The Carbon Lehigh Intermediate Unit is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, age, marital status, sex or nonrelevant handicap in activities, programs, or employment practices. For information regarding civil rights or grievance procedures contact Mr. John B. Houser, Section 504 Coordinator, or Mrs. Kim Tidjian, Title IX and ADA Coordinator at the Carbon Lehigh Intermediate Unit, 4210 Independence Drive, Schnecksville PA 18078-2580, 610-769-4111, 800-223-4821. September 2010
The Carbon Lehigh Intermediate Unit #21 serves the 14 school districts in Carbon and Lehigh counties. A fourteen-member Board of Directors, one from each district board, oversees the total operation. The CLIU #21 Board meets at 7:00 p.m. on the third Monday of each month, usually at the Central Office in Schnecksville.

An Advisory Council composed of the 14 district superintendents meets with the Executive Director monthly to discuss services to the school districts, and to promote local involvement in decision-making at both the state and federal levels. The cooperation and sharing inherent in such a system are essential in the search for cost-effective solutions to mutual educational concerns and issues.

Local school district personnel serve on numerous advisory and working committees with CLIU #21 staff. The collaborative efforts of these regional committees aim to improve quality services at a financial savings.

2009-2010 CLIU #21 CABINET

- Robert J. Keegan, Jr.
  Executive Director
  (7/1/09 to 3/31/10)

- Elaine E. Eib, Ed.D.
  Executive Director
  (4/17/10 to Present)

- Cathy S. Groller
  Assistant Executive Director
  (7/1/09 to 5/7/10)

- Ivy L. Harding
  Director, Business Services

- Jacqueline Attinello, Ed.D.
  Director
  Curriculum & Instruction / Educational Technologies
  (7/1/09 to 8/31/09)

- Kimberly A. Talipan
  Director, Human Resources

- Stephen C. Unis
  Director, Management Information Systems

- John B. Houser
  Director, Special Programs and Services

- Randy S. Williams, Sr.
  Director, Transportation
  (3/22/10 to Present)

- Philip R. Fiore
  Assistant Director
  Management Information Systems

- Tee Decker
  Assistant Director
  Special Programs and Services

- Deborah Dendas
  Assistant Director
  Special Programs and Services
From the Executive Director

The 2009-2010 school year at the Carbon Lehigh Intermediate Unit #21 was marked by some significant change. As your new Executive Director, I am honored to be part of that change and eager to embark on a new journey together!

This Annual Report to the Community showcases the state of the CLIU as well as communicates undertakings that have occurred throughout the 2009-2010 school year.

Having arrived in mid-April of 2010, a lot of my time has been put forth learning about our IU, what we do, how we do it, and why we do it. I have spent much time learning this through my discussions with many of our internal and external stakeholders. However, six months is clearly not enough time to learn about such a vast and comprehensive organization. Therefore, there is a lot more for me to do!

What I have learned and what I believe, as conveyed in this annual report, is that the CLIU #21 is a multifaceted organization devoted to service and quality! We are clear about our purpose!

1. Providing superlative services and/or instructional practices for more than 8,000 students every year;
2. Serving our member schools and clients and ensuring we are always flexible, ready, and responsive; and,
3. Staying current and on top of our game so that we may provide exceptional support, precise information, and execute best practices.

This annual report reflects the CLIU #21’s expansion of programs, increase in productivity, and service upgrades in response to meeting the needs of our school districts. Be assured that we will continue to provide only the very best programs and services each and every day.

Yours in education,

Elaine E. Eib, Ed.D.
Executive Director
Business Services

The Business Office oversees the fiscal operations of various programs. We have worked collaboratively with the Intermediate Unit's departments as well as the District Business Administrators of Carbon and Lehigh counties. The Business Office processes all billing, purchasing, monthly reporting, bidding, and biweekly payrolls for over 1,300 employees.

Each Intermediate Unit program is supported by local, state, and federal resources and in some cases we have multiple revenue sources supporting one particular budget. In the 2009-2010 fiscal year, the local revenue decreased by 4%, state revenue decreased by 5%, and federal revenue increased by 9%. This is due to the award of over $6.4 million dollars from the American Recovery and Reinvestment Act (ARRA).

Special education continues to be the largest program at the Intermediate Unit and represents 60% of total expenditures this year. The Corrections and Provider programs did not change and the remaining programs decreased slightly as a total percentage of Intermediate Unit expenditures. The Intermediate Unit used a total of 59 budgets to process revenues and expenditures during 2009-2010. This is also an increase over the previous year due to the American Recovery and Reinvestment Act (ARRA). The ARRA funds required six additional budgets for accounting purposes.

The Business Office coordinates the bidding of cooperative purchasing of supplies for our member school districts. The Intermediate Unit is also partnering with LCTI to warehouse and distribute various supplies and copy paper.

Our Mission

The Carbon Lehigh Intermediate Unit #21 is a service agency committed to Helping Children Learn.

Motto

Helping Children Learn.

CLIU Organizational Goals

Goal 1: The CLIU #21 will promote a positive working environment that enhances the culture of our organization.

Goal 2: Through departmental analysis and recommendation, the CLIU #21 will evaluate and streamline organizational processes which impact all stakeholders.

Goal 3: Given stakeholders needs, all CLIU #21 Departments will improve and expand services.

Goal 4: To create a community utilizing technology to reach the highest level of intellectual, social, physical, and emotional achievement.

CLIU Customer Service Statement

CLIU customer service is providing quality, timely, knowledgeable, pleasant, and responsive services and support.
In preparing for the 2010-2011 school year, the CLIU #21 gathered data to prepare the new bus runs. Effectively routing our buses to maximize use and minimize wasted miles is extremely important to the goal of continuing to provide our districts with better services at a reasonable cost. Our vehicles were prepared, inspected by the PA State Police, and certified as being in compliance with school bus laws. All drivers complete a daily pre-trip inspection log on each vehicle to document that all buses have been inspected for safety and security each and every day. Our mechanics implemented a new inspection record for each type of vehicle inspection they perform which will provide paper documentation of every inspection completed on each bus throughout the school year.

Our drivers, assistants, mechanics, and office staff are looking forward to another successful year. The drivers and assistants are excited to provide transportation to the students they have transported this past school year, and are excited to meet the new students they will be responsible for transporting safely each day. The Transportation Department looks forward to continued success.

