



**Business Advisory Council
Wednesday, August 8, 2018**

MINUTES

1. Introductions

Tonjua McCullough – Blair Rubber Company
Kent Morgan – Buckeye Local Schools
Grant Raymond – Dunlop and Johnston
Laurie Boedicker – Highland Schools
Kathy Breitenbucher – MCEDC

Annie Fink – MCEDC
Dave Chambers – Medina City Schools
Jackie Schulte – SFS Intec
Elizabeth Bux – Williams & Batchelder

The group had agreed to discuss the job seeking and interview process to help inform what is being taught in the curriculum.

In some companies, it is necessary to fill out an application. That can be done in person or on line depending on the company. Discussed how to present yourself in either scenario.

The keys were the applicant display they researched the company and put in some effort. They need to dress appropriately and be attentive. They should express interest. It was suggested they think of it like a first date with someone you really like.

Explained working through a staffing or temporary agency.

The importance of following directions was stressed.

An email thank you is required. A hand written note can be nice but it should not replace the email.

Grant suggested we set up companies willing to do mock interviews and schedule times for students to do those. Will pursue with Buckeye as a pilot.

Suggestions, comments, and discussion was incorporated into the document entitled, "How to In-Person Interview".

Next Meeting: September 12, 2018

NOTE: This meeting is at Cloverleaf High School