | 21 | 20 | 31 | 105 |
| | St. Thomas Aquinas | na | 131 | 115 | 140 | 386 |
| Total # | | 33 | 152 | 135 | 171 | 491 |
| Fort McMurray RCSSD#32 | Father Patrick Mercredi Community School | 268 | 292 | 270 | 302 | |
| Total # | | 268 | 292 | 270 | 302 | 1132 |
| Grand Prairie RCSSD#28 | St. Joseph Catholic High School | na | 169 | 179 | 182 | 530 |
| | St. Thomas More | 23 | 18 | 17 | 20 | 78 |
| Total # | | 23 | 187 | 196 | 202 | 608 |

| Holy Family CRD | Glenmary School | 49 | 83 | 87 | 80 | 299 |
|-------------------|-------------------------------------|-----|-----|-----|-----|-----|
| | St. Andrew's Catholic (& Cyberhigh) | 55 | 77 | 105 | 48 | 285 |
| Total # | | 104 | 160 | 192 | 128 | 584 |
| Lakeland RCSSD | Assumption | 82 | 90 | 60 | 60 | 292 |
| | Ecole Notre Dame High | 58 | 68 | 69 | 55 | 250 |
| Total # | | 140 | 158 | 129 | 115 | 542 |
| Living Waters CRD | Gerard Redmond | 32 | 25 | 24 | 24 | 105 |
| | St. Joseph School | 50 | 27 | 31 | 19 | 127 |
| | St. Mary of the Lake | 28 | 29 | 26 | 37 | 120 |
| | Vanier Community | 61 | 27 | 32 | 29 | 149 |
| Total # | | 171 | 108 | 113 | 109 | 501 |

Alberta Career Events Held in the Research Area September - October 2001

| High-school | Date | | | |
|---|--------------|--|--|--|
| Barrhead Composite, Barrhead | September 18 | | | |
| Hilltop, Whitecourt | October 2 | | | |
| Hillside, Valleyview | October 2 | | | |
| E.W. Pratt, High Prairie | October 2 | | | |
| Grande Prairie Composite, Grand Prairie | October 3 | | | |
| Fairview, Fairview | October 4 | | | |
| Grande Centre, Cold Lake | October 9 | | | |
| Assumption, Cold Lake | October 10 | | | |
| Bonnyville, Bonnyville | October 10 | | | |
| Westwood, | October 11 | | | |
| Father Patrick Mercredi | October 12 | | | |
| Fort McMurray Composite | October 12 | | | |
| Clearinghouse Partner | Date | | | |
| Northern Lakes, Slave Lake | October 1 | | | |
| Grande Prairie Regional, Grande Prairie | October 4 | | | |
| Keyano, Fort McMurray | October 11 | | | |
| Lakeland, Vermillion | October 15 | | | |