

Planning & Development Committee Meeting

Meeting Information			
Meeting Date / Time:	December 8, 2025 6:00 - 6:15 PM	Location:	Willow Street
LCCTC Administrator	Mr. Mike Moeller	Purpose of meeting:	Committee Meeting
Chairman:	Steve Riehl	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			
Steve Riehl- Pequea Valley	Desiree Wagner- Cocalico	Brian Conroy- ELANCO	
Mike Moeller- Assistant Administrative Director	David Smith - Adult Ed Director	Karin Shipman- Student Services Director	
Members present:			

<p><u>PLANNING AND DEVELOPMENT COMMITTEE</u> Chair – Steve Riehl Members – Desiree Wagner Administrators – Michael Moeller, Karin Shipman, Rachel Hetzel</p> <p><i>The meeting started at 6:03 pm.</i></p> <p><u>Action Items</u></p> <ul style="list-style-type: none"> • 2027-2028 Holiday Schedule <p><i>Discussed the addition of Martin Luther King Jr. day as part of the holiday schedule starting in the 2027-2028 school year. It is necessary to bring the calendar in advance to address the needs of the post-secondary program.</i></p> <ul style="list-style-type: none"> • Occupational Advisory Committee Lists <p><i>We are required to bring the Occupational Advisory Committee (OAC) list to the JOC annually. These individuals are instrumental in working with our instructors to ensure the program curriculum is aligned to what is needed in industry.</i></p> <ul style="list-style-type: none"> • Strategic Plan 2025-2028 <p><i>These are the current goals as determined by the administrative team at this summer retreat. Mr. Moeller reviewed the goals.</i></p> <p>Approve Planning and Development Committee Report – Vote</p> <p><u>Informational Items</u></p> <ul style="list-style-type: none"> • Application Status Secondary 2025-26 • Enrollment Status Post-Secondary 2025-26

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- Review Teacher Innovation Grants

These are the grants approved and awarded by the LCCT Foundation this year.

- Affiliation Agreements:
 - [Beittel-Becker Pediatrics](#)
 - [Tower Health](#)

Both affiliation agreements are for the Medical Assistant Program.

Field Trips

Date(s)	Place	Program/Campus
11/14/25	Allen Myers Quarry, Paradise	HEO - BT
11/18/25	Mount Joy CTC, Mount Joy	PSC - MJ
11/20/25	Electron Energy, Lancaster	Electrical/Precision - MJ
11/20/25	Spooky Nook, Manheim	PSC - MJ
11/24/25	MCC Material Resource Center, Ephrata	Art CAD - BT
12/3/25	Smuckers Meats & Nissley Brothers	APST - WS
12/4/25	ATC, Exton	Auto - WS
12/4/25	Conestoga Wood Speciality, East Earl	Cabinetry & Painting - BT
12/8/25	MCC Material Resource Center, Ephrata	Art CAD - BT
12/9/25	ATC, Exton	Auto - WS
12/16/25	S & A Dairy & Powl Feed	APST - WS
12/18/25	Masonic Village Farm & Market, , Elizabethtown	APST - WS
1/27/26	Lancaster Farm & Home Ctr, Lancaster	APST - WS
2/25/26	Powl Feed Expo, Solanco Fairgrounds	APST - WS
4/2/26	Paradise Energy Solutions/Solar Fields, New Holland	Electrical - BT

The meeting ended at 6:15 pm.