



**Lake County Educational Service Center (GCESC)
Business Advisory Council (BAC) Plan: 2019-2020**

Mission Statement (Per ORC 3313.84): The mission of the LCESC Business Advisory Council (BAC) is to foster cooperation among our member schools, businesses, and the communities they serve to make our education system more aware of the local labor market; promote work-based experiences within businesses; and help students prepare for successful learning and employment opportunities.

2019-2020 Lake County Educational Service Center Business Advisory Council

Members:

Member	Employer	Industry
Mark Rantala	LCOPEDA	Economic Development Agency
Patrick Mohorcic	LCOPEDA	Economic Development Agency
John Gallagher Kirstin Conteen	Component Repair Technologies	Turbine engine repairs
Maureen Burkhart Tonya Horn	Avery Dennison	Manufacturer
Ted Cudak	Lyondellbasell	Manufacturer
John Rampe	Torque Transmission	Manufacturer
Ray Paganini	Cornerstone IT	Software Technical support
Jackie Hoynes	Lake Health	Health Care
Cathy Bieterman	City of Painesville	Municipality
John Stoneback	JM Performance	Manufacturer
Chris Ciolli	Lubrizol	Manufacturer

2019-2020 Lake County Educational Service Center Educator Business Advisory Council Members:

Member	School Building, District or ESC	Title
Jennifer Felker	Lake County ESC	Superintendent
Josh Englehart	Painesville City Schools	Superintendent
Domenic Paolo	Fairport Harbor Schools	Superintendent
Geoffrey Kent	Lake County Governing Board	President
Angela Smith	Madison Schools	Superintendent

Schedule of Meetings

The Lake County Business Advisory Council meets on a quarterly basis. The planned meeting dates for the 2019-2020 school year include:

Date 1: August 6, 2019	Date 2: November 7, 2019
Date 3: February 4, 2020	Date 4: May 5, 2020

The LCESC BAC meeting schedule will be determined annually at the Business Meeting to be held in July or August of each year. (The BAC will meet at least once per quarter as required by Ohio law.)

Sunshine Laws: The LCESC BAC will comply with Ohio's public records and open meetings laws, collectively known as the "Sunshine Laws" as required by law.

Member Appointments:

- County Superintendent (permanent member) serves as Executive Chair.
- 2 Superintendents and representatives from LCESC Member Districts (permanent member).
- 1 Representative from Lake County Ohio Port & Economic Development Authority (LCOPEDA) (permanent member).
- 1 Representative from Auburn Career Center (permanent member).
- 1 Representative from Higher Education – Lakeland Community College (permanent member).
- At least 8 members from local or regional businesses and industries that represent diversity in the business communities. (staggered terms).
- Additional At-large Members may be added at the discretion of the BAC in multiples of 2 (3 year terms).
- Representative from workforce development. At the discretion of the BAC for 3 year term.
- Voting authority – two members from same entity – 1 vote.

Roles of the BAC (Per ORC 3313.84):

1. To *advise* local school districts on changes in the economy and job market and the area in which future jobs are most likely available;
2. To *advocate* for the employment skills most critical to business and industry and the development of curriculum to teach these skills;
3. To *aid* and *support* local school districts by offering suggestions for developing a working relationship among businesses, labor organizations, and educators;
4. To *advise* workforce development on how to be responsive to Northeast Ohio job market.

Appointment & Responsibility of Officers: Officers for the following offices: Chairperson, Vice-Chairperson, and Secretary shall be appointed by the LCESC Superintendent at the annual BAC Business Meeting in July or August each year. Officers shall be appointed from active Board members and will be appointed for 1 year terms. The responsibilities of each office are as follows:

- Chairperson – Superintendent of County
 - Provide leadership to ensure the committee functions properly
 - Promote full participation during the meetings
 - Ensure that all relevant matters are discussed and that effective decisions are made and implemented
 - Lead and Facilitate each meeting
 - Prepare an agenda for each meeting

- Vice Chairperson:
 - Assume the responsibilities of the Chairperson in his/her absence

- Secretary: Assumed by ESC Representative

Terms of Service:

2 Businesses – 1 year

3 Businesses – 2 year

3 Businesses – 3 year

Thereafter all 3 years

The BAC shall avoid potential conflicts of interest when appointing BAC members. The LCESC Superintendent has the right to remove BAC members due to potential conflicts of interest, lack of attendance/participation, lack of cooperative spirit, or any other reason as determined by LCESC in partnership with LCOPEDA.

Amendment of Bylaws: Bylaws of the BAC may be amended at any official BAC meeting by a majority vote of BAC members present at the meeting.

