



# Business Advisory Councils

## 2023-2024 Plan Template

Identify the Structure and Name of the Business Advisory Council:  
 LinkedUp BAC (Hamilton County, Butler County, Clermont County)

List all member districts Represented by the Business Advisory Council:

District	District Primary Contact and Role	Primary Contact Email	District Secondary Contact and Role	Secondary Contact Email
<b>HAMILTON COUNTY DISTRICTS</b>				
HAMILTON COUNTY ESC	CHAD HILLIKER SUPERINTENDENT	<a href="mailto:chad.hilliker@hcesc.org">chad.hilliker@hcesc.org</a>	DONNA LAUVER, EXECUTIVE LEAD, WORKFORCE INNOVATION NETWORK	<a href="mailto:donna.lauver@hcesc.org">donna.lauver@hcesc.org</a>
DEER PARK CITY	JAY PHILLIPS SUPERINTENDENT	<a href="mailto:phillips.j@dpcsd.org">phillips.j@dpcsd.org</a>	JOHN VANDER MEER, HS PRINCIPAL; MINDY ROBERSTON, DIRECTOR OF CURRICULUM	<a href="mailto:vandermeer.j@dpcsd.org">vandermeer.j@dpcsd.org</a> ; <a href="mailto:robertson.m@dpcsd.org">robertson.m@dpcsd.org</a>
FINNEYTOWN LOCAL	LAURIE BANKS, SUPERINTENDENT	<a href="mailto:lbanks@finneytown.org">lbanks@finneytown.org</a>	GRANT ANDERSON, DIRECTOR OF BUSINESS OPERATIONS	<a href="mailto:ganderson@finneytown.org">ganderson@finneytown.org</a>
FOREST HILLS	LARRY HOOK, SUPERINTENDENT	<a href="mailto:larryhook@foresthills.edu">larryhook@foresthills.edu</a>	KIM TINSLEY, ASSISTANT SUPERINTENDENT MELANIE HARTONG, COMMUNITY SPECIALIST	<a href="mailto:kimtinsley@foresthills.edu">kimtinsley@foresthills.edu</a> ; <a href="mailto:melaniehartong@foresthills.edu">melaniehartong@foresthills.edu</a>
INDIAN HILL EXEMPTED VILLAGE	KIRK KOENNECKE, SUPERINTENDENT	<a href="mailto:Kirk.koennecke@ihsd.us">Kirk.koennecke@ihsd.us</a>	JEFF DAMADEO, HS PRINCIPAL; WENDY SILVIUS, TEACHER LEAD	<a href="mailto:jeff.damadeo@ihsd.org">jeff.damadeo@ihsd.org</a> ; <a href="mailto:wendy.silvius@ihsd.us">wendy.silvius@ihsd.us</a>

LOCKLAND CITY	BOB LONGWORTH, SUPERINTENDENT	<a href="mailto:bob.longworth@locklandschools.org">bob.longworth@locklandschools.org</a>	JUSTIN GIBSON, ASSISTANT SUPERINTENDENT	<a href="mailto:justin.gibson@locklandschools.org">justin.gibson@locklandschools.org</a>
MARIEMONT	STEVE ESTEPP, SUPERINTENDENT	<a href="mailto:superintendent@mariemontschools.org">superintendent@mariemontschools.org</a>	BRENT WISE, ASSISTANT SUPERINTENDENT	<a href="mailto:bwise@mariemontschools.org">bwise@mariemontschools.org</a>
MADEIRA	KENJI MATSUDO, SUPERINTENDENT	<a href="mailto:kmatsudo@madeiracityschools.org">kmatsudo@madeiracityschools.org</a>	DAVE BERGAN, ASST SUPT	<a href="mailto:dbergan@madeiracityschools.org">dbergan@madeiracityschools.org</a>
MT. HEALTHY	VALERIE HAWKINS, SUPERINTENDENT	<a href="mailto:vhawkins@mthcs.org">vhawkins@mthcs.org</a>	JANA WOLFE	<a href="mailto:jwolfe@mthcs.org">jwolfe@mthcs.org</a>
NORTH COLLEGE HILL	EUGENE BLALOCK, SUPERINTENDENT	<a href="mailto:blalock.e@nchcityschools.org">blalock.e@nchcityschools.org</a>	BRIDGETTE SEARS	<a href="mailto:sears.b@nchcityschools.org">sears.b@nchcityschools.org</a>
NORTHWEST LOCAL	DARRELL YATER, SUPERINTENDENT	<a href="mailto:dyater@nwlsd.org">dyater@nwlsd.org</a>	EMILY DOBLINGER, ASSISTANT DIRECTOR OF CURRICULUM	<a href="mailto:edoblinger@nwlsd.org">edoblinger@nwlsd.org</a>
NORWOOD	MARY RONAN, SUPERINTENDENT	<a href="mailto:ronan.m@norwoodschools.org">ronan.m@norwoodschools.org</a>	CHAD PACKER ASST. PRINCIPAL, HIGH SCHOOL	<a href="mailto:packer.c@norwoodschools.org">packer.c@norwoodschools.org</a>
OAK HILLS	JEFF BRANDT, SUPERINTENDENT	<a href="mailto:Brandt_jeff@ohlsd.org">Brandt_jeff@ohlsd.org</a>	TRAVIS HUNT, PRINCIPAL TIM CYBULSKI ASSISTANT SUPERINTENDENT	<a href="mailto:hunt_travis@ohlsd.org">hunt_travis@ohlsd.org</a> <a href="mailto:cybulski_T@ohlsd.org">cybulski_T@ohlsd.org</a>
PRINCETON CITY	ELGIN CARD, SUPERINTENDENT	<a href="mailto:ecard@vikingmail.org">ecard@vikingmail.org</a>	TONYA WEST WRIGHT, ASSOCIATE SUPT	<a href="mailto:twestwright@vikingmail.org">twestwright@vikingmail.org</a>
READING SCHOOLS	DAMON DAVIS, SUPERINTENDENT	<a href="mailto:ddavis@readingschools.org">ddavis@readingschools.org</a>	MARK EDWARDS, CURRICULUM DIRECTOR	<a href="mailto:medwards@readingschools.org">medwards@readingschools.org</a>
SOUTHWEST LOCAL	JOHN HAMSTRA, SUPERINTENDENT	<a href="mailto:john.hamstra@southwestschools.org">john.hamstra@southwestschools.org</a>	CORINNE HAYES ASST. SUPT.	<a href="mailto:corinne.hayes@southwestschools.org">corinne.hayes@southwestschools.org</a>
ST. BERNARD ELMWOOD PLACE	MIMI WEBB, SUPERINTENDENT	<a href="mailto:mwebb@sbepschools.org">mwebb@sbepschools.org</a>		
THREE RIVERS	MARK AULT, SUPERINTENDENT	<a href="mailto:mault@trlsd.org">mault@trlsd.org</a>	KATIE RYAN, TEACHER LEAD	<a href="mailto:kryan@trlsd.org">kryan@trlsd.org</a>
WINTON WOODS CITY	ANTHONY SMITH, SUPERINTENDENT	<a href="mailto:smith.anthony@wintonwoods.org">smith.anthony@wintonwoods.org</a>	STEVE DENNY, DIRECTOR	<a href="mailto:denny.steve@wintonwoods.org">denny.steve@wintonwoods.org</a>
WYOMING CITY	TIM WEBER, SUPERINTENDENT	<a href="mailto:webert@wyomingcityschools.org">webert@wyomingcityschools.org</a>	ASHLEY WHITELY, ASST SUPT	<a href="mailto:whitelya@wyomingcityschools.org">whitelya@wyomingcityschools.org</a>
GREAT OAKS	HARRY SNYDER, CEO	<a href="mailto:snyderh@greatoaks.com">snyderh@greatoaks.com</a>	SAVA TAYLOR, ADMINISTRATOR	<a href="mailto:Taylors@greatoaks.com">Taylors@greatoaks.com</a>

CLERMONT COUNTY DISTRICTS

MILFORD EXEMPT VILL.	JOHN SPIESER SUPERINTENDENT	<a href="mailto:spieser_j@milfordschools.org">spieser_j@milfordschools.org</a>	LIZ EMMONS, HS COUNSELOR	<a href="mailto:emmons_e@milfordschools.org">emmons_e@milfordschools.org</a>
BETHEL TATE LOCAL	MELISSA KIRCHER, SUPERINTENDENT	<a href="mailto:kircher_m@betheltate.org">kircher_m@betheltate.org</a>		
CLERMONT NORTHEASTERN	TIM SIES, SUPERINTENDENT	<a href="mailto:sies_t@cneschools.org">sies_t@cneschools.org</a>	TJ DORSEY, ASSISTANT SUPERINTENDENT	<a href="mailto:Dorsey_t@cneschools.org">Dorsey_t@cneschools.org</a>
CLERMONT COUNTY ESC	JEFF WEIR, SUPERINTENDENT	<a href="mailto:weir_j@ccesc.org">weir_j@ccesc.org</a>	DAWN SORRELLS, ASSISTANT SUPERINTENDENT	<a href="mailto:Sorrells_d@ccesc.org">Sorrells_d@ccesc.org</a>
BATAVIA LOCAL	KEITH MILLARD, SUPERINTENDENT	<a href="mailto:millard_k@bataviaschools.org">millard_k@bataviaschools.org</a>	MEGAN SEIP, RESOURCE COORDINATOR	<a href="mailto:Seip_m@bataviaschools.org">Seip_m@bataviaschools.org</a>
FELICITY-FRANKLIN LOCAL	DAVID GIBSON, SUPERINTENDENT	<a href="mailto:gibsond@felicityohioschools.org">gibsond@felicityohioschools.org</a>	DR. TIM HART, CURRICULUM DIRECTOR	<a href="mailto:hartt@felicityschools.org">hartt@felicityschools.org</a>
WILLIAMSBURG LOCAL	MATT EARLEY, SUPERINTENDENT	<a href="mailto:earley_m@burgschools.org">earley_m@burgschools.org</a>		

BUTLER COUNTY DISTRICTS

LAKOTA LOCAL	ELIZABETH LOLLI, SUPERINTENDENT	<a href="mailto:elizabeth.lolli@lakotaonline.com">elizabeth.lolli@lakotaonline.com</a>	KATIE BAUER, PARTNER COORD	<a href="mailto:kathryn.bauer@lakotaonline.com">kathryn.bauer@lakotaonline.com</a>
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NON-MEMBER PARTICIPANTS

WEST CLERMONT	NATASHA ADAMS, SUPERINTENDENT	<a href="mailto:adams_n@westcler.org">adams_n@westcler.org</a>	RANDY GEBHARDT, ASST SUPT NATE MAHON, HS FUTURE READY COORD.	<a href="mailto:gebhardt_r@my.westcler.org">gebhardt_r@my.westcler.org</a> <a href="mailto:mahon_n@my.westcler.org">mahon_n@my.westcler.org</a>
GOSHEN LOCAL	BRIAN BAILEY, SUPT	<a href="mailto:baileyb@goshenlocalschools.org">baileyb@goshenlocalschools.org</a>	PATRICK DUBBS, ASST. SUPT	<a href="mailto:dubbsp@goshenlocalschools.org">dubbsp@goshenlocalschools.org</a>
LOVELAND	MIKE BROADWATER, SUPERINTENDENT	<a href="mailto:broadwmi@lovelandschools.org">broadwmi@lovelandschools.org</a>	DREWS MITCHELL CAREER AND COLLEGE COORDINATOR	<a href="mailto:mitchedr@lovelandschools.org">mitchedr@lovelandschools.org</a>
NEW RICHMOND	TRACEY MILLER, SUPERINTENDENT	<a href="mailto:miller_t@nrschools.org">miller_t@nrschools.org</a>	DR. JILL HOLLANDSWORTH , DIRECTOR OF CURRICULUM AND TECHNOLOGY	<a href="mailto:hollandsworth_j@nrschools.org">hollandsworth_j@nrschools.org</a>

Note: Add cells as needed

List business advisory council leads (both business and education). List industries represented on the business advisory council based on [Ohio's Top Jobs](#) classification. Include workforce boards, economic development, higher education and community partners.

