

## Planning & Development Committee Meeting

<b>Meeting Information</b>			
<b>Meeting Date / Time:</b>	April 25, 2024 <b>6:00 – 6:30 PM</b>	<b>Location:</b>	Brownstown
<b>LCCTC Administrator</b>	Mr. Mike Moeller	<b>Purpose of meeting:</b>	Committee Meeting
<b>Chairman:</b>	Chris Straub	<b>Recording Secretary:</b>	Karin Shipman
<b>Purpose Statement:</b>	Provide guidance and review activities at the LCCTC for the planning and development of future programming. The Planning and Development committee commits to ensure that projects and programs align with the mission of the school while providing services that align and partner with community resources and needs for the betterment of our students and workforce. Members of the planning and development committee will keep the interest of students and school goals at the forefront of the future development of LCCTC programming.		
<b>Committee Members</b>			
Chris Straub-PM	Steve Riehl- Pequea Valley	Brian Conroy- ELANCO	
Mike Moeller- Supervisor of Curriculum	Rachel Hetzel- Director of Technology	Karin Shipman- Student Services Director	Tom Wolf Assistant Director
Members present: Chris Straub, Steve Riehl, Tom Wolfe, Mike Moeller, Rachel Hetzel, Karin Shipman, Kami Dugan			

<b>Topics</b>	<b>Discussion</b>

## Planning & Development Committee Meeting

### PLANNING AND DEVELOPMENT COMMITTEE

Chair – Chris Straub; Members – Brian Conroy, Steve Riehl

Administrators – Thomas Wolfe, Michael Moeller, Karin Shipman, Rachel Hetzel

#### Action Items

[PN Curriculum Approval](#)

Approve Planning and Development Committee Report – Vote

#### Informational Items

- [Application Status Secondary 2024-25](#)
- [Enrollment Status Post-Secondary 2024-25](#)
- Summer Camp Update (June 10-13)
- Programmatic Recommendations- Building Construction
- Vet Affiliation Agreement
  - [Shaggy Dog](#)
  - [Renee's Grooming](#)
  - [Elite Canine Spa](#)
- Dental Affiliation Agreements
  - [Smile Care Group](#)
  - [Crognale and Collins Dental](#)
  - [Conestoga Oral Surgery](#)
  - [Nolt Dental](#)
- Public Safety Center Affiliation Agreements (Ride Alongs)
  - [Ephrata Community Ambulance](#)
  - [FASP](#)
  - [Lancaster EMS](#)
  - [Manheim Township Ambulance](#)
  - [Municipal Emergency Service](#)
  - [Penn State Health Life Lion](#)

Field Trips

Date(s)	Place	Program/Campus
4/9/24	West Fallowfield Christian School, Atglen	Welding - WS
4/10/24	Blue & Grey Cluster AKC Dog Show, Harrisburg	Vet Assist - WS
4/10/24	Highland Tank, Manheim	Welding - MJ
4/30/24	Brubaker Farms, Mount Joy	A.I Training - APST WS
5/1/24	Brubaker Farms, Mount Joy	A.I. Training - APST WS
5/1/24	Pet Pantry, Lancaster	Vet Assist - WS
5/9/24	Millport Conservancy, Fly on the Run, Lititz	Elect Mech - MJ
5/9/24	Millport Conservancy, Fly On the Run, Lititz	Collison - WS
5/15/24	Central Manor Dairy, Washington Boro	Vet Assist - WS
5/16/24	Intertek, York	Art. CAD - BT
5/23/24	Sweeterie, Miltons, Chocolate World, Hershey	Baking & Pastry - MJ

Kami Dugan joined the Planning and Development Committee Meeting. She has been working to bring a virtual option to the Practical Nursing program for a portion of the hours. Discussed total hour decrease from 1605 to 1500 and the flexibility provided for faculty and staff. Most hours were cut from clinical. 20% of time per course can be virtual. Board pass rates should still be high. Start of Sep 1, 2024 for virtual options.

Reviewed enrollment numbers. Waitlist numbers.

Apr 23, 2024 opened summer camp registration. Full at BT and WS. Closed within a day. 6-8 grade audience. 4-days for camp

Programmatic recommendations. GAC recommended a Building Construction Trades program showcasing a bit of each program. Students could funnel to home remodeling companies versus a program with a specific niche. Would bring additional capacity for student enrollment and would be after Central Office is relocated to the Lion's Club building. Number of seats would depend on the sizing of the room.

Affiliation agreements.

Upcoming field trips. Discussed the Artificial Insemination for APST

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	field trip.
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