Educational Service Center of the Western Reserve (ESCWR)
Business Advisory Council (BAC) Plan: 2021-2022

Mission Statement (Per ORC 3313.84): The mission of the ESCWR 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.

2021-2022 Educational Service Center of the Western Reserve Business Advisory Council Members:

Member	Employer	Industry
Patrick Mohorcic	LCOPEDA	Economic Development Agency
John Gallagher	Component Repair Technologies, Inc	Turbine engine repairs
Maureen Burkhart Tonya Horn	Avery Dennison	Manufacturer
Ted Cudak	Lyondellbasell	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
Eric Wachob	MJM Industries	Manufacturer

2021-2022 Educational Service Center of the Western Reserve Business Advisory Council Members:

Member	School Building, District or ESC	Title
Jennifer Felker	ESC of the Western Reserve	Superintendent
Josh Englehart	Painesville City Schools	Superintendent
Domenic Paolo	Fairport Harbor Schools	Superintendent
Geoffrey Kent	Governing Board - ESCWR	President
Angela Smith	Madison Schools	Superintendent
Jaina Gandolfi	ESC of the Western Reserve	Vocational Director
David Enzerra	Lakeland Community College	Executive in Residence
Andrew Kelner	Auburn Career Center	Dir of Business Partnership
Vanessa Karwan	Educational Service Center of the Western Reserve	Chief Academic Officer
Kelly Moran	Educational Service Center of the Western Reserve	Dir of Instructional Programs

Schedule of Meetings

The Lake County Business Advisory Council meets on a quarterly basis. The planned meeting dates for the 2021-2022 school year include:

Date 1: September 7, 2021	Date 2: December 7, 2021
Date 3: March 1, 2022	Date 4: June 7, 2022

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

Sunshine Laws: The ESCWR 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 ESCWR 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 ESCWR 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 ESCWR 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 ESCWR 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.

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:Graduation Data Review
   a. Description: Review statewide data for graduation rates and trends
   b. Goal/Expected Outcome: Increase knowledge of student success rates for higher education and implications for future planning

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
What action steps are required to meet the goal or expected outcome?	*Who will complete the task?*	*By when?*	*What do you need to complete this step? (People, money, tools, etc.)*	*What could get in the way of this task completion?* *How will you overcome these barriers?*	*What is the desired outcome of this task?* *How will you measure success?*
How do postsecondary institutions promote student success with 2 year and 4 year graduates. Review employment of graduates in the business community. Review local graduation rates.	Lakeland Community College, Lake Erie CC and Kent State University- Geauga, and Business Advisory Council members	June 2022	Commitment from all stakeholders to present ongoing data and provide connection to business for in demand job needs. Time to review in groups	Commitment and engagement of all partners Limited access to in person meetings Agenda time preserved for data review and discussion	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 Informative discussion and planning for future initiatives Success will be measured by meeting agendas

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
What action steps are required to meet the goal or expected outcome?	*Who will complete the task?*	*By when?*	*What do you need to complete this step? (People, money, tools, etc.)*	*What could get in the way of this task completion?* *How will you overcome these barriers?*	*What is the desired outcome of this task?* *How will you measure success?*
Develop a K-12 Curriculum resources to embed readiness skills/seals for students to be better prepared for the workforce.	Business Advisory Committee sub-committee including teachers and school district administrators -Ohio means Jobs	June 2022	Business and schools support and provide input ongoing from higher education regarding credentials needed for employability into the workforce.	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. Devote a portion of the agenda to reporting out.	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 - Ohio Means Jobs	On going	Commitment by all stakeholders to build awareness of current and future initiatives New local businesses to provide internships and opportunities	Continued engagement/ communication and follow through of both schools and business community Networking and expanding influence	Inspire students to pursue paths and provide tools for choosing a career Success will be measured by data of high school graduates obtaining employment

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: Job Market Data Analysis
    a. Description: Transparent Review of Job Market and Available Opportunities
    b. Goal/Expected Outcome: Enhancement of Port Authority Rebranding

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
What action steps are required to meet the goal or expected outcome?	*Who will complete the task?*	*By when?*	*What do you need to complete this step? (People, money, tools, etc.)*	*What could get in the way of this task completion?* *How will you overcome these barriers?*	*What is the desired outcome of this task?* *How will you measure success?*
Utilize Lake County Ohio Port & Economic Development Authority (LCOPEDA) for data on workforce trends and needs New Port Authority website, logo and name	Lake County Ohio Port & Economic Development Authority (LCOPEDA), Business Advisory Council	December 2021	County wide data and survey information accumulated from schools and businesses BAC members helping to promote and share newly enhanced Port Authority rebranding and artifacts	Incomplete surveys and commitment by all partners Secure communication experts to assist in drafting survey and advisement	Analyze needs for jobs and skills required for employability Success will be measured by increased traffic to website and lower unemployment rates

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: Business Advisory Council Participation/Expantion
   a. Description: BAC business members will host quarterly meetings
   b. Goal/Expected Outcome: To educate stakeholders on career opportunities and education needed for these careers

Action Steps	Responsible Party	Deadline	Resources	Potential Barriers	Result/Metric of Success
What action steps are required to meet the goal or expected outcome?	*Who will complete the task?*	*By when?*	*What do you need to complete this step? (People, money, tools, etc.)*	*What could get in the way of this task completion?* *How will you overcome these barriers?*	*What is the desired outcome of this task?* *How will you measure success?*
Hold virtual and/or in person tours for school with the BAC business partners to have a better understanding of career opportunities for students for employability Develop partnerships across K-12 Schools, Higher Ed, and Training locations (Such as Alliance for Working Together)	Business Advisory Council, Geauga Growth Partners and Higher Ed institutions	June 2022	Business members' commitment to participate Time to discuss and tour available sites	Continued engagement of both schools and businesses Limited access to in person meetings	To learn career opportunities for students and employability skills needed to succeed in the workplace. To enhance partnership relationships To provide new and existing learning opportunities for students and members