Business Advisory Council Member	Title	Email	Industry
Ackermann, Tim	HCESC Assistant Supt	<a href="mailto:Tim.ackermann@hcesc.org">Tim.ackermann@hcesc.org</a>	Education
Weir, Jeff	Clermont County ESC Superintendent	<a href="mailto:Weir_j@ccesc.org">Weir_j@ccesc.org</a>	Education
Arnold, Rich	Saxon Consultants Senior Solutions	<a href="mailto:rich@cincyarnold.com">rich@cincyarnold.com</a>	Business
Campbell, Brian	Messer Construction	<a href="mailto:bcampbell@messer.com">bcampbell@messer.com</a>	Construction
Clark, Jim	Jake Sweeney Auto	<a href="mailto:jclark@jakesweeney.com">jclark@jakesweeney.com</a>	Automotive
Fite, Julie	Fifth Third Bank	<a href="mailto:Julie.fite@53.com">Julie.fite@53.com</a>	Business
Halpin, John	Retired	<a href="mailto:johnhalpin@fuse.net">johnhalpin@fuse.net</a>	Business
Hayes, Corinne	Southwest Local School	<a href="mailto:Corinne.hayes@southwestschools.org">Corinne.hayes@southwestschools.org</a>	Education
Jones, Alan	AR Jones, INC.	<a href="mailto:jonesar@live.com">jonesar@live.com</a>	Technology
Chancellor, Derek	Lt. Governor's office of Ohio	<a href="mailto:Derek.chancellor@governor.ohio.gov">Derek.chancellor@governor.ohio.gov</a>	Government
Lauver, Donna	HCESC Regional Workforce Exec Lead	<a href="mailto:Donna.lauver@hcesc.org">Donna.lauver@hcesc.org</a>	Education
Podmeyer, Dave	Continental Mineral	<a href="mailto:dpodmeyer@continentalmineral.com">dpodmeyer@continentalmineral.com</a>	STEM
Schoenling, Sue	Fusion Media	<a href="mailto:sue@fusionmediaagency.com">sue@fusionmediaagency.com</a>	STEM
Sutter, Michael	Enlivened Tech	<a href="mailto:msutter@enlivenedtech.com">msutter@enlivenedtech.com</a>	STEM
Theiders, Jonathon	Risk Source	<a href="mailto:jtheders@risksource.com">jtheders@risksource.com</a>	Business
Theiders, Rick	Risk Source	<a href="mailto:rtheders@risksource.com">rtheders@risksource.com</a>	Business
Whitman, Susan	AMIP	<a href="mailto:Susan.whitman@advmfqip.org">Susan.whitman@advmfqip.org</a>	Business
Geiger, Mike	Cincinnati Air Conditioning, CO	<a href="mailto:mikegeiger@cincinnatiair.com">mikegeiger@cincinnatiair.com</a>	Business
Uhlenbrock, Brandy	Anderson Chamber Commerce	<a href="mailto:brandy@andersonareachamber.org">brandy@andersonareachamber.org</a>	Community
Wells, Kurt	Center for Great Work Performance	<a href="mailto:kurt@cqwp.org">kurt@cqwp.org</a>	Education
Koehne, Keith	Interalliance	<a href="mailto:keith.koehne@interalliance.org">keith.koehne@interalliance.org</a>	Business
Kelley, Sean	Greater Cincinnati STEM Collab.	<a href="mailto:kelleys@ucmail.uc.edu">kelleys@ucmail.uc.edu</a>	Education
Hittinger, Matt	IEC of Greater Cincinnati	<a href="mailto:matt@iec-cincy.com">matt@iec-cincy.com</a>	Business
Brokamp, Jeff	Junior Achievement	<a href="mailto:Jeff.brokamp@ja.org">Jeff.brokamp@ja.org</a>	Education
O'Grady, Riley	LEAD	<a href="mailto:riley@lead-training.org">riley@lead-training.org</a>	Business
Dubay, Brian	Metalworking Group, Inc.	<a href="mailto:bdubay@metalworkinggroup.com">bdubay@metalworkinggroup.com</a>	Business
Metcalf, Cathy	NIMS	<a href="mailto:cmetcalf@nims-skills.org">cmetcalf@nims-skills.org</a>	Education
Smiley, Nick	OVABC Tools Program	<a href="mailto:nick@ovabc.org">nick@ovabc.org</a>	Business
Prysmian, Sрни	Prysmian Group	<a href="mailto:Sums12635@gmail.com">Sums12635@gmail.com</a>	Business
Graf, Rita	SW Ohio Tech Prep Cincinnati State	<a href="mailto:Rita.graf@cincinnatiastate.edu">Rita.graf@cincinnatiastate.edu</a>	Education
Fogarty, Angela	The Christ Hospital	<a href="mailto:Angela.fogarty@thechristhospital.com">Angela.fogarty@thechristhospital.com</a>	Business

