

# Business Advisory Councils 24-25 Annual Plan Submission Guidance

## Business Advisory Councils

### 24-25 ANNUAL PLAN SUBMISSION GUIDANCE

Each school district and educational service center must create and submit a business advisory council plan to the Ohio Department of Education. This guidance document is designed to help districts complete the submission process.

Submission of these plans will take place through the Data Submission application located within the OH|ID web portal. Plans are due annually by Sept. 30.

Business-Education Leader Award for Excellent Business Advisory Councils addendum/application must be submitted along with Joint Statement by September 30<sup>th</sup>.

Any district that entered an agreement to receive services from an educational service center or Joint Vocational School District (JVSD) and has agreed the educational service center's or JVSD's business advisory council will represent the business of the district does not need to upload a separate plan. The educational service center's or JVSD's submission of its plan is sufficient to meet the requirement.

Please note: Although districts supported by educational service centers' business advisory councils are not required to upload separate plans, districts must still complete the **FY25 Business Advisory Councils** survey and update necessary contact information by September 30<sup>th</sup> deadline in OH|ID.

#### Accessing the Data Submission Application

The Ohio Department of Education uses the Data Submission application to complete the business advisory council plan collection process. Users access the system through the OH|ID web portal.

Users must have one of the following roles in the Ohio Educational Directory System (OEDS), assigned by the district's OEDS administrator, to complete the required surveys:

- Superintendent
- Superintendent Designee

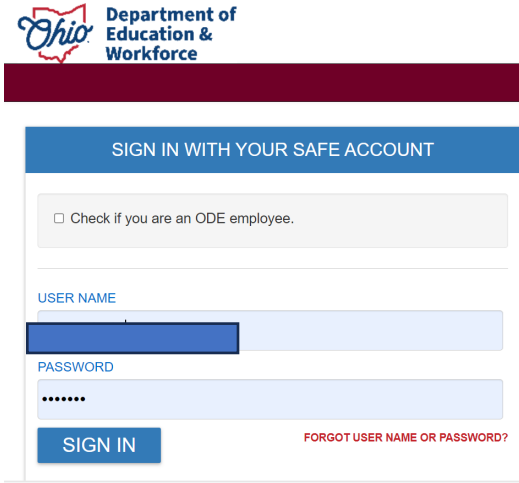
Note: A user who needs access to the system but does not have one of these roles must contact the district's OEDS administrator.

# Accessing Business Advisory Council Survey

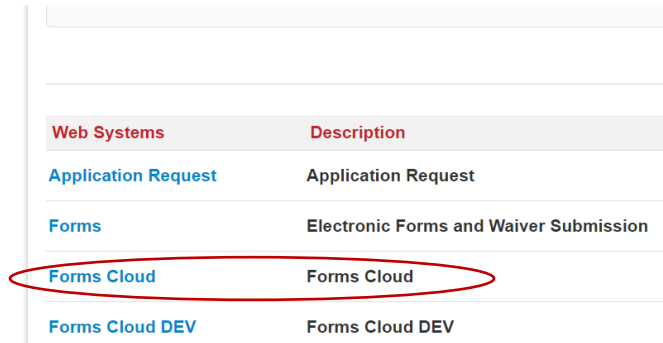
There are two ways to access the Business Advisory Council FY25 survey.

## Access to survey through Forms Cloud.

1. Log in to the Department's Safe account.



2. Choose Forms Cloud



Web Systems	Description
Application Request	Application Request
Forms	Electronic Forms and Waiver Submission
<b>Forms Cloud</b>	Forms Cloud
Forms Cloud DEV	Forms Cloud DEV

3. Choose Business Advisory Council in the left column



**Select A Program**

050765 - Ohio Department of Education and Workforce

Admin

Program Associated To

**Business Advisory Councils**

4. Enter your IRN or name of the school district.

Department of Education & Workforce | Module: Monitoring | Program Selected: Business Advisory Councils

Basic Search | Export Results | Bulk Email

Program Period: Business Advisory Councils FY 2025  
 District IRN/Name:

Overall Completion Status: Any  
 Surveys: Any  
 Survey Completion Status: Any

Results Count: 20 | Sort Order: IRN

Search | Reset

5. Choose survey

**Search Results**

Returned 1 Results

Organization	Program Period	Number Of Surveys
	Business Advisory Councils FY 2025	1

[Bulk Email](#) [Export Search Results](#) [Previous 20 Results](#)

6. Choose question tab to answer questions.

Overview | Questions

**Survey List**

Survey Plan(s)	Started Date	Last Updated	Completion Status
FY 2025 Business Advisory Councils Survey	08/29/2024	09/16/2024	In Progress

**Sections** | Hide Sections

\* Required | Recommended | LEA

\* FY25 Business Advisory

**Questions**

FY 2025 Business Advisory Councils Survey

Access to survey through OHID data

**OHID**  
 Ohio's Digital Identity.  
 One State. One Account.  
 Register once, use across many State of Ohio websites.

Create account

Log In

Password

Log In

7. Choose data collection tile and follow steps 3-6 to complete the BAC survey.