“Doing things differently leads to something exceptional.”

~Unknown
**Human Resources**

The Human Resources Department served over 1,300 employees during the 2009-2010 fiscal year as well as our 14 constituent school districts. The HR Department strives to offer innovative services to both internal and external stakeholders. In 2009-2010, this resulted in the unveiling of an updated orientation format for CLIU #21 employees and a streamlined web-based program for the collection of compensation and benefit data for our constituent school districts.

The HR Department designed a new orientation program for new hires with the assistance of the MIS Department. This innovative change was motivated by data collected from new hires and the administrative team. Data revealed the strengths and weaknesses of the program and highlighted the importance of documentation of various policy and procedure reviews that occur at orientation. One of the major shifts in the orientation program is that new hires are provided web access to policies and videos reviewing key protocols of the CLIU #21. The new hires may review these important aspects of their employment from the comfort of their homes and at times that are convenient to them. Their completion of reviewing the protocols is electronically documented in the CLIU #21’s HRIS which logs the date and time has elapsed in the review of a policy. Additionally, the new employee may review videos and policies as often as they deem necessary to understand the material. The HRIS maintains this data and allows for a printed hard copy of an orientation confirmation for the personnel record. The actual live orientation, which still is conducted monthly, is celebratory in nature and provides new hires an overview of the CLIU #21, the opportunity to ask detailed questions, and the chance to meet with various departments such as the Business Office and MIS to review important information. The HR Department continues to collect data in an effort to determine the ongoing success of the new program and its success in meeting the needs of the employee, the department for which they are assigned, and the CLIU #21 as a whole.

**Transportation**

The CLIU #21 Transportation Department completed another extremely successful and highly productive school year. While the 2008-2009 school year was a time of growth, change, and acclimation, the 2009-2010 school year was a period of defining new opportunities to strengthen our relationships with our member districts and the communities we serve.

The 2009-2010 school year brought changes for our department, and many of the innovations that were introduced last year were implemented. These changes and innovations helped propel the Transportation Department into the future. This year, the Transportation Department saw the hiring of their new Director of Transportation, Randy S. Williams, Sr. Randy has brought with him eighteen years experience in the busing industry, including the previous eleven years in school busing.

The partnerships that the CLIU #21 Transportation Department has developed over the years continues to flourish and grow. The school districts and CLIU #21 have begun to explore ways to increase this partnership to enhance the services provided and, at the same time, control the costs associated with those services. Continued research will enable the CLIU #21 to step forward and provide a better and more valuable resource to our districts.

Quality improvements have been an important component for the successes in the Transportation Department and through a full and concerted effort by the entire staff, we have been able to accomplish the following:

1. Decreased expenditures by $640,000 which will translate to a lower subsidy contribution to our districts in June of 2011;
2. Decreased budgeted expenditures for the 2010-2011 school year by $512,207, creating a lower subsidy contribution for our districts, which will be realized in June 2012;
3. Transported 982 students;
4. Traveled approximately 3,040,593 miles;
5. Fully integrated the Wright Express fueling system and have realized better controls over diesel and gas purchasing leading to cost savings; and,
6. Certified fourteen additional CDL drivers.
The CLIU #21, in conjunction with the MIS Department, released a new management data reporting system. The management reporting system provides the districts with a resource for collecting data regarding compensation and benefits and for accessing reports. This system allows for two ways in which data may be submitted: direct data entry or data import from an Excel file. The system is equipped with an export feature allowing districts the ability to export the data that has been entered, update it in the file, and then import the data back to the system. This process allows for efficient updating of data for future years. Several districts piloted the program and provided feedback and suggestions for improvement. The HR and MIS Department conducted several trainings to assist in the seamless rollout of the system and to assist in the goal of having 100% data submission from all districts. We continue to receive positive feedback and look forward to reaching our goal.

The Carbon Lehigh Special Needs Children’s Foundation (CLSNCF) is an independent non-profit corporation developed in 2004 to support Special Needs Children from Carbon and Lehigh counties.

School age children, kindergarten through twelfth grade, are eligible for benefits associated with the Foundation. Opportunities such as G Club, B Club, Kids Korral events, and summer camping experiences are made possible through grants provided by the Camping Fund.

The Foundation’s Anne Winkler Fund supported the needs of families and children throughout the school year by providing assistance of clothing, furniture, heating in emergency situations, and other necessities.

Kids Korral provided fun-filled, boundary-free activities such as Oktoberfest, Winter Wonderland, and mini-golf. In addition to the Camping Fund, Kids Korral is also supported by donations to the Trash to Treasure sale and the CLSNCF Golf Tournament. To ensure the continuation of the Foundation’s good work, an Endowment Fund has been established for monetary gifts. The Foundation provides opportunities for students to continue their learning and further develop their social and emotional development.
At the request of our constituent districts, the CLIU #21 opened the following new classroom programs beginning in the 2009-2010 school year: a Multis Disabilities Behavioral class at Peters Elementary School in the Northern Lehigh School District; a Life Skills class in the Zephyr Elementary School in the Whitehall-Coplay School District; a Multis Disabilities Behavioral class at Weisenberg Elementary School in the Northwestern Lehigh School District; an additional Emotional Support class at the Allentown Center Learning and Adjustment School; and two classes in the Lehigh Liberty Secure Treatment Unit located on the grounds of the Allentown State Hospital.

The CLIU #21 reported a total of 8,634 school age students with disabilities on the December 1, 2009 Child Count. The CLIU #21 directly served 3,045 of these students. There was an increase of 284 students served from January 2009 until June 2010.

