

**ECOESC  
Business Advisory Council (BAC)  
Bylaws**

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

**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.

**Member Appointment and terms of Service:** Membership will be comprised of members appointed by the East Central Ohio ESC Governing Board (or Designee). Membership shall represent the entire service area of ECOESC and will include the following:

- 3 Representatives from ECOESC (2 three-year terms and 1 two-year term)
- 3 Representatives from ECOESC Member Districts (at least 1 from Tuscarawas County and at least 1 from Belmont County) (2 three-year terms and 1 two-year term)
- 1 Representative from ECOESC Career Centers (1 two-year term)
- At least 8 Members from local or regional businesses and industries and/or Institutions of Higher Education (IHEs) (at least 2 members shall represent Tuscarawas County businesses/industries/IHEs and at least 2 members shall represent Belmont County businesses/industries/IHEs) (4 three-year terms and 4 two-year terms)
- Additional At-large Members may be added at the discretion of the BAC in multiples of 2 (All two-year terms)

The BAC shall avoid potential conflicts of interest when appointing BAC members. The ECOESC Governing Board (or Designee) 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 ECOESC.

**Appointment & Responsibility of Officers:** Officers for the following offices: Chairperson, Vice-Chairperson, and Secretary shall be appointed by the ECOESC Superintendent at the annual BAC Business Meeting. 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:
  - 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
  - Collaborate with the ECOESC Superintendent to prepare an agenda for each meeting
  
- Vice Chairperson:
  - Assume the responsibilities of the Chairperson in his/her absence
  
- Secretary:
  - Take notes at each meeting
  - Ensure meetings are effectively organized and minuted
  - Provide communication & correspondence regarding BAC matters
  - Collaborate with ECOESC Superintendent to ensure BAC complies with all aspects of Ohio's Sunshine Laws.
  - Forward approved minutes of each minute to the BAC contact of each member District

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

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

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