



**NorthEast Ohio Business Advisory Council  
Thursday, December 3, 2020 – Virtual Meeting  
9:30 – 11:00 a.m.**

**Educational Service Center of Northeast Ohio**

**Agenda - Minutes**

9:30-9:40 Welcome and Introductions  
Nadine Grimm, Coordinator of 21<sup>st</sup> Century Learning at the ESC NEO, welcomed 27 participants to the virtual ESC Business Advisory Meeting

9:40-10:30 **Pre-Professional Internship Program, Trinity High School**  
Presenter: Barb Dottore, Director, and Instructor Department of English

Presentation: Dr. Thomas M. Maher Pre-Professional Internship Program  
Ms. Barb Dottore is the Director of the Trinity High School Dr. Thomas M. Maher Pre-Professional Internship Program. She began her career as a full-time English teacher at the high school and still holds that position. When the Pre-Professional Internship Program began in 2009, she served as its Program Coordinator and Site Visitor, but now both directs the program and serves as a Site Visitor to aligned businesses. The program serves 260 students in grades 10 – 12, who spend one day per week serving as interns in area businesses. The school offers three paths—Graphic Design, IT, and Healthcare—in addition to its College Prep program. In grade 9, all students participate in career development courses that provide them with business etiquette, skills development, CPR training, and Microsoft Suite training. Students have the opportunity to change internships each year, but they must serve on their chosen internship path for the entire academic year. Alumnae Sarah Foley and Alexis Pickett shared their experiences as student-interns and the outcomes for their chosen careers in Healthcare. Sarah is in her third year of medical school and Alexis is employed at Hillcrest Hospital and also studying for a nursing degree online. Students are not paid for their internships; rather, business partners pay the school's career development office that in turn provides transportation, administrative support, and oversees site visits at businesses where students work to ensure smooth interface between employer and employee. BAC participants inquired about scheduling of classes and work, student expectations and requirements, communications with businesses, and administrative functions to provide services to the businesses and students,

10:30-10:50 Business Advisory Council Update  
Paula Kucinic, ESC NEO Director of Professional Development and Instructional Technology provided an update on the status of grants that had been submitted, as well as a pilot with several districts engaged in a collaboration with Nextwork to provide resume services and connections to local businesses for students. The BAC reports are due on Dec. 15, 2020 to ODE and will be submitted by the ESC on behalf of our BAC.

10:50-11:00 Next meeting of the NEOBAC: Mar. 4, 2021 – Virtual

Adjourn: The meeting adjourned at 11:00 a.m.