Delineation of Employment Skills: Explain the process the business advisory council will use to research (either formally or informally) in-demand employment skills and how the council will provide recommendations on those employment skills to the governing board.

1. Project/Initiative/Event Name: Lakeland Community College
 - a. Description: Review statewide data for graduation rates
 - b. Goal/Expected Outcome: Increase knowledge of student success rates for higher education

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
<i>What action steps are required to meet the goal or expected outcome?</i>	<i>Who will complete the task?</i>	<i>By when?</i>	<i>What do you need to complete this step? (People, money, tools, etc.)</i>	<i>What could get in the way of this task completion? How will you overcome these barriers?</i>	<i>What is the desired outcome of this task? How will you measure success?</i>
How do postsecondary institutions promote student success?	Lakeland Community College	June 2020	Commitment from all stakeholders to present ongoing data	Commitment and engagement of all partners	To obtain data on how to make it easier for students to navigate the college environment and connect their coursework to their lives to improve student employability

Development of a Curriculum to Instill Employment Skills: Identify goals and develop a comprehensive plan for how employability skills will be taught and reinforced in kindergarten through grade 12. Provide recommendations on how the employment skills identified above will be integrated into and taught through existing curricula and/or the creation of new curricula. This plan should include both classroom instruction, as well as activities, events and programs. Address how existing programs will be sustained and new, innovative programs will be initiated and supported.

1. Project/Initiative/Event Name: K-12 Curriculum Development
 - a. Description: Develop a K-12 Curriculum to assist students in being better prepared for the workforce.
 - b. Goal/Expected Outcome: To have students prepared for long term employment

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
<i>What action steps are required to meet the goal or expected outcome?</i>	<i>Who will complete the task?</i>	<i>By when?</i>	<i>What do you need to complete this step? (People, money, tools, etc.)</i>	<i>What could get in the way of this task completion? How will you overcome these barriers?</i>	<i>What is the desired outcome of this task? How will you measure success?</i>
Develop a K-12 Curriculum to embed readiness skills/seals for students to be better prepared for workforce.	Business Advisory Committee sub-committee including teachers	June 2020	Business and schools support and input	Commitment by districts and businesses to follow through via the implementation process embed into current instructional opportunities. Ongoing communications and commitment by all entities involved in the Lake County BAC.	To prepare students to be successful in career readiness and obtain long term employment. Graduation and long term employment rates. Also a survey data from employers to measure skill development of employees.
Internships, Job Shadowing, Modeling of soft skills by implementing targeted curriculum objectives	Business Partners of the Lake County BAC	June 2020	Commitment by all stakeholders to build awareness of current and future initiatives	Continued engagement/communication and follow through of both schools and business community	Inspire students to pursue paths and provide tools for choosing a career

Changes in the Economy, Job Market and Future Job Availability: Explain how the business advisory council will identify essential data elements to study historical and future changes to the economy and job market. The plan should include recommendations to the governing board on how the district will address these changing needs and what future jobs are likely to be available. Identify resources and partners, both regionally and/or nationally, that will inform the review process.

1. Project/Initiative/Event Name: To be determined in future initiatives
 - a. Description:
 - b. Goal/Expected Outcome:

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Utilize Lake County Ohio Port & Economic Development Authority (LCOPEDA) for data on work force trends and needs	Lake County Ohio Port & Economic Development Authority (LCOPEDA), Business Advisory Council	June 2020	County wide data and survey information accumulated from schools and businesses	Incomplete surveys and commitment by all partners	Analyze needs for jobs and skills required for employability

Developing Relationships: Describe the process of how the business advisory council will develop and sustain relationships among the business community, labor organizations and education personnel in the areas it represents. Preparation of our students cannot be accomplished without partnerships between these key stakeholders.

1. Project/Initiative/Event Name: BAC meetings hosted by business members
 - a. Description: BAC business members will host quarterly meetings
 - b. Goal/Expected Outcome: To educate the career opportunities and education needed for these careers

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<i>What action steps are required to meet the goal or expected outcome?</i>	<i>Who will complete the task?</i>	<i>By when?</i>	<i>What do you need to complete this step? (People, money, tools, etc.)</i>	<i>What could get in the way of this task completion? How will you overcome these barriers?</i>	<i>What is the desired outcome of this task? How will you measure success?</i>
Touring the BAC business partners to have a better understanding of career opportunities for students for employability	Business Advisory Council	June 2020	Business members' commitment to participate.	Continued engagement of both schools and businesses	To learn career opportunities for students and employability skills needed to succeed in the workplace.