**Guidelines for Joint Vocational School Districts   
Operating as Business Advisory Councils**

**Legislative Requirements**

* [Ohio law](https://codes.ohio.gov/ohio-revised-code/section-3313.82) requires every school district and educational service center to have a business advisory council. This law was amended on March 2, 2020, to allow joint vocational school districts to represent school districts as business advisory councils.
* The primary role of the business advisory councils is to advise and provide recommendations to school boards on matters including, but not necessarily limited to, all of the following:
* The delineation of employment skills and development of curriculum to instill these skills.
* Changes in the economy and job market and the types of employment in which future jobs are most likely to be available.
* Suggestions for developing a working relationship among businesses, labor organizations and educational personnel.
* Business Advisory Councils are required to submit an annual plan to the Ohio Department of Education by Sept. 30 each year.
* A planning template is available on the Department’s website.
* Joint statements, summarizing the work of the council, should be published on the business advisory council’s webpage by March 1, 2022.

**Initial Considerations**

* Review the [Business Advisory Council Operating Standards](http://education.ohio.gov/getattachment/Topics/Career-Tech/Career-Connections/Business-Advisory-Council-Operating-Standards_July-2019.pdf.aspx?lang=en-US).
* Ensure there is a diverse group of business and industry professionals on the council’s membership from various local industry sectors to address employment gaps.
* Consider using memorandums of understanding with districts that will subscribe to your business advisory council to outline expectations.
* When planning quarterly meetings, ensure collaboration between industry partners and school districts.

**Sustainable Practices**

* The joint vocational school district should ensure continued growth and engagement with local and regional business partners to facilitate work-based learning experiences for K-12 students.

**Resources**

* [Directory of business advisory councils](https://www.google.com/maps/d/u/0/viewer?mid=11LGrRPGO9PpZSRYKuRmNetsALrLltUqF&ll=40.20890165613283%2C-82.67753585&z=7) throughout Ohio.
* Business advisory councils are steered by established [quality practices.](http://education.ohio.gov/getattachment/Topics/Career-Tech/Career-Connections/Business-Advisory-Councils/BAC-Awards-%E2%80%93-Quality-Practices-Overview.pdf.aspx?lang=en-US)
* [Business Advisory Council Awards](http://education.ohio.gov/Topics/Career-Tech/Career-Connections/Business-Advisory-Councils).
* [Highlight Report](http://education.ohio.gov/getattachment/Topics/Career-Tech/Career-Connections/Business-Advisory-Councils/2021-BAC-Highlight-Report.docx.aspx?lang=en-US) for 2020-2021.