

Planning & Development Committee Meeting

Meeting Information			
Meeting Date / Time:	February 27, 2025 6:00 - 6:30 PM	Location:	Mount 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	
Members present: Chris Straub, Desiree Wagner, Mike Moeller, Karin Shipman			

Topics
<p><u>PLANNING AND DEVELOPMENT COMMITTEE</u> Chair – Chris Straub Members – Brian Conroy, Steve Riehl, Desiree Wagner Administrators – Michael Moeller, Karin Shipman, Rachel Hetzel</p> <p><i>Meeting started at 6:04 pm.</i></p> <ul style="list-style-type: none"> ● Work-Based Learning Handbook <i>The Work-Based Learning Handbook addresses co-op procedures, clinical placements, and Advanced Placement Internships (API).</i> ● Institutional Placement and Follow-up Services Plan <i>The Institutional Placement and Follow-up Services Plan identifies what we are doing to place students and the steps we take in following up with students. There is difficulty connecting with students after they have left CTC. The best method of obtaining information from students has been through the instructors.</i> ● Out of State Field Trip <ul style="list-style-type: none"> ○ Washington DC on May 5, 2025 - Intro to Visual = BT & WS <i>This is a Visual Communications trip that is an out-of-state, day trip. Out-of-state and overnight trips require board approval.</i>

Planning & Development Committee Meeting

Approve Planning and Development Committee Report – Vote

Informational Items

- Discussion item- [MOU for La Academia Partnership Charter School - Pending JOC and Solicitor Review](#)
Reviewed the MOU. JOC members need to determine if we are to move forward or not.
- Progress Reports
Parents can access grades, attendance, and discipline from the parent portal. Grades are live. This will be the last year for progress reports. Additionally, only two districts still provide progress reports. Notifications to parents concerning mid-marking period grades will still be sent.
- [Application Status Secondary 2024-25](#)
- [Enrollment Status Post-Secondary 2024-25](#)
- Affiliation Agreements
 - [Wonder Kids Medical Daycare - PN Program](#)
 - [Lancaster Orthopedic Group](#)
 - [SACA](#)
 - [US Digestive Health](#)

Field Trips

Date(s)	Place	Program/Campus
2/12/25	Millport Conservancy, Leola	Carpentry - MJ
2/26/25	Solanco FairGrounds - Powls Feed Dairy Expo, Quarryville	APST - WS
2/27/25	Stauffer Residence, Ephrata	APST - WS
3/5/25	Dauphin County CTC, Harrisburg	SkillsUSA - MJ
3/7/25	Strasburg Railroad, Strasburg	Precision. Mach - MJ
3/11/25	Farm & Home Center, Lancaster	APST - WS
3/13/25	Greystone Manor, Lancaster	APST - WS
3/18/25	Lebanon Valley Expo Center, Lebanon	APST - WS
4/10/25	Philadelphia Art Museum, Philadelphia	Photography - BT
4/25/25	Franklin Institute, Philadelphia	Intro Health (All Campuses)
5/1/25	HACC, Harrisburg	Intro Health (All Campuses)

Meeting ended at 6:20 pm.

