

Planning & Development Committee Meeting

Meeting Information			
Meeting Date / Time:	May 23, 2024 6:00 – 6:30 PM	Location:	Mt Joy
LCCTC Administrator	Mr. Mike Moeller	Purpose of meeting:	Committee Meeting
Chairman:	Chris Straub	Recording Secretary:	Karin Shipman
Purpose Statement:	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.		
Committee Members			
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, Brian Conroy, Mike Moeller, Rachel Hetzel, Karin Shipman, Tom Wolfe			

Topics
<p><u>PLANNING AND DEVELOPMENT COMMITTEE</u> Chair – Chris Straub Members – Brian Conroy, Steve Riehl Administrators – Thomas Wolfe, Michael Moeller, Karin Shipman, Rachel Hetzel</p> <p><u>Action Items</u></p> <ul style="list-style-type: none"> • Adult Education Catalog <p>Approve Planning and Development Committee Report – Vote</p> <p><u>Informational Items</u></p> <ul style="list-style-type: none"> • Application Status Secondary 2024-25 • Enrollment Status Post-Secondary 2024-25

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Field Trips

Date(s)	Place	Program/Campus
5/6/2024	Susquehanna Waldorf School, Marietta	Early Child Dev - MJ
5/7/2024	Fly On The Run, Leola	APST - WS
5/9/2024	Rohrer Dairy Farm & Central Manor Dairy Farm, Washingtonboro	APST - WS
5/14/2024	DHIA, Manheim	APST - WS
5/15/2024	Smuckers Meats & Nissley Brothers Feedlot, Mount Joy	APST - WS
5/16/2024	Burrowes Elementary, Lancaster	APST - WS
5/22/2024	Sauder's Eggs, Lancaster	APST - WS
5/23/2024	Oregon Dairy & Stoney Path Lane, Lancaster	APST - WS
5/28/2024	Hempfield HS Auditorium, Landisville	PSC - MJ

Discussion:

Reviewed changes to the Adult Ed catalog.

Discussion on how CTC markets to the school districts. CTC counselors go out to each high school in the fall to present prior to the grade level tours (10th and 11th grade). Discussion on CAD and specification writing. Idea on bringing industry folks to the presentations so they can give greater insight into the programs. Discussed OACs, that meet twice a year and the feedback from the industry representatives to help direct the programs. Option of add-on to CAD or separate program? Reviewed the program report cards and how that is used to improve and expand each program. Some programs are having industry reps present for tours, Open Houses and New Student Orientation. Recommendation of a Construction Management program. Possibly on the Adult Ed side as a 6-8 week program.