Weber, Nicci	The Health Collab.	<a href="mailto:nweber@healthcollab.org">nweber@healthcollab.org</a>	Business
Cota, Jim	Rarebird Developers	<a href="mailto:jim@rarebirdinc.com">jim@rarebirdinc.com</a>	Business
Burns, Lydia	ACI Construction	<a href="mailto:lburns@aci-construction.org">lburns@aci-construction.org</a>	Business
Downs, Stephanie	Shepherd Material Science	<a href="mailto:sdowns@shepchem.com">sdowns@shepchem.com</a>	Business
Edwards, Glenna	Norwood Childrens First	<a href="mailto:Edwards.g@norwoodschoos.org">Edwards.g@norwoodschoos.org</a>	Business
Jacobs, Jeff	Megen Construction	<a href="mailto:jjacobs@megenconstruction.com">jjacobs@megenconstruction.com</a>	Business
Arthur, Hope	The Health Collaborative	<a href="mailto:harthur@healthcollab.org">harthur@healthcollab.org</a>	Business
Manning, Jim	Siemens	<a href="mailto:jamesmanning@siemens.com">jamesmanning@siemens.com</a>	Business
Meyer, Amy	Advanced Manufacturing	<a href="mailto:Amyskate1@outlook.com">Amyskate1@outlook.com</a>	Business
Reis, JoAnn	Ortho Cincy	<a href="mailto:jreis@orthocincy.com">jreis@orthocincy.com</a>	Business
Simmons, Jesse	Simmons Supply Chain	<a href="mailto:Jsimmons504@cinci.rr.com">Jsimmons504@cinci.rr.com</a>	Business
Turner, Tori	Talbert House	<a href="mailto:Tori.turner@talberthouse.org">Tori.turner@talberthouse.org</a>	Business
Hyland, Greg	Cooper Electric	<a href="mailto:gregh@cooper-electric.net">gregh@cooper-electric.net</a>	Business
Simmons, Jesse	Supply Chain OKI	<a href="mailto:Jsimmons504@cinci.rr.com">Jsimmons504@cinci.rr.com</a>	Business
Dimaro, Sharon	University of Cincinnati	<a href="mailto:dimarism@ucmail.uc.edu">dimarism@ucmail.uc.edu</a>	Education

**Schedule of Meetings**

Planning meetings for the (Academic Year) school year include:

Quarter 1 Meeting: September 8, 2023	Quarter 2: December 1, 2023
Quarter 3 Meeting: February 23, 2024	Quarter 4: May 10, 2024

Note: Some business advisory councils may choose to meet more frequently; include the planned dates for those meetings in the schedule.

**Business Advisory Council Mission and Vision for the 2023-2024 School Year:**

Business advisory councils operate under [three quality practices](#): **Develop Professional Skills for Future Careers, Build Partnerships and Coordinate Experiences.**

Describe how the business advisory council plans to **Develop Professional Skills for Future Careers** for the 2023-2024 school year.

- Describe the plan, including initiatives, project or events. Include specific districts impacted by initiative(s) and list all businesses involved.
- Use the template as a guide to list all initiatives, projects and events used to develop professional skills for future careers (include business input in curriculum alignment with skills needed for in-demand professions, educator engagement and development, employers in classroom involvement). Also include existing programs and how they will be sustained and scaled.

**Initiative 1- Research**

**What collaborative action steps are required to facilitate achieving outcomes?**

The LinkedUp BAC recruited *from the membership two co-chairs working with fourteen plus volunteer committee chairs* to accomplish the following:

1. Research current skills identified as key professional skills within industry sectors across the region and state.
2. Request and collect all resources available from research in step one to define and measure the skills identified.
3. Analyze the outcomes from step one and two.
4. Confirm/Add/Edit/Remove key skills to be the focus of the initiative for the 2023-2024 term.

**List all districts impacted.**

All school districts listed within the application within Hamilton, Clermont, and Butler counties.

**List all businesses involved.**

All businesses and participants listed in the application; the BAC will continue to expand business partnerships.

**List all related timelines for each phase of plan development and associated deadlines.**

- The initial intake for data collection completed by the team December 1, 2023.
- Analysis and overview completed by February 23, 2024
- Present and share with full committee May 10, 2024

This work will be ongoing into the future, occurring annually for updates and relevance to the team.

**List the resources needed for implementation (funding, manpower, tools, etc.).**

1. Marketing and communication support.
2. Time/Funding/Administrative support to review the information and consolidate for analysis.

**Identify any challenges that may impact this plan. How will the business advisory council overcome these challenges?**

Challenges related to achieving this phase of the plan will be to ensure a broad spectrum of information is collected, including a challenge to confirm that a diverse group of people are reviewing, responding to, and interpreting the data being collected. The Business Advisory is made up of volunteers, so it can be challenging to coordinate the work.

