

## Planning & Development Committee Meeting

| Meeting Information                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                          |                   |
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| Meeting Date / Time:                                                                | June 25, 2026<br>6:00 - 6:30 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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 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, Brian Conroy, Mike Moeller, Dave Smith, Karin Shipman |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                          |                   |

| <p><b><u>PLANNING AND DEVELOPMENT COMMITTEE</u></b></p> <p><b>Chair – Steve Riehl</b></p> <p><b>Members – Desiree Wagner, Ramon Rivera</b></p> <p><b>Administrators – Michael Moeller, Karin Shipman, David Smith</b></p> <p>Meeting Started at 6:03 pm</p> <p><b><u>Action Items</u></b></p> <ul style="list-style-type: none"> <li>• <a href="#">Student Handbook 26-27</a><br/><i>Annual review and revision of handbook. No significant changes. Dates were revised.</i></li> </ul> <p>Approve Planning and Development Committee Report – Vote</p> <p><b><u>Informational Items</u></b></p> <ul style="list-style-type: none"> <li>• <a href="#">Application Status Secondary 2026-27</a> - 6/1/2026</li> <li>• <a href="#">Application Status Secondary 2026-27</a> - 6/8/2026</li> <li>• <a href="#">Application Status Secondary 2026-27</a> - 6/15/2026<br/><i>Reviewed secondary application numbers. Some programs will be part of root cause analysis this coming year.</i></li> <li>• <a href="#">Enrollment Status Post-Secondary 2026-27</a></li> <li>• <a href="#">VCA Animal Hospitals MOU</a></li> </ul> <p>Meeting Ended at 6:27 pm.</p> |
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