



Santa Clara County
Office of Education

News Roundup



Top photo: Staff from Curriculum & Instruction celebrating their recent Golden Bell win.

December 5, 2017 - Stay informed about the latest SCCOE News

Welcome to the Staff News Roundup, a bimonthly electronic publication for Santa Clara County Office of Education (SCCOE) employees. It highlights SCCOE news, upcoming events, professional development opportunities, and other announcements of interest to staff.

Need to catch up? Read the [November 21 SCCOE staff News Roundup](#).



Anyone can submit a piece to News Roundup. Just draft a brief memo (100 words or less), have it approved by your branch chief, and email it to communications@sccoe.org or call (408) 453-6824 for questions and News Roundup event tips.

You are invited to

Celebrate HOUR OF CODE
December 5-7 (10 a.m -11 a.m.)

Around SCCOE

Meet the December Employee of the Month, Aley Thomas



Aley Thomas is a Special Education Teacher at Norwood Creek Elementary School. She has worked for SCCOE since 1999, but her educational career began in Mumbai, India where she taught natural sciences for 12 years. Aley will be honored at the Board of Education

meeting on December 13. All are invited to attend and show support. Be sure to "like" Aley's accomplishments on our [SCCOE Facebook](#) page, or read Aley's [full](#)

Learning Multimedia Center 1290 Ridder Park

Learn to code through fun interactive [activities](#) both plugged and unplugged! All ages are welcome, and no experience is necessary. You will also receive an Hour of Code Certificate of Completion.

Holiday Gift Drive

**December 6 (9 a.m. - 12 p.m.)
Guadalupe Room
1290 Ridder Park**

Please bring unwrapped new toys and gift cards for ages preschool-high school. The gift will go to students who receive services from SCCOE Foster and Homeless Youth, Migrant Education, and Head Start.

What's New In Children's Literature

**December 12 (8:30 a.m. - 2:30 p.m.)
Learning Multimedia Center
1290 Ridder Park**

Meet Deborah B. Ford, an award-winning library media specialist and international speaker with almost thirty years of experience as a classroom teacher and librarian in K-12 schools. [Learn more.](#)

Parent Institute

**December 14 (6 p.m. - 8 p.m.)
Saratoga Room, 1290 Ridder Park**

Learn about SCCOE programs and placement options for children with special needs. [Learn more](#) and see upcoming dates.

Student jewelry sale

**December 8 (9 a.m. - 1 p.m.)
Cafeteria, 1290 Ridder Park**
Students from the Post Secondary Program at the Campbell Community Center site will be hosting a jewelry sale. This is a wonderful opportunity to support our students, find gifts for loved ones, or treat yourself to something special.

Holiday clothing drive

December 15, 1290 Ridder Park

[accolade](#) on the SCCOE Intranet.

C&I Wins Golden Bell



SCCOE Department of Curriculum and Instruction (C&I) has received a Golden Bell Award from the California School Boards Association. This award recognizes and highlights best practices in all areas of education including operation, instruction, and support services. Read the [full release](#) to learn more.

Holiday Closures



Please note that the Ridder Park Office will be closed for the holidays December 22-25, and December 29-January 1. We wish you all a safe and happy holiday season, and

hope you are able to spend time relaxing and enjoying time with your loved ones.

Health and Safety Zone

Upcoming Wellness Events

***Trail Days** - The next trail day is coming up on Monday, December 11. View the fall/winter Trail Day [Calendar](#).

***Comfort Zone** - Turned off by treadmills, boot camps and the "no pain, no gain" mentality? Learn to increase your activity level at a comfortable yet courageous pace. The next session starts on January 8. Register [online](#).

***L.I.F.E. Safety Series** - Don't miss the upcoming Living Injury Free Everyday Series (L.I.F.E): Preventing Slips, Trips and Falls on January 16 from noon - 12:45 p.m.

Important safety notice



In today's fast-paced world, the hustle and bustle of everyday life paired with an "It won't happen to me" attitude often results in people letting their guard down and forgetting basic

safety advice. No matter where you work or live, it's always best to exercise mindfulness so as not to become a target for theft.

Be aware, not a victim

1. Don't keep valuable items inside your vehicles, especially work laptops or other SCCOE equipment.

The Migrant Education Department invites you to join our Warm Winter Clothing Drive by donating clean, new, or like-new winter clothing, or blankets. In doing so, you are supporting underprivileged migrant families as they struggle in their highly-mobile lifestyle. We will gladly accept any new or slightly used outerwear; coats, sweaters, jackets and sweatshirts. Blankets, hats, beanies, earmuffs, mittens and scarves are also much appreciated. We accept donations year-round, but encourage you to participate by delivering your donations the Migrant Education Department no later than December 15. Thank you for your generosity,

Grant workshop

December 15 (9:30 a.m.- noon)

Milpitas Room, 1290 Ridder Park

The SCCOE will host a training titled Basics of Finding Grants. The goal of the introductory training is for SCCOE staff, administrators, and grant managers to understand the basics of finding project-based grants, identifying funders, and cultivating relationships with grantors. Please visit the [professional development calendar](#) to register (Access Code: **Grants**).

Christmas in the Park and Musical Society

January 6 (2 p.m. - 3 p.m.)

Christmas in the Park

This year, SCCOE has a beautiful tree at [Christmas in the Park](#) with all student and staff-made ornaments. Our tree can be found near the car carousel, and you can show your SCCOE spirit by taking a photo in front of the tree and using our #WeAreSCCOE on social media. Stop by the community stage on January 6 to see our SCCOE Musical Society perform.

2. Don't become an easy target for pickpockets or theft. If you carry a purse, hold it snug against your body, never let it stick out behind you, and if possible, wear the strap diagonally across your chest; or use a short-strap with the purse tucked under your arm.

3. Be aware of your surroundings. Distracted walking is a serious safety concern for yourself and others. Each year more and more people are injured as a result of texting, talking, or listening to music while on their cell phone.

Stop the flu from getting you



The single best way to prevent seasonal flu is to get vaccinated each year, but good health habits like covering your cough and washing your hands often can

help stop the spread of germs and prevent respiratory illnesses like the flu. Your coworkers and friends will thank you too. [Learn more](#).

December Concern EAP



Check out this month's CONCERN: EAP electronic newsletters:

[Workplace Employee](#): Learn to be more attentive, psychological safety at work, and to stop worrying.

[Workplