

## **Loveland City School District Business Advisory Council (BAC)**

### **Mission Statement:**

The Loveland City School District Business Advisory Council (BAC) was established by the School Board of the Loveland City School District (the Board) pursuant to Ohio Revised Code Section 3313.82.

The purpose of the BAC shall be to advise and provide recommendations to the Board on matters specified by the Board including, but not necessarily limited to, the delineation of employment skills and the development of curriculum to instill these skills; changes in the economy and in the job market, and the types of employment in which future jobs are most likely to be available; and suggestions for developing a working relationship among businesses, labor organizations, and educational personnel in the Loveland City Schools (the District). To this end, the BAC shall also provide recommendations to the Superintendent of Loveland City Schools (the Superintendent) on matters specified by the Superintendent in the Superintendent's discretion until and unless directed otherwise by the Board. The BAC shall provide the Board with a list of its objectives near the beginning of the school year, and a follow up report at the end of the school year outlining the BAC's achievements.

The BAC is not an independent body serving any purpose other than as set forth in the foregoing paragraph. As such, the BAC and the members of the BAC shall act only as an advisory council to the Board and the Superintendent, providing advice related only to matters specified by the Board and/or Superintendent. All such advice shall be delivered by the BAC to the Board and/or the Superintendent, and shall not be distributed by the BAC to the public. Furthermore, in accomplishing its mission the BAC shall not take a position in the public regarding, nor make public statements regarding, any matter involving the Board, the District or any employee of the District, nor shall any member of the BAC take a public position regarding, or make a public statement regarding, any such matter on behalf of or in the name of the BAC. The BAC shall not have the power to collect, hold, invest, spend or otherwise handle monetary funds in the name of or on behalf of the BAC.

### **BAC Membership:**

**Number:** The BAC shall be comprised of no more than 7 business members with shared representation from community and business organizations served by the district.

**Qualification:** Each Business Member must be an adult who is either (i) an owner, officer, director or leader of a business located in the District, or (ii) an owner, officer, director or leader of a business located outside the District but having at least one (1) child from his or her

household actively enrolled as a student in the District, or (iii) a resident living within the boundaries of Loveland City Schools.

**Appointment:** Members will be appointed to the BAC by the Superintendent in consultation with the Board of Education.

**Terms of Service:** Each Business Member shall serve a maximum term of three (3) years. The terms of the Business Members shall be staggered so that the terms of at least one-third ( $\frac{1}{3}$ ) of the Business Members shall expire annually. Each year of a term shall commence on July 1 and expire on June 30 of the following calendar year regardless of when the Business Member is elected to the BAC. Business Members shall serve from the time they are appointed until their successors are duly appointed and qualified. Business Members appointed to fill a vacated position shall be considered to have served the entire year during which they are appointed to fill the vacancy. BAC members may be appointed to serve beyond the initial three (3) year term. Vacancies shall be filled for the unexpired term as soon as possible by the BAC. Business Members is a defined term, intended to distinguish from the employees of the District.

**Meetings:** The full BAC shall have at least four (4) regular meetings during the regular school year, at times and places established by the Chairperson. The Chairperson, in collaboration with the District, must notify the public of all the meetings through local media outlets as well as on the District's website. The Chairperson will appoint a member of the BAC to record the minutes of each of the council meetings and to share the draft minutes with the council after the meeting. The Chairperson is then responsible for ensuring that the minutes are accurate, reflect the work of the BAC, and for publishing the minutes on the District's webpage.

**Compensation:** The Business Members are volunteers and shall not be entitled to compensation for service on the BAC. BAC members who are employees of the District shall not receive compensation from the BAC for their service on the BAC.

**Removal:** Business Members who are no longer qualified to serve as a Business Member shall be permitted to remain on the BAC until June 30 immediately following the date on which the Business Member ceases to be qualified to serve, at which time the Business Member's position shall be considered vacant. The BAC shall have the right to remove a Business Member from the BAC at any time upon a vote in favor of such removal by at least eighty percent (80%) of the Business Members, which vote may be taken in an action in writing without a meeting. Non-Business Members need not vote in favor or against such removal, and no vote by such members shall be required in order to effect removal.

## **Officers and Committees:**

**Officers:** The officers shall be a Chairperson and a First Vice-Chairperson. Administrative support shall be provided by the District. These officers shall be elected by the BAC from the

Business Members for a term of one (1) year starting July 1 and ending June 30, and shall serve from the time they are elected until their successors are duly elected and qualified. Any vacancy in office during a term shall be filled by the BAC for the unexpired term as soon as possible, preferably at the next regular meeting of the BAC. Employees of the Board and/or District may not hold a BAC officer position.

**Compensation:** The officers shall not be entitled to compensation for service on the BAC.

**Officer Duties:**

- **Chairperson:** The Chairperson shall: serve as Chairperson of the BAC; appoint standing committees and ad hoc Committees as they are required; schedule meetings of the BAC; represent the BAC before the Board; and perform all duties usually incidental to such office, and such other further duties as may be required.
- **First Vice-Chairperson:** The First Vice-Chairperson shall perform all duties of the Chairperson in case of the latter's absence or disability and shall serve as Chairperson-elect.

