

# South Central Ohio Educational Service Center

## Business Advisory Council

### By-Laws

#### ARTICLE I. PURPOSE

**Section 1. MISSION** - The South Central Ohio ESC Business Advisory Councils fosters cooperation among schools, businesses and the communities within the member districts of the SCOESC. The council supports the work of educators to meet the workforce needs in the community. The council will utilize knowledge and resources to make the local education systems more aware of the local labor market; promote work based experiences within businesses; and help students prepare for successful learning and employment opportunities.

**Section 2.** The objectives of the Business Advisory Council shall be to provide advice and recommendations in the following:

- A. Delineation of employment skills
- B. Development of Curriculum for above skills
- C. Changes in economy and job market
- D. Types of jobs for future
- E. Suggestions for working relationships between business, labor and education.
- F. Opportunities for collaboration

#### ARTICLE II. MEMBERSHIP

**Section 1.** The Business Advisory Council shall consist of not less than seven nor more than twenty business and school leaders.

**Section 2.** The Superintendent of the ESC shall serve on the Council congruent with his/her term of employment.

**Section 3.** The Superintendent of each school district member, School Board members and Higher Education representatives are encouraged to attend and participate in council meetings.

**Section 4.** Diversity of various school districts and business interests shall be represented by membership whenever possible.

## **ARTICLE III. OFFICERS**

**Section 1.** The Council Chair shall be the Superintendent of the ESC.

**Section 2.** The Chair's duties shall include:

- A. Preside at all meetings of the Council
- B. Appoint such ad hoc committees as are necessary to conduct the business of the Council.
- C. Preside at community events hosted by the Business Advisory Council.
- D. Assume such other duties as are necessary for the effective functioning of the Council.
- E. Keep time of agenda items
- F. Keep committee members aware of time and move group on through the agenda
- G. Disseminate Business Advisory Council summary of events to the member district Boards of Education

**Section 3.** The Council shall have a Vice Chair elected by the majority of the council

**Section 4.** The Vice Chair's duties shall include:

- A. Preside at meetings of the Council in the absence of the Chair.
- B. Assume such other duties as are necessary for the effective functioning of the Council.

**Section 5.** The Council shall have a Secretary elected by the majority of the council

**Section 6.** The secretary's duties shall include:

- A. Record the minutes of the meeting
- B. Provide the chairperson with the completed notes to distribute to district superintendents

## **ARTICLE IV. COMMITTEES**

The Chair shall appoint committees on an as needed basis.

## **ARTICLE V. SELECTION AND TERM OF ADDITIONAL COUNCIL MEMBERS**

**Section 1.** In addition to standing members (Article II, Sections 2&3) members of the Business Advisory Council shall be appointed by the Superintendent of the Educational Service Center with input from District Superintendents.

**Section 2.** The term of appointment of additional Council members shall be for three years. Any member shall be eligible for reappointment

**ARTICLE VI. MEETINGS**

**Section 1.** The Council shall hold at least four regular meetings each year. Special meetings may be called as they are needed.

**Section 2.** The Chair of the Council shall preside over the meetings.

**Section 3.** The agenda for each meeting shall be developed by the Vice Chair with input from the Business Advisory Council and/or member school districts.

**ARTICLE VII. AMENDMENTS**

**Section 1.** The By-Laws may be altered or amended at any duly held meeting of the Council. Notice of any proposed change must be on the agenda of the meeting at which the change is to be considered.

**Section 2.** A majority vote of the members present shall be required for an amendment to be passed.

**ARTICLE VIII. PUBLIC BODY**

**Section 1.** The Council shall be considered a public body.

**Section 2.** The Council shall abide by all applicable provisions of the Ohio OpenMeetings Act and Ohio Public Records Act.

Approved by Business Advisory Council Chair \_\_\_\_\_  
*Date*

Approved by ESC Board \_\_\_\_\_  
*Date*