In addition, the CLIU #21 provided direct services to students in the following areas:

<table>
<thead>
<tr>
<th>Special Programs and Services</th>
<th>Number of Students</th>
<th>Related Services</th>
<th>Number of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavioral Health/Rehabilitation Services</td>
<td>236</td>
<td>Speech</td>
<td>1,135</td>
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<tr>
<td></td>
<td>323</td>
<td>Itinerant Hearing</td>
<td>119</td>
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<tr>
<td></td>
<td>242</td>
<td>Itinerant Vision</td>
<td>65</td>
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<td></td>
<td></td>
<td>Audiology</td>
<td>170</td>
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<td></td>
<td></td>
<td>Occupational Therapy</td>
<td>1,575</td>
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<td></td>
<td></td>
<td>Physical Therapy</td>
<td>276</td>
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<td></td>
<td></td>
<td>Adaptive Physical Education</td>
<td>519</td>
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<tr>
<td></td>
<td>307</td>
<td>Work Based Learning</td>
<td></td>
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<tr>
<td>Corrections Education</td>
<td>708</td>
<td>Camp Adams (Jim Thorpe)</td>
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<tr>
<td></td>
<td>112</td>
<td>Camp Adams (Wind Gap)</td>
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<tr>
<td></td>
<td>396</td>
<td>Detention Center</td>
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<td></td>
<td>361</td>
<td>Lehigh Valley Transitions</td>
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<td></td>
<td>7</td>
<td>Lehigh Valley Secure Treatment Unit</td>
<td></td>
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<tr>
<td></td>
<td>61</td>
<td>Youth Forestry Camp #2</td>
<td></td>
</tr>
<tr>
<td>Early Intervention</td>
<td>1,645</td>
<td>Nonpublic School Services</td>
<td>1,490</td>
</tr>
</tbody>
</table>

In February, Student Forum met at Muhlenberg College. Panther Valley High School hosted the event which focused on a worldwide pandemic outbreak simulation. Students were broken up into groups and given information about a pandemic. The goal was for each group to figure out the best course of action to reach a resolution. Groups were faced with continuous challenges hampering their existing plans. The goal of the simulation was to see how swiftly the students could think on their feet and manage adversity when dealing with a global pandemic. Dr. Christopher Herrick from Muhlenberg College delivered the simulation with an outstanding emphasis on teamwork and problem-based learning strategies.

PBS 39 hosted the March meeting with Catasauqua High School. Amy Burkett, Host and Director of WLVT’s Tempo program spent the better part of the day working with the students in front of and behind the cameras. Amy focused on the topic of media bias. She portrayed many of the biases that are prevalent in today’s media and gave the students opportunities to identify those biases. The students chose a pro or con stance on the topic of cell phone use and Facebook and then developed a public service announcement declaring their views. Students were in front of the cameras taking director’s cues and hamming it up. Students recorded their public service announcement and viewed the final products before the program came to an end.

In April, Student Forum members participated in a day of volunteering. Coordinated by Lehighton Area High School members and The Volunteer Center of the Lehigh Valley, Student Forum participants traveled throughout Carbon, Lehigh, and Northampton Counties to paint over graffiti, pick up litter, and remove brush and trees in support of the Delaware and Lehigh National Heritage Corridor. The Heritage Corridor Directors were so grateful for the assistance of the Student Forum participants that the volunteer day will become a yearly Student Forum event.

The culminating event of the CLIU #21 Student Forum was held in May at the Carbon Lehigh Intermediate Unit #21 main office. Mark Lang, Executive Director of Charter Partners Institute, along with 10 professionals from the Lehigh Valley, took the Student Forum members on an entrepreneurial ride which included: brainstorming, critical thinking, collaboration, research, discovery, and presenting.

Implementing themes and community outreach has transformed the CLIU #21 Student Forum program. Student, advisor, and school district participation has drastically improved. All programs involve problem-based learning techniques. The ability for school districts to partner with local colleges, universities, and businesses has helped to strengthen local relationships.
Annie Sullivan Award Winner

This year’s recipient of the Annie Sullivan Award was Deb Dendas. Deb’s work in special education spans over 30 years. She has been a teacher, starting her career as a special education teacher in the State of Florida, a teacher and supervisor in an approved private school, a school age supervisor in CLIU #21, an Early Intervention supervisor in Schuylkill Intermediate Unit #29, and an Assistant Director of Special Programs and Services with Carbon Lehigh IU #21 for the past 10 years. Although she has made notable differences for children with disabilities through her educational career, she has also impacted countless children by enriching their community involvement, particularly through outdoor camping and Girl Scouts! She initiated the G Club (Girls Camp) and B Club (Boys Camp) for CLIU #21. These programs are lifetime experiences and unforgettable for the students who have participated.

Another great achievement is Project SEARCH, a work-based program at Good Shepherd Rehabilitation Network for students in their last year of high school.

As an active member and past President in the Pennsylvania Federation Council for Exceptional Children, Deb was honored with two prestigious awards: The Bernice Baumgartner Award honoring the Outstanding Special Educator in the State, and The John Wilson Memorial Award of Excellence.

Deb definitely goes well above and beyond the requirements of her position and truly exemplifies the standards set by Annie Sullivan.

Student Forum Program

The 2009-2010 school year brought many changes to the Carbon Lehigh Intermediate Unit #21 Student Forum Program. Program Director Anthony Newberry successfully developed partnerships with several universities, non-profits, and businesses throughout the Lehigh Valley which allowed the Student Forum program to reach an unprecedented level.

The Student Forum program is unique because each monthly program is designed and developed by students. Once a month from October to May, one school district team, comprised of four to six Student Forum members, is charged with developing and running a program for all fourteen participating schools.

The new twist to Student Forum this past year was the addition of hosting partners. These partners teamed with a CLIU #21 school district each month and provided the facilities, food, and refreshments for that month’s program. The host school worked with their hosting partner, be it a university or Lehigh Valley Area business, to develop a problem-based learning program which they presented on their scheduled date. Student Forum enjoyed a successful year thanks in part to the hard work of Anthony Newberry, students, advisors, and the dedicated local colleges, universities, and business partners.

In October, seventy Student Forum members and their advisors visited New York City for a tour of the United Nations. The field trip was used to kick off the new Student Forum format and also provide the theme of Globalization for all of the programs to follow throughout the year.

November’s Student Forum, hosted by Palmerton Area High School, was held at Lehigh University to discuss the topic of Globalization. Richard Brandt, Director of Lehigh’s Iacocca Institute, gave a presentation on the countries of the world as connected (CORE) or disconnected (GAP) in terms of Globalization. The day continued with a Global Citizen Poverty Simulation conducted by facilitators and Lehigh University students involved in the Global Citizen program.