One way to overcome the challenges will be to utilize the LinkedUp BAC of Hamilton/Clermont/Butler Counties to leverage their large-scale outreach for collection and diversity of information, and then have HCESC's Workforce Innovation Network collect the data for analysis.

**Identify existing [data](#) and set measurable outcomes to achieve plan. If data is unavailable, identify steps being taken to acquire this data.**

The team will have the data from the 2022-2023 BAC to support initial data input levels and analysis associated with the goals from the previous year, setting a baseline for several key aspects of Initiative One. (Research)

Any necessary data will be connected to the BAC membership to collectively work together to gather and analyze.

**Initiative 2- Identify Measurables**

**What collaborative action steps are required to facilitate achieving outcomes?**

Once the skills from Initiative 1 are collected, the team will determine and recommend measurables related to the first initiative. Actions steps towards this goal include the following:

1. The team will develop a set of standards to identify what defines measurables, such as but not limited to assessments, definitions of proficiency, rubrics, etc.
2. The team will review any currently existing measurables related to existing key skills.
3. Identify any missing key skills and if they need formats to measurable outcomes.
4. Work with the team to develop, draft, and approve the missing measurables.

<p><b>List all districts impacted.</b></p> <p>All school districts listed within the application within Hamilton, Clermont, and Butler counties.</p>
<p><b>List all businesses involved.</b></p> <p>All businesses and participants listed in the application; the BAC will continue to expand business partnerships.</p>
<p><b>List all related timelines for each phase of plan development and associated deadlines.</b></p> <ul style="list-style-type: none"> <li>• The initial intake for data collection will be completed by the team December 1, 2023.</li> <li>• Analysis and overview completed by February 23, 2024</li> <li>• Present and share with full committee May 10, 2024</li> </ul> <p>Future ongoing analysis should occur bi-annually for updates and relevance to the goals and objectives of the region.</p>
<p><b>List the resources are needed for implementation (funding, manpower, tools, etc.).</b></p> <ol style="list-style-type: none"> <li>1. Administrative support for funding, design, copying, etc.</li> <li>2. Software for design purposes.</li> </ol>
<p><b>Identify any challenges that may impact this plan. How will the business advisory council overcome these challenges?</b></p> <p>Challenges related to this phase include:</p> <ol style="list-style-type: none"> <li>1. Ensuring the package is accessible. The ESC can overcome this challenge through developing the package as a PDF available digitally.</li> <li>2. Ensuring the implementation recommendations are flexible to meet the broad range of unique needs for all the schools the ESC serves. This can be overcome by ensuring each of the schools provides input on their needs prior to the completion of the package.</li> <li>3. Ensuring the package does not duplicate efforts, but instead leverage existing resources and increase their impact.</li> </ol>
<p><b>Identify existing <a href="#">data</a> and set measurable outcomes to achieve the plan. If data is unavailable, identify steps being taken to acquire this data.</b></p> <ol style="list-style-type: none"> <li>1. Using 2022-2023 baseline data to compare and move forward for the 2023-2024 school year, based upon the data collected from the LinkedUp BAC 2022.</li> <li>2. Data collected from the Ohio Department of Education School Report cards.</li> <li>3. Data collected from the Ohio Department of Education OHIO Means Jobs Readiness Seal outcomes.</li> <li>4. The team will communicate with the LinkedUp BAC to distribute and analyze ongoing materials.</li> </ol>

Describe how the business advisory council plans to **Build Partnerships** for the for the 2023-2024 school year.

- Describe how the business advisory council will grow partnerships in alignment with in-demand careers in the region with representation from industry, workforce boards, port authority, Ohio Means Jobs Centers, industry sector partnerships, higher education, etc.
- Use the template as a guide to list all initiatives, projects and events used to build partnerships. Include information on partnership alignment, effectiveness, initiatives spearheaded by these collaborations. Demonstrate cooperative efforts between districts and partners to benefit students and businesses.

**Initiative 1 - CONNECT with all partners to ensure regional alignment.**

**What collaborative action steps are required to facilitate achieving outcomes?**

Building partnerships requires a greater level of intentionality at both the school level and the organizational level. The BAC will continue to actively connect with schools, ensuring that they have a participant in developing these partnerships locally and regionally. As each school district is required to host or attend a Business Advisory Council, the LinkedUp BAC has created *a team with three co-chairs to lead the initiative*. This team will work with our school district members to educate and engage school personnel, identifying a primary point-person for this work. Furthermore, by utilizing future BAC meetings, we will ensure that schools and business partners have an opportunity to network in person, talk about individual needs, and begin to formulate unique opportunities tailored to our educational and professional partners. Assisting schools to further develop additional internal opportunities will allow us to expand our partner network and share successful programs that help to cultivate these opportunities.