In the absence of the Chairperson and First Vice-Chairperson, the BAC may appoint a chairperson pro tempore.

- **Officers shall:** assure an accurate record of all the functions of the organization; assure the accuracy of the minutes of all meetings of the BAC; assure an accurate list of members is maintained; assure the BAC members are notified of meetings and all other pertinent information concerning the organization's activities; prepare an agenda and make available to the BAC members at least one (1) week in advance of each meeting, and, prepare minutes for each meeting and post them electronically, not later than two (2) weeks after each meeting.

**Committees:** From time to time, committees may be necessary to accomplish the goals of the BAC. The Chairperson may appoint members to assist in the work of the BAC.

**Reports:**

- **Annual Report:** The Chairperson shall present an annual report to the Board, by March 1 of each year, reviewing the BAC's activities for the prior year and detailing open issues which are still under consideration by the BAC.
- **Individual Issue Reports:** The Chairperson shall, from time to time, deliver to the party requesting the recommendations, a report presenting the BAC's findings, advisements and recommendations concerning issues and matters specified by the Board and/or the Superintendent.

**Note:** The BAC will review and revise the established bylaws annually.

## **Loveland City School District Business Advisory Council (BAC) Plan**

Loveland City School District's Business Advisory Council (BAC) pledges to address the following goals:

- The delineation of employment skills and the development of curriculum to instill these skills.
- The changes in the economy and job market, and the types of employment in which future jobs are most likely to be available.
- The development of a working relationship among business, labor and education personnel.

The following activities are designed to address both the needs of the students as well as the needs of the community. The BAC will provide advisement and/or support for the following activities:

### **Employment Skills/Curriculum:**

- District-wide Career Day Activities:
  - **Elementary:** Exploration of careers through MakerSpace lessons; exploration of careers through targeting classroom lessons; career presentations from parents; science day; field trips; career day assemblies; career themes for the week; fun facts on announcements;
  - **Intermediate:** Naviance Lessons in 6th grade for career exploration; use of Ohio Means Jobs in 5th and 6th grade for career exploration; Use of Ohio Means jobs in 5th and 6th grade for career exploration; Science day for all 5th and 6th grade students-multiple career paths; regular community trips to visit area businesses; outside guest speakers to discuss the importance of "choosing your passion"; Books/careers incorporated into curriculum lessons on a regular basis
  - **Middle:** Naviance College/Career Readiness Portfolio for 7th and 8th grade; 8th grade mock interviews; women empowerment day; career of the week; military speakers present on different branches of the military
  - **High School:** Naviance College/Career Readiness Portfolio for 9th-12th grade;
- Establishment of Academic Pathways:
  - Designed to be used with students in grades 7-12 as they begin the course selection process to align with career and education goals. Pathways established for the following areas:
    - Arts and Communications, Education and Training, Business Administration and Management, Law and Public Safety, Health Science, Human Services, Information Technology, Manufacturing, Transportation Systems, STEM, Architecture and Construction.

- Mentoring Opportunities:
  - **Elementary:** Loveland High School student ambassadors work as mentors with individually selected students, chosen through counselor/teacher/parent referral process.
  - **Intermediate:** Loveland High School student ambassadors work as mentors with individually selected students, chosen through counselor/teacher/parent referral process.
  - **Middle:** Loveland High School student ambassadors work as mentors with individually selected students, chosen through counselor/teacher/parent referral process.
  - **High School:** Speed Career Mentoring, sponsored by the Clermont County Chamber of Commerce, for students in 12th grade; one-to-one student mentoring through Loveland Adult Mentor Program (LAMP) for selected 9th-12th grade students, sponsored by the Little Miami River Chamber Alliance; one-to-one mentoring program for selected 9th-12th grade students, sponsored by the Clermont County Chamber of Commerce
- OhioMeansJobs Readiness Seal:
  - The BAC will serve as portfolio raters on the state-established competencies that are required to obtain the diploma seal. The completion of required career activities and portfolio work necessary to achieve the seal will be monitored by the high school guidance counselors.

### **Economy and Job Market:**

- The BAC will collaborate with both the Clermont County Chamber as well as the Little Miami River Chamber Alliance to study trends in the local economy and to explore the community/region's in-demand careers. This information becomes a guiding document in the curriculum and program alignment and refinement within the district.
- The BAC will organize roundtable discussions that involve businesses and other key stakeholders to focus on both the economic trends within our region and the employability skills that the new workforce must possess.

### **Collaborative Partnerships with Community/Regional Businesses:**

- High school student internship agreements in place with the following businesses:
  - First Star Logistics
  - The Little Miami River Chamber Alliance
  - The Ohio State University (Clermont County Extension Office)
  - NEST Community Learning Center
- Ongoing discussions with the following businesses:
  - Adecco: Permanent Staffing and Temp Agency
  - Federal Reserve Bank of Cleveland
  - FESTO Manufacturing
  - Workhorse Electric Trucks, Delivery Drones, Aircraft
  - Various Views Research: Marketing Research/Consumer Insights Agency
- Innovative Community Partnerships:

- Xavier University Center for Innovation
- #InnovateCincy Business Partnerships
- Local392 Plumbers, Pipefitters and Mechanical Equipment Service Apprenticeship and Training Union