

1 The board will receive assistance from a business advisory council in the performance of its duty
2 to provide career and technical education instruction, activities, and services. In accordance with
3 the requirements of state law, the business advisory council will serve the board by identifying
4 economic and workforce development trends related to the training and educational needs of the
5 community and advocating for strong, local career and technical education programs, including
6 career pathway development that provides work-based learning opportunities for students and
7 prepares students for post-secondary educational certifications and credentialing for high-
8 demand careers.

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10 **A. COMPOSITION OF THE COUNCIL**

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12 The business advisory council will have nine members, including the superintendent or
13 designee, the career and technical education program director, the president of the local
14 community college or designee, and a principal assigned by the superintendent. The
15 career and technical education program director will be a nonvoting member on the
16 council and will serve as secretary to the council. The majority of members on the
17 council will be business, industry, and workforce and economic development
18 stakeholders, and community members (“business and industry representatives”), such
19 as: local business and industry owners; representatives from local manufacturing centers
20 and factories; human resource directors employed at businesses and industries in the
21 community; representatives from community-based organizations; representatives from
22 economic and workforce development organizations; parents of students enrolled in
23 career and technical education courses; or a representative or manager of the local
24 apprenticeship coalition.

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26 **B. APPOINTMENT OF BUSINESS AND INDUSTRY REPRESENTATIVES**

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28 **1. Initial Appointment of Business and Industry Representatives**

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30 The board will make the initial appointments of business and industry
31 representatives for terms beginning January 1, 2018. The board will divide the
32 initial appointments into four groups as equal in size as practicable and will
33 designate appointments in group one to serve four-year terms, in group two to
34 serve three-year terms, in group three to serve two-year terms, and in group four
35 to serve one-year terms.

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37 **2. Subsequent Appointment of Business and Industry Representatives**

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39 **a. Reasons for Appointment**

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41 As terms expire for business and industry representatives initially
42 appointed by the board, the council will appoint subsequent members to
43 the council for four-year terms. Any vacancy of a business and industry

44 representative seat will be filled by the remaining members of the council
45 to serve until the end of that seat's term.

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47 At any time the council may decide, by two-thirds majority vote, to add
48 one or more seats to the council. The council will appoint a business and
49 industry representative to the vacant, newly created seat(s). When
50 increasing the council size, the council may adjust the length of the initial
51 term of a newly created seat in order to keep as equal as practicable the
52 number of members whose terms expire each year.

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54 **b. Appointment Process**

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56 Any individual interested in serving on the council should contact the
57 career and technical education program director and submit a statement of
58 interest. School system employees, board members, and council members
59 are encouraged to recommend individuals who they believe would be
60 positive additions to the council. The superintendent or designee shall
61 make an effort to recruit a diverse field of qualified candidates.

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63 When a business and industry representative's seat is set to expire or is
64 vacant, a committee of at least two council members appointed by the
65 council chair shall interview the candidates. The committee shall provide
66 all council members with the candidate's statement of interest, the
67 interview information, and the committee's appointment
68 recommendations. The council members shall review the materials
69 provided by the committee and, by majority vote, choose a candidate to
70 fill each seat that is set for expiration or is vacant.

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72 When appointing new members, the council should choose candidates
73 who are concerned with the best interests of the students and the local
74 economy and who are willing to devote the time and effort required of
75 council membership. Ideal candidates will have a particular knowledge or
76 expertise or a unique perspective relevant to economic and workforce
77 development trends related to the training and educational needs of the
78 community. Candidates also should be advocates for strong, local career
79 and technical education programs. Preference will be given to candidates
80 who reside within the school administrative unit. Membership on the
81 council must reasonably reflect the education, business, and community
82 makeup of the school administrative unit.

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84 **C. OPERATION OF THE COUNCIL**

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86 The business advisory council will operate in accordance with G.S. 115C-1702. The
87 superintendent shall provide the council with a meeting space and shall assign necessary

88 administrative staff to assist the council. The council shall report back to the board
89 annually on its recommendations for the school system’s career and technical education
90 instruction, activities, and services. Meetings of the council are subject to the
91 requirements of the open meetings law in Article 33C of Chapter 143 of the General
92 Statutes.

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94 Legal References: G.S. 115C-47(30), -55, -1702; 143 art. 33C

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96 Cross References: Compliance with the Open Meetings Law (policy 2320)

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98 Adopted: November 20, 2017

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100 Revised: [DATE]

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