**List all districts impacted**

All school districts listed within the application within Hamilton, Clermont, and Butler counties.

**List all businesses involved.**

All businesses and participants listed in the application; the BAC will continue to expand business partnerships.

**List all related timelines for each phase of plan development and associated deadlines.**

May 2024 is our deadline for expanding our network with both educational and professional organizations.

Updates and quarterly presentations to the LinkedUp BAC will occur:

- December 1, 2023
- February 23, 2024
- May 10, 2024

**List the resources are needed for implementation (funding, manpower, tools, etc.).**

Manpower - Individual point people within both educational and professional arenas to assist in this work.

Web Site – our website will become a common portal for our LinkedUp BAC to access our growing partner network.

**Identify any challenges that may impact this plan. How will the business advisory council overcome these challenges?**

Currently, the greatest challenge is finding a way to help schools identify a particular person that can assist in growing their BAC involvement so that as our partner network expands, they can help share those opportunities with their respective student bodies.

**Identify existing data and set measurable outcomes to achieve the plan. If data is unavailable, identify steps being taken to acquire this data.**

Through our continued connections, the BAC has populated a list of business partners into an internal database. Additionally, the ESC has built an internal website/portal (<https://linkedupbac.org/>) to capture this information for the past year 2022-2023. This website will be shared and incorporated into all participating school districts as a common resource for information and opportunity.

**Initiative 2 COMMUNICATE effectively with all partners to provide support and resources.**

**What collaborative action steps are required to facilitate achieving outcomes?**

The team will work with the LinkedUp executive team to provide accurate communication through three sources:

1. Hard copy materials, including quarterly newsletters highlighting current trends and offerings supplied to all school district members, business partners, and participants in our region of southwest Ohio.
2. An electronic copy of all information to be shared directly with our membership and participants.
3. The LinkedUp BAC website to connect, support, engage, and store information.



<p><b>List all districts impacted.</b></p> <p>See Above - All school districts listed within the application within Hamilton, Clermont, and Butler counties.</p>
<p><b>List all businesses involved.</b></p> <p>All businesses and participants listed in the application; the BAC will continue to expand business partnerships.</p>
<p><b>List all related timelines for each phase of plan development and associated deadlines.</b></p> <p>May 2024, is our deadline for expanding our network fully for the objectives.</p> <p>Updates and quarterly presentations to the LinkedUp BAC will occur:</p> <ul style="list-style-type: none"> <li>December 1, 2023</li> <li>February 23, 2024</li> <li>May 10, 2024 - Data and outreach sharing to occur to the full LinkedUp BAC will happen during this event.</li> </ul>
<p><b>List the resources are needed for implementation (funding, manpower, tools, etc.).</b></p> <p><u>Manpower</u> - Individual point people within both educational and professional arenas to assist in this work.  <u>Web Site</u> – the website will become a common portal for our LinkedUp BAC to connect to our growing partner network.  <u>Funding</u>- Assist with the cost associated with mailings, design, and copied materials.</p>
<p><b>Identify any challenges that may impact this plan. How will the business advisory council overcome these challenges?</b></p> <p>The challenge will be to market and provide materials for the team, and cost associated with the work. The Hamilton County ESC with the collaboration of Southwest Tech Prep will help with the funding and needs of the team associated with this goal.</p>
<p><b>Identify existing <u>data</u> and set measurable outcomes to achieve the plan. If data is unavailable, identify steps being taken to acquire this data.</b></p> <p>The team working on this goal will have access to the data being collected and utilized through the HCESC MailChimp program, the LinkedUp BAC website, and the internal BAC data management system. The goal is to confirm 100% of our school districts, community partners, and participants are receiving accurate materials and timelines and expand our outreach form the 2022-2023 school year by 25%.</p>

Describe how the business advisory council plans **Coordinate Experiences** for the 2023-2024 school year.

- Describe how the business advisory council will connect students to experiential learning to show competency of skills learned through hands-on demonstration (for example, internships, problem-based learning, pre-apprenticeships and apprenticeships).