In December, Student Forum was held at the Lehigh Valley Hospital and was hosted by Whitehall High School. The main focus was healthcare, particularly focusing on the H1N1 virus. The meeting was developed to open students’ eyes to the seriousness of viruses and how easily they can be transmitted. Several interactive demonstrations got the students actively participating in this important topic. Presenters Dr. Michael Consuelos, Terry Burger, and Stephen Lammers talked to the students about the philosophy of American healthcare, pandemics, and H1N1. A crew from local PBS station WLVT was on-hand during the program to film for an episode of Tempo that aired in early 2010.

The January Student Forum was hosted by Louis E. Dieruff High School at DeSales University. The day’s theme was Globalization of Education. Dr. Galen Godbey’s presentation, Education & Leadership...
Behavioral Health Grant Received from Health Choices

The Behavioral Health Services Department was selected by Carbon/Monroe/Pike MH/MR Health Choices to participate in a Treatment Model Training Program. The training is provided by the Philadelphia Child Guidance Center (PCGC). PCGC has a longstanding and esteemed history of training professionals across Pennsylvania and the United States. The training programs will continue over the course of next year. Participants are required to videotape therapy sessions with families (with family permission). CEU credits are coordinated through the University of Pittsburgh Medical Center (UPMC) for participants. Funding for this training program is being provided by Carbon/Monroe/Pike Health Choices reinvestment funds. The CLIU #21 has been granted $6,686 to offset staff costs associated with the training.

Change of the Instructional Support Team Process in Nonpublic Schools

The management of the IST (Instructional Support Team) services were changed after the retirement of three Itinerant Teachers who had been the core team for IST for many years in the Nonpublic Schools. The service delivery was changed to include all CLIU #21 Nonpublic Remedial Teachers as team facilitators for IST meetings for direct remedial instruction. Professional development trainings were organized for staff on a monthly basis throughout the school year to include information, discussion, role playing, and collaboration on the following topics: problem solving as a team; what is IST; IST as a process, not a thing; tools for facilitating a good meeting; ADAPT strategies; conducting an effective observation; low tech tools and interventions; ADHD; understanding behaviors; and assessment tools.

Inclusion Grant Awards for Early Intervention

The CLIU #21 Early Intervention preschool program was awarded three inclusion grants through the American Recovery and Reinvestment Act (ARRA) funds for the 2009-2010 school year. Two of the three grants will extend into the 2010-2011 school year. Grants awarded are: Performance Grant, Inclusion Positive Behavior (IPB), and Assistive Technology Support in Inclusive Settings (AT). The three grants total $240,000.

The Performance Grant is a one-year grant awarded to increase the percentage of children receiving Early Intervention in community preschools, private academic nursery schools, Head Start, and Pre-K Counts. A second focus is to increase the number of community partners in early care and education and indicate a growth in new partners. The baseline Least Restrictive Environment (LRE) percentage for CLIU #21 Early Intervention from 2008-2009 was 44.44%. The LRE target for 2009-2010 was 46.44%. The LRE percentage as of April 30, 2010 was 48.33%, surpassing the target by 1.89%.

The department has also been fortunate to foster some valuable partnerships with DeSales University which hosts our Coaching I and II Academies; the DaVinci Science Center which hosts science workshops and provided grant funding to support these programs; Harrisburg University which began a new service at the IU to offer courses for a Master of Science Degree Program; University of Pennsylvania which offered a five day training on Critical Thinking and Writing in Support of Learning; and, REL-Mid Atlantic organization which provided funding to support a workshop on Using Student Achievement Data to Support Instructional Decision Making: Building the Gap Between Practice and Research.

The department has also hosted multiple committees and councils for Curriculum Coordinators, Technology Coordinators, Guidance Counselors, School Nurses, Career Pathways, and Literacy.
The IPB Grant and the AT Grant were awarded to support the Performance Grant and each has a unique focus. The focus of the IPB Grant is to partner with one or more early childhood programs and to implement the Pyramid Model of behavior support within their entire program building and increase the number of eligible young children that are effectively served in a quality inclusive setting through a comprehensive implementation of the Pyramid Model. This grant will continue over the course of two years with additional funding for 2010-2011 and will include regular planning meetings, both internal and external coaching, and periodic professional development for both teams.

Supplementary Aids and Services

Special Programs and Services Training and Consultant (TaC) staff are trainers for the Supplementary Aids and Services (SaS) Toolkits.

Supplementary Aids and Services means aids, services, and other supports that are provided in general education classes, other education-related settings, and in extracurricular and nonacademic settings to enable children with disabilities to be educated with nondisabled children to the maximum extent appropriate in accordance with IDEA and Chapter 14, Special Education Regulations.

This Toolkit was developed to provide school districts and families an opportunity to enhance access to the general education environment and curriculum. The Supplementary Aids and Services Toolkit guides teams through steps that lead to the identification of services and support to enable a student with a disability to learn and succeed within the general education classroom. The systematic approach requires IEP team members to collaboratively gather and analyze information about a student in relation to the general education classroom. After completing the Toolkit, teams are to identify Supplementary Aids and Services to support a student’s participation and learning within the general education setting.

CLIU #21 Training and Consultative (TaC) staff was trained in the use of the tools and began to facilitate the process with IEP teams in December 2009. One facilitation case was adopted by the state to be viewed as a model case and presented to all state and IU Least Restrictive Environment (LRE) Consultants to organize the delivery of the process.

“Teachers and parents were so appreciative of the time to speak, be heard, and hear others. It was truly well received as time well-spent.”

~District Special Education Director
Youth Forestry Camp #2 School Dedication

The Edward R. Cawley Learning Center was formally dedicated on Sunday, October 4, 2009, at the Youth Forestry Camp #2 site at Hickory Run State Park. Keynote speakers included Thomas Dougherty, Director of YFC#2, and Thomas Lindeman, CLIU #21 Educational Supervisor.

Edward R. Cawley, retired director of the YFC#2, spoke about the history and the formative stages of planning the new facility when he was the director.

Through the collaborative efforts of the Pennsylvania Department of Welfare staff and the CLIU #21 education staff, educational and behavioral treatment plans for each resident are created.

With the combined efforts and support of the Pennsylvania Department of Education and the Carbon Lehigh Intermediate Unit #21, this school has some of the finest educational technology and human resources available to assist the residents as they transition from the facility.

The joint goal of the agencies is to facilitate the residents’ return to their home school so they may attain a secondary school diploma or to pursue post-secondary career and technical training and education to obtain employment.

