

Planning & Development Committee Meeting

Meeting Information			
Meeting Date / Time:	March 26, 2026 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:			

PLANNING AND DEVELOPMENT COMMITTEE
Chair – Steve Riehl Members – Desiree Wagner, Ramon Rivera Administrators – Michael Moeller, Karin Shipman, David Smith <i>The meeting started at 6:11 pm.</i> <u>Action Items</u> - Approval of New Program for 2026-27 School Year - CIP Code 46.0401- Building and Property Maintenance <i>We are seeking approval for the Building & Property Maintenance program. The Employment Outlook sheet shows strong employment outcomes for Lancaster County.</i> <i>The Program Guide was reviewed. This document reflects the certifications that can be earned as well as the task list outline. An Occupational Advisory Committee (OAC) will be created and a meeting held. Members of industry will have input on tasks not covered by the state list, which may then be added as local tasks.</i> <i>The General Advisory Committee (GAC) has already approved the Building & Property Maintenance program. The program was also discussed as part of the CTC Expansion Committee and was reviewed with the Superintendents at the last Professional Advisory Committee (PAC) meeting. The program should lead to full-time employment. Students who are interested in learning a more specialized field would be able to go on for further education. They would also be able to seek an apprenticeship to gain the skills needed.</i> - CTE Expansion Committee Recommendations Approve Planning and Development Committee Report – Vote

Planning & Development Committee Meeting

Informational Items

- [Application Status Secondary 2025-26](#)
- [Application Status Secondary 2026-27](#) - 3/01/2026
- [Application Status Secondary 2026-27](#) - 3/16/2026
- [Application Status Secondary 2026-27](#) - 3/23/2026

There are four (4) sets of data reflected for secondary enrollment. One (1) for the current 2025-2026 school year and three (3) for the 2026-2027 school year. Changes in waitlist numbers are attributed to students making changes (choosing other programs at CTC or other programs not at CTC, as well as receipt of late applications.

Low-enrolled programs were discussed. There are plans to boost enrollment for the 2026-2027 school year for DDPM, IMWD, Precision Machining, PSA, and APST.

- [Enrollment Status Post-Secondary 2026](#)
- Summer Camps

We will be changing the focus of summer camps this year. Camps will focus on 9th and 10th graders and the low-enrolled programs. The plan is to spark an interest in these programs for future years.

- Affiliation Agreements
 - [Buehler Family Dental](#)
 - [Pawsitive Pediatric Dentistry](#)
 - [White Family Dental](#)
 - [Pet Pantry](#)
 - [Willow Valley Dental](#)

Field Trips

Date(s)	Place	Program/Campus
3/10/26	Greystone Manor, Lancaster	APST - WS
3/16/26	Millport Conservancy, Lititz	HCO - MJ
3/23/26	Millport Conservancy, Lititz	HCO - MJ
3/23/26	Community Place on Washington, Elizabethtown	Carpentry - MJ
3/30/26	UTI, Exton	Intro to Manufacturing - BT
4/7 & 4/8/26	Lebanon Valley Expo, Lebanon	Intro to Construction - WS
4/15/26	Masonic Village, Elizabethtown	Culinary - MJ (Date change)
4/15/26	CCS Construction Site, Willow Valley, Willow Street	Walking tour, between 4/15 - 5/15 (weather permitting), Intro Construction - WS
4/21/26	Millport Conservancy, Lititz	Carpentry - MJ
4/23/26	WTIF, Harrisburg	Photography - BT
4/27/26	Boys & Girls Club of Lancaster, Lancaster	Carpentry - MJ
4/30/26	Da Vinci Museum, Harrisburg	Health Cluster - WS
5/13/26	HACC, Harrisburg	Intro to Health - MJ
5/14/26	LGH, Lancaster	Intro to Health - WS

The meeting ended at 6:32 pm.