<p><b>Initiative 1 Pilot LinkedUp Connect</b></p>
<p><b>What collaborative action steps are required to facilitate achieving outcomes?</b></p> <p>LinkedUp BAC established a <i>team of four co-chairs to facilitate and guide this initiative</i>, representing education and industry partners, including 15 volunteers involved with planning. We will pilot LinkedUp Connect, a one-stop portal to connect students with work-based learning opportunities. The team will support the onboarding and establish communication around the needs-assessments during the initial phase of the pilot. Four schools are signed up for the initial phase and four for the second phase. Piloting the portal will require onboarding, focus groups, and adjustments for overall success.</p>
<p><b>List all districts impacted.</b></p> <p>Reading Local School District, Southwest Local School District, Deer Park Local School District, and North College Hill Local School District.</p>

**List all businesses involved.**

All businesses and participants listed in the application; the BAC will continue to expand business partnerships. Business partners are being onboarded to support the pilot with experienceships.

**List all related timelines for each phase of plan development and associated deadlines.**

- Phase one will occur during November-December 2023
- Phase two will occur January-February 2024

The team will report out December 1, 2023; February 23, 2024; May 10, 2024

**List the resources are needed for implementation (funding, manpower, tools, etc.).**

Manpower - Individual point-people within both educational and professional arenas to assist in this work.

LinkedUp Connect – Will need future funding to support the technology upgrades.

Marketing - Providing funds to communicate and expand the outreach.

**Identify any challenges that may impact this plan. How will the business advisory council overcome these challenges?**

Challenges around funding and human capital are being addressed through the Hamilton County ESC’s Workforce Innovation Network. Currently, Hamilton County ESC is funding over two full-time employees to address and support the work of the Business Advisory Council and the development of the LinkedUp Connect portal. The challenges around support also are being addressed through regional industry partnerships who donate time and collaborate on grant writing.

**Identify existing data and set measurable outcomes to achieve the plan. If data is unavailable, identify steps being taken to acquire this data.**

Utilizing the current data from the 2022-2023 school year as a baseline for all schools, the pilot will continue to collect information focused on the participation of students and educators in the region. The LinkedUp Connect portal will begin to provide data on participation, assessments of career interest categories, student transportation needs, available careers in the region, teachers’ involvement by subject, etc. The data being collected will be used to support adjustments and clarifications during phase one. During phase two we will begin to provide live data collection.

**Initiative 2 Develop and Create Teacher Experienceships**

**What collaborative action steps are required to facilitate achieving outcomes?**

The team of *4 co-chairs and 15 volunteers* working with the LinkedUp BAC team of Hamilton County ESC, have committed to delivering 3 newly sponsored teacher experiences this 2023-2024 year. The team will work with the HCESC to communicate and register for the events.

**List all districts impacted.**

All school districts listed within the application within Hamilton, Clermont, and Butler counties.

**List all businesses involved.**

All businesses and participants listed in the application; the BAC will continue to expand business partnerships.

**List all related timelines for each phase of plan development and associated deadlines.**

1. Phase 1 - Sept. 8, 2023 - initial intake meeting, goal setting, and determination of content.
2. Phase 2 - December 1, 2023 - update on first teacher experience.
3. Phase 3 - February 23, 2024 - update and future planning.
4. Phase 4 - May 10, 2024 - final update an overview for summer experiences

**List the resources are needed for implementation (funding, manpower, tools, etc.).**

Volunteers and an individual point-person within both educational and professional arenas to assist in this work.

Marketing- Providing funding to communicate and expand the outreach. The team will be reaching out to our industry partnerships to help provide additional sites for teacher experienceships.

**Identify any challenges that may impact this plan. How will the business advisory council overcome these challenges?**

The challenges will be scheduling, finding locations, and marketing. With the support of the HCESC Workforce Innovation Network, the challenges will become collaborative answers. HCESC will support the marketing and facilitation of communication as well as the registration of activities and involvement. Locations for the experienceships will be connected through the industry partnerships that currently exist across LinkedUp BAC.

**Identify existing [data](#) and set measurable outcomes to achieve the plan. If data is unavailable, identify steps being taken to acquire this data.**

The current data from the 2022-2023 school year will be the baseline for all schools in the region. The team will collect data on educator participation using HCESC's registration program (escweb) for the experienceships, and The LinkedUp Connect portal will begin to provide data on teachers' involvement by subject, etc.