Management Information Systems

The Management Information Systems (MIS) Department continued to experience growth in service offerings while simultaneously implementing cost saving measures for our districts in 2009-2010. Once again, our Applications Support and Network/Internet Services Departments continued to grow.

In the past year, the MIS Department was able to expand our total students serviced by our Student Information Systems Consortiums to well over 78,000 students. We currently host and support 35 school districts across the Commonwealth with attendance, grading, PIMS, report cards, and a myriad of other state reports. Our department has over 25 years of experience working with Pennsylvania Schools and our steadied growth demonstrates our ability to provide exceptionally high quality and support to all our districts.

Our IT Division was selected to host two of the states Safari Montage Video servers. This exciting collection of educational videos and digital content can be accessed by our districts over our Wide Area Network (WAN) along with many other service offerings. We supported over ninety servers specializing in Apple, Microsoft, VMWare, Linux/Unix platforms, and are responsible for over one hundred and twenty physical connections, three hundred twenty switches, routers, and firewalls spanning seven counties. We also hosted 25,000 email accounts and processed over 300,000 emails a day.

One of our high priority tasks is to reduce the cost of services to our districts. We applied for an Act 183 grant which is intended to improve communications and technology in our districts through a sustainable plan to maintain the improvements long after the grant runs out. Through this grant, we anticipate to reduce the cost of email services and Internet services currently provided to our districts.
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Supplementary Aids and Services means aids, services, and other supports that are provided in general education classes, other education-related settings, and in extracurricular and nonacademic settings to enable children with disabilities to be educated with nondisabled children to the maximum extent appropriate in accordance with IDEA and Chapter 14, Special Education Regulations.

This Toolkit was developed to provide school districts and families an opportunity to enhance access to the general education environment and curriculum. The Supplementary Aids and Services Toolkit guides teams through steps that lead to the identification of services and support to enable a student with a disability to learn and succeed within the general education classroom. The systematic approach requires IEP team members to collaboratively gather and analyze information about a student in relation to the general education classroom. After completing the Toolkit, teams are to identify Supplementary Aids and Services to support a student’s participation and learning within the general education setting.

CLIU #21 Training and Consultative (TaC) staff was trained in the use of the tools and began to facilitate the process with IEP teams in December 2009. One facilitation case was adopted by the state to be viewed as a model case and presented to all state and IU Least Restrictive Environment (LRE) Consultants to organize the delivery of the process.

“Teachers and parents were so appreciative of the time to speak, be heard, and hear others. It was truly well received as time well-spent.”

~District Special Education Director
Behavioral Health Grant Received from Health Choices

The Behavioral Health Services Department was selected by Carbon/Monroe/Pike MH/MR Health Choices to participate in a Treatment Model Training Program. The training is provided by the Philadelphia Child Guidance Center (PCGC). PCGC has a longstanding and esteemed history of training professionals across Pennsylvania and the United States. The training programs will continue over the course of next year. Participants are required to videotape therapy sessions with families (with family permission). CEU credits are coordinated through the University of Pittsburgh Medical Center (UPMC) for participants. Funding for this training program is being provided by Carbon/Monroe/Pike Health Choices reinvestment funds. The CLIU #21 has been granted $6,686 to offset staff costs associated with the training.

Change of the Instructional Support Team Process in Nonpublic Schools

The management of the IST (Instructional Support Team) services were changed after the retirement of three Itinerant Teachers who had been the core team for IST for many years in the Nonpublic Schools. The service delivery was changed to include all CLIU #21 Nonpublic Remedial Teachers as team facilitators for IST meetings for direct remedial instruction. Professional development trainings were organized for staff on a monthly basis throughout the school year to include information, discussion, role playing, and collaboration on the following topics: problem solving as a team; what is IST; IST as a process, not a thing; tools for facilitating a good meeting; ADAPT strategies; conducting an effective observation; low tech tools and interventions; ADD/ADHD; understanding behaviors; and assessment tools.

Inclusion Grant Awards for Early Intervention

The CLIU #21 Early Intervention preschool program was awarded three inclusion grants through the American Recovery and Reinvestment Act (ARRA) funds for the 2009-2010 school year. Two of the three grants will extend into the 2010-2011 school year. Grants awarded are: Performance Grant, Inclusion Positive Behavior (IPB), and Assistive Technology Support in Inclusive Settings (AT). The three grants total $240,000.

The Performance Grant is a one-year grant awarded to increase the percentage of children receiving Early Intervention in community preschools, private academic nursery schools, Head Start, and Pre-K Counts. A second focus is to increase the number of community partners in early care and education and indicate a growth in new partners. The baseline Least Restrictive Environment (LRE) percentage for CLIU #21 Early Intervention from 2008-2009 was 44.44%. The LRE target for 2009-2010 was 46.44%. The LRE percentage as of April 30, 2010 was 48.33%, surpassing the target by 1.89%.

The department has also been fortunate to foster some valuable partnerships with DeSales University which hosts our Coaching I and II Academies; the DaVinci Science Center which hosts science workshops and provided grant funding to support these programs; Harrisburg University which began a new service at the IU to offer courses for a Master of Science Degree Program; University of Pennsylvania which offered a five day training on Critical Thinking and Writing in Support of Learning; and, REL-Mid Atlantic organization which provided funding to support a workshop on Using Student Achievement Data to Support Instructional Decision Making: Building the Gap Between Practice and Research.

The department has also hosted multiple committees and councils for Curriculum Coordinators, Technology Coordinators, Guidance Counselors, School Nurses, Career Pathways, and Literacy.
Annie Sullivan Award Winner

This year’s recipient of the Annie Sullivan Award was Deb Dendas. Deb’s work in special education spans over 30 years. She has been a teacher, starting her career as a special education teacher in the State of Florida, a teacher and supervisor in an approved private school, a school age supervisor in CLIU #21, an Early Intervention supervisor in Schuylkill Intermediate Unit #29, and an Assistant Director of Special Programs and Services with Carbon Lehigh IU #21 for the past 10 years. Although she has made notable differences for children with disabilities through her educational career, she has also impacted countless children by enriching their community involvement, particularly through outdoor camping and Girl Scouts! She initiated the G Club (Girls Camp) and B Club (Boys Camp) for CLIU #21. These programs are lifetime experiences and unforgettable for the students who have participated.

Another great achievement is Project SEARCH, a work-based program at Good Shepherd Rehabilitation Network for students in their last year of high school.

As an active member and past President in the Pennsylvania Federation Council for Exceptional Children, Deb was honored with two prestigious awards: The Bernice Baumgartner Award honoring the Outstanding Special Educator in the State, and The John Wilson Memorial Award of Excellence.

Deb definitely goes well above and beyond the requirements of her position and truly exemplifies the standards set by Annie Sullivan.

Student Forum Program

The 2009-2010 school year brought many changes to the Carbon Lehigh Intermediate Unit #21 Student Forum Program. Program Director Anthony Newberry successfully developed partnerships with several universities, non-profits, and businesses throughout the Lehigh Valley which allowed the Student Forum program to reach an unprecedented level.

The Student Forum program is unique because each monthly program is designed and developed by students. Once a month from October to May, one school district team, comprised of four to six Student Forum members, is charged with developing and running a program for all fourteen participating schools.

The new twist to Student Forum this past year was the addition of hosting partners. These partners teamed with a CLIU #21 school district each month and provided the facilities, food, and refreshments for that month’s program. The host school worked with their hosting partner, be it a university or Lehigh Valley Area business, to develop a problem-based learning program which they presented on their scheduled date. Student Forum enjoyed a successful year thanks in part to the hard work of Anthony Newberry, students, advisors, and the dedicated local colleges, universities, and business partners.

In October, seventy Student Forum members and their advisors visited New York City for a tour of the United Nations. The field trip was used to kick off the new Student Forum format and also provide the theme of Globalization for all of the programs to follow throughout the year.

November’s Student Forum, hosted by Palmerton Area High School, was held at Lehigh University to discuss the topic of Globalization. Richard Brandt, Director of Lehigh’s Iacocca Institute, gave a presentation on the countries of the world as connected (CORE) or disconnected (GAP) in terms of Globalization. The day continued with a Global Citizen Poverty Simulation conducted by facilitators and Lehigh University students involved in the Global Citizen program.

In December, Student Forum was held at the Lehigh Valley Hospital and was hosted by Whitehall High School. The main focus was healthcare, particularly focusing on the H1N1 virus. The meeting was developed to open students’ eyes to the seriousness of viruses and how easily they can be transmitted. Several interactive demonstrations got the students actively participating in this important topic. Presenters Dr. Michael Consuelos, Terry Burger, and Stephen Lammers talked to the students about the philosophy of American healthcare, pandemics, and H1N1. A crew from local PBS station WLVT was on-hand during the program to film for an episode of Tempo that aired in early 2010.

The January Student Forum was hosted by Louis E. Dieruff High School at DeSales University. The day’s theme was Globalization of Education. Dr. Galen Godbey’s presentation, Education & Leadership...
At the request of our constituent districts, the CLIU #21 opened the following new classroom programs beginning in the 2009-2010 school year: a Multidisabilities Behavioral class at Peters Elementary School in the Northern Lehigh School District; a Life Skills class in the Zephyr Elementary School in the Whitehall-Coplay School District; a Multidisabilities Behavioral class at Weisenberg Elementary School in the Northwestern Lehigh School District; an additional Emotional Support class at the Allentown Center Learning and Adjustment School; and two classes in the Lehigh Liberty Secure Treatment Unit located on the grounds of the Allentown State Hospital.

The CLIU #21 reported a total of 8,634 school age students with disabilities on the December 1, 2009 Child Count. The CLIU #21 directly served 3,045 of these students. There was an increase of 284 students served from January 2009 until June 2010.

In addition, the CLIU #21 provided direct services to students in the following areas:

**Behavioral Health/Rehabilitation Services**
- Number of Students: 236
  - Wrap Around (Provider 50)
  - Partial Hospitalization (Provider 33)
  - Outpatient Clinic (Provider 29)

**Corrections Education**
- Camp Adams (Jim Thorpe): 708
- Camp Adams (Wind Gap): 112
- Detention Center: 396
- Lehigh Valley Transitions: 361
- Lehigh Valley Secure Treatment Unit: 7
- Youth Forestry Camp #2: 61

**Early Intervention**
- Nonpublic School Services: 1,490

**Nonpublic School Services**
- Number of Students: 1,645

**Special Programs and Services**

**Development for Global World** initiated a problem-based learning group activity. Students divided into groups to debate and discuss how the American school system can be changed to better impact students in a global society. Following the group activity, DeSales students presented a Q&A discussion session on International Service Learning.

In February, Student Forum met at Muhlenberg College. Panther Valley High School hosted the event which focused on a worldwide pandemic outbreak simulation. Students were broken up into groups and given information about a pandemic. The goal was for each group to figure out the best course of action to reach a resolution. Groups were faced with continuous challenges hampering their existing plans. The goal of the simulation was to see how swiftly the students could think on their feet and manage adversity when dealing with a global pandemic. Dr. Christopher Herrick from Muhlenberg College delivered the simulation with an outstanding emphasis on teamwork and problem-based learning strategies.

PBS 39 hosted the March meeting with Catasauqua High School. Amy Burkett, Host and Director of WLVT’s Tempo program spent the better part of the day working with the students in front of and behind the cameras. Amy focused on the topic of media bias. She portrayed many of the biases that are prevalent in today’s media and gave the students opportunities to identify those biases. The students chose a pro or con stance on the topic of cell phone use and Facebook and then developed a public service announcement declaring their views. Students were in front of the cameras taking director’s cues and hamming it up.

In April, Student Forum members participated in a day of volunteering. Coordinated by Lehighton Area High School members and The Volunteer Center of the Lehigh Valley, Student Forum participants traveled throughout Carbon, Lehigh, and Northampton Counties to paint over graffiti, pick up litter, and remove brush and trees in support of the Delaware and Lehigh National Heritage Corridor. The Heritage Corridor Directors were so grateful for the assistance of the Student Forum participants that the volunteer day will become a yearly Student Forum event.

The culminating event of the CLIU #21 Student Forum was held in May at the Carbon Lehigh Intermediate Unit #21 main office. Mark Lang, Executive Director of Charter Partners Institute, along with 10 professionals from the Lehigh Valley, took the Student Forum members on an entrepreneurial ride which included: brainstorming, critical thinking, collaboration, research, discovery, and presenting.

