

Planning & Development Committee Meeting

Meeting Information			
Meeting Date / Time:	January 22, 2026 6:00 - 6:30PM	Location:	Brownstown
LCCTC Administrator	Mr. Mike Moeller	Purpose of meeting:	Committee Meeting
Chairman:	Steve Riehl	Recording Secretary:	
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			
Steve Riehl- Pequea Valley	Desiree Wagner- Cocalico	Ramon Rivera- Manheim Township	
Mike Moeller- Assistant Administrative Director	David Smith- Director, Higher and Continuing Education	Karin Shipman- Student Services Director	
Members present: Steve Riehl, Mike Moeller, Dave Smith, Karin Shipman			

<p><i>Meeting started at 6:09 pm.</i></p> <p>Action Items</p> <ul style="list-style-type: none"> ● e-Sports Team <i>An overview of the program was shared. Per policy, the team needs board approval. Mr. Riehl supports it. He shared that Pequea Valley implemented a team several years ago and it has positively impacted students. There is no cost this year. The advisors want to see the program in place. There were questions on if it would remain cost free moving forward. Other skills group advisors receive stipends for overseeing their clubs.</i> ● Cooperative Education Student- Culinary Arts for Cafeteria <i>We are looking to hire a culinary student to work in the cafeteria at the Brownstown Campus. We have been working short staffed and have been pulling other staff to fill the need. A student can accept the position, use school transportation, and earn coop wages, like we are going for our Communications coop student. We are still trying to hire for the open cafeteria positions, but this will allow a student to obtain experience while filling a need. This would support a student who can't drive, or work weekends and evenings.</i> <p>Approve Planning and Development Committee Report – Vote</p> <p>Informational Items</p> <ul style="list-style-type: none"> ● Application Status Secondary 2025-26 <i>Minimal change from month to month at this time of year. Discussed next year's application numbers. Have 2,060 completed applications for program placement from the on-time application window.</i>

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Mr. Moeller shared information from the CTE Expansion Committee. The Committee had a guest speaker today who shared their model of satellite and pathway programs.

- [Enrollment Status Post-Secondary 2025-26](#)
- TechLink Advocacy Day- March 23rd, 2026
- PCCD School Safety Grant- \$70k
- Affiliation Agreement
 - [Dermatology Associates](#)
 - [Lancaster Skin Center](#)
 - [Union Community Care](#)
 - [Lancaster Orthopedic Group](#)
 - [US Digestive Health](#)

Field Trips

Date(s)	Place	Program/Campus
12/12/25	Ollies, Lancaster	Skills USA - BT
1/6/26	SWF, Wrightsville	Met Feb - MJ
1/3/26	Harrisburg Farm Show, Harrisburg	Intro to Auto - WS
2/6/26	Material Resource Center, Ephrata	NTHS - BT
2/18/26	Benchmark Construction, Ephrata	Art CAD - BT
2/24/26	Kopec Vet, Marietta & Brubaker Farms, Mount Joy	APST - WS
2/26/26	Prestige Color & Lancaster Home & Farm Ctr., Lancaster	Digital Cluster - BT
2/26/26	Hershey Park, Hershey	Plumbing & Electrical - BT
3/31/26	Penn Ag Expo. Lebanon	APST - WS
5/8/26	PA State Police Academy, Hershey	PSC
5/14/26	Penn Med LGH, Lancaster	Intro to Health - MJ

Meeting ended at 6:28 pm.