Implementing themes and community outreach has transformed the CLIU #21 Student Forum program. Student, advisor, and school district participation has drastically improved. All programs involve problem-based learning techniques. The ability for school districts to partner with local colleges, universities, and businesses has helped to strengthen local relationships.

**Services to Students**

<table>
<thead>
<tr>
<th>Behavioral Health/Rehabilitation Services</th>
<th>Number of Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wrap Around (Provider 50)</td>
<td>236</td>
</tr>
<tr>
<td>Partial Hospitalization (Provider 33)</td>
<td>323</td>
</tr>
<tr>
<td>Outpatient Clinic (Provider 29)</td>
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</table>

<table>
<thead>
<tr>
<th>Corrections Education</th>
<th>Number of Students</th>
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</thead>
<tbody>
<tr>
<td>Camp Adams (Jim Thorpe)</td>
<td>708</td>
</tr>
<tr>
<td>Camp Adams (Wind Gap)</td>
<td>112</td>
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<tr>
<td>Detention Center</td>
<td>396</td>
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<tr>
<td>Lehigh Valley Transitions</td>
<td>361</td>
</tr>
<tr>
<td>Lehigh Valley Secure Treatment Unit</td>
<td>7</td>
</tr>
<tr>
<td>Youth Forestry Camp #2</td>
<td>61</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Related Services</th>
<th>Number of Students</th>
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</thead>
<tbody>
<tr>
<td>Speech</td>
<td>1,135</td>
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<tr>
<td>Itinerant Hearing</td>
<td>119</td>
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<tr>
<td>Itinerant Vision</td>
<td>65</td>
</tr>
<tr>
<td>Audiology</td>
<td>170</td>
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<tr>
<td>Occupational Therapy</td>
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<tr>
<td>Physical Therapy</td>
<td>276</td>
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<tr>
<td>Adaptive Physical Education</td>
<td>519</td>
</tr>
<tr>
<td>Work Based Learning</td>
<td>307</td>
</tr>
</tbody>
</table>
The CLIU #21, in conjunction with the MIS Department, released a new management data reporting system. The management reporting system provides the districts with a resource for collecting data regarding compensation and benefits and for accessing reports. This system allows for two ways in which data may be submitted: direct data entry or data import from an Excel file. The system is equipped with an export feature allowing districts the ability to export the data that has been entered, update it in the file, and then import the data back to the system. This process allows for efficient updating of data for future years. Several districts piloted the program and provided feedback and suggestions for improvement. The HR and MIS Department conducted several trainings to assist in the seamless rollout of the system and to assist in the goal of having 100% data submission from all districts. We continue to receive positive feedback and look forward to reaching our goal.

Carbon Lehigh Special Needs Children’s Foundation - CLSNCF

The Carbon Lehigh Special Needs Children’s Foundation (CLSNCF) is an independent non-profit corporation developed in 2004 to support Special Needs Children from Carbon and Lehigh counties.

School age children, kindergarten through twelfth grade, are eligible for benefits associated with the Foundation. Opportunities such as G Club, B Club, Kids Korral events, and summer camping experiences are made possible through grants provided by the Camping Fund.

The Foundation’s Anne Winkler Fund supported the needs of families and children throughout the school year by providing assistance of clothing, furniture, heating in emergency situations, and other necessities.

Kids Korral provided fun-filled, boundary-free activities such as Oktoberfest, Winter Wonderland, and mini-golf. In addition to the Camping Fund, Kids Korral is also supported by donations to the Trash to Treasure sale and the CLSNCF Golf Tournament. To ensure the continuation of the Foundation’s good work, an Endowment Fund has been established for monetary gifts. The Foundation provides opportunities for students to continue their learning and further develop their social and emotional development.
Human Resources

The Human Resources Department served over 1,300 employees during the 2009-2010 fiscal year as well as our 14 constituent school districts. The HR Department strives to offer innovative services to both internal and external stakeholders. In 2009-2010, this resulted in the unveiling of an updated orientation format for CLIU #21 employees and a streamlined web-based program for the collection of compensation and benefit data for our constituent school districts.

The HR Department designed a new orientation program for new hires with the assistance of the MIS Department. This innovative change was motivated by data collected from new hires and the administrative team. Data revealed the strengths and weaknesses of the program and highlighted the importance of documentation of various policy and procedure reviews that occur at orientation. One of the major shifts in the orientation program is that new hires are provided web access to policies and videos reviewing key protocols of the CLIU #21. The new hires may review these important aspects of their employment from the comfort of their homes and at times that are convenient to them. Their completion of reviewing the protocols is electronically documented in the CLIU #21’s HRIS which logs the date and time has elapsed in the review of a policy. Additionally, the new employee may review videos and policies as often as they deem necessary to understand the material. The HRIS maintains this data and allows for a printed hard copy of an orientation confirmation for the personnel record. The actual live orientation, which still is conducted monthly, is celebratory in nature and provides new hires an overview of the CLIU #21, the opportunity to ask detailed questions, and the chance to meet with various departments such as the Business Office and MIS to review important information. The HR Department continues to collect data in an effort to determine the ongoing success of the new program and its success in meeting the needs of the employee, the department for which they are assigned, and the CLIU #21 as a whole.

Transportation

The CLIU #21 Transportation Department completed another extremely successful and highly productive school year. While the 2008-2009 school year was a time of growth, change, and acclimation, the 2009-2010 school year was a period of defining new opportunities to strengthen our relationships with our member districts and the communities we serve.

The 2009-2010 school year brought changes for our department, and many of the innovations that were introduced last year were implemented. These changes and innovations helped propel the Transportation Department into the future. This year, the Transportation Department saw the hiring of their new Director of Transportation, Randy S. Williams, Sr. Randy has brought with him eighteen years experience in the busing industry, including the previous eleven years in school busing.

The partnerships that the CLIU #21 Transportation Department has developed over the years continues to flourish and grow. The school districts and CLIU #21 have begun to explore ways to increase this partnership to enhance the services provided and, at the same time, control the costs associated with those services. Continued research will enable the CLIU #21 to step forward and provide a better and more valuable resource to our districts.

Quality improvements have been an important component for the successes in the Transportation Department and through a full and concerted effort by the entire staff, we have been able to accomplish the following:

1. Decreased expenditures by $640,000 which will translate to a lower subsidy contribution to our districts in June of 2011;
2. Decreased budgeted expenditures for the 2010-2011 school year by $512,207, creating a lower subsidy contribution for our districts, which will be realized in June 2012;
3. Transported 982 students;
4. Traveled approximately 3,040,593 miles;
5. Fully integrated the Wright Express fueling system and have realized better controls over diesel and gas purchasing leading to cost savings; and,
6. Certified fourteen additional CDL drivers.
In preparing for the 2010-2011 school year, the CLIU #21 gathered data to prepare the new bus runs. Effectively routing our buses to maximize use and minimize wasted miles is extremely important to the goal of continuing to provide our districts with better services at a reasonable cost. Our vehicles were prepared, inspected by the PA State Police, and certified as being in compliance with school bus laws. All drivers complete a daily pre-trip inspection log on each vehicle to document that all buses have been inspected for safety and security each and every day. Our mechanics implemented a new inspection record for each type of vehicle inspection they perform which will provide paper documentation of every inspection completed on each bus throughout the school year.

Our drivers, assistants, mechanics, and office staff are looking forward to another successful year. The drivers and assistants are excited to provide transportation to the students they have transported this past school year, and are excited to meet the new students they will be responsible for transporting safely each day. The Transportation Department looks forward to continued success.

“Doing things differently leads to something exceptional.”
~Unknown
Business Services

The Business Office oversees the fiscal operations of various programs. We have worked collaboratively with the Intermediate Unit’s departments as well as the District Business Administrators of Carbon and Lehigh counties. The Business Office processes all billing, purchasing, monthly reporting, bidding, and biweekly payrolls for over 1,300 employees.

Each Intermediate Unit program is supported by local, state, and federal resources and in some cases we have multiple revenue sources supporting one particular budget. In the 2009-2010 fiscal year, the local revenue decreased by 4%, state revenue decreased by 5%, and federal revenue increased by 9%. This is due to the award of over $6.4 million dollars from the American Recovery and Reinvestment Act (ARRA).

Special education continues to be the largest program at the Intermediate Unit and represents 60% of total expenditures this year. The Corrections and Provider programs did not change and the remaining programs decreased slightly as a total percentage of Intermediate Unit expenditures. The Intermediate Unit used a total of 59 budgets to process revenues and expenditures during 2009-2010. This is also an increase over the previous year due to the American Recovery and Reinvestment Act (ARRA). The ARRA funds required six additional budgets for accounting purposes.

The Business Office coordinates the bidding of cooperative purchasing of supplies for our member school districts. The Intermediate Unit is also partnering with LCTI to warehouse and distribute various supplies and copy paper.

Our Mission

The Carbon Lehigh Intermediate Unit #21 is a service agency committed to Helping Children Learn.

Motto

Helping Children Learn

CLIU Organizational Goals

Goal 1: The CLIU #21 will promote a positive working environment that enhances the culture of our organization.

Goal 2: Through departmental analysis and recommendation, the CLIU #21 will evaluate and streamline organizational processes which impact all stakeholders.

Goal 3: Given stakeholders needs, all CLIU #21 Departments will improve and expand services.

Goal 4: To create a community utilizing technology to reach the highest level of intellectual, social, physical, and emotional achievement.

CLIU Customer Service Statement

CLIU customer service is providing quality, timely, knowledgeable, pleasant, and responsive services and support.
From the Executive Director

The 2009-2010 school year at the Carbon Lehigh Intermediate Unit #21 was marked by some significant change. As your new Executive Director, I am honored to be part of that change and eager to embark on a new journey together!

This Annual Report to the Community showcases the state of the CLIU as well as communicates undertakings that have occurred throughout the 2009-2010 school year.

Having arrived in mid-April of 2010, a lot of my time has been put forth learning about our IU, what we do, how we do it, and why we do it. I have spent much time learning this through my discussions with many of our internal and external stakeholders. However, six months is clearly not enough time to learn about such a vast and comprehensive organization. Therefore, there is a lot more for me to do!

What I have learned and what I believe, as conveyed in this annual report, is that the CLIU #21 is a multifaceted organization devoted to service and quality! We are clear about our purpose!

- Providing superlative services and/or instructional practices for more than 8,000 students every year;
- Serving our member schools and clients and ensuring we are always flexible, ready, and responsive; and,
- Staying current and on top of our game so that we may provide exceptional support, precise information, and execute best practices.

This annual report reflects the CLIU #21’s expansion of programs, increase in productivity, and service upgrades in response to meeting the needs of our school districts. Be assured that we will continue to provide only the very best programs and services each and every day.

Yours in education,

Elaine E. Eib, Ed.D.
Executive Director
The Carbon Lehigh Intermediate Unit #21 serves the 14 school districts in Carbon and Lehigh counties. A fourteen-member Board of Directors, one from each district board, oversees the total operation. The CLIU #21 Board meets at 7:00 p.m. on the third Monday of each month, usually at the Central Office in Schnecksville.

An Advisory Council composed of the 14 district superintendents meets with the Executive Director monthly to discuss services to the school districts, and to promote local involvement in decision-making at both the state and federal levels. The cooperation and sharing inherent in such a system are essential in the search for cost-effective solutions to mutual educational concerns and issues.

Local school district personnel serve on numerous advisory and working committees with CLIU #21 staff. The collaborative efforts of these regional committees aim to improve quality services at a financial savings.

2009-2010 CLIU #21 CABINET

Robert J. Keegan, Jr.
Executive Director
(7/1/09 to 3/31/10)

Elaine E. Eib, Ed.D.
Executive Director
(4/17/10 to Present)

Cathy S. Groller
Assistant Executive Director
(7/1/09 to 5/7/10)

Ivy L. Harding
Director, Business Services

Jacqueline Attinello, Ed.D.
Director, Curriculum & Instruction/ Educational Technologies
(7/1/09 to 8/31/09)

Kimberly A. Talipan
Director, Human Resources

Stephen C. Unis
Director, Management Information Systems

John B. Houser
Director, Special Programs and Services

Randy S. Williams, Sr.
Director, Transportation
(3/22/10 to Present)

Philip R. Fiore
Assistant Director, Management Information Systems

Tee Decker
Assistant Director, Special Programs and Services

Deborah Dendas
Assistant Director, Special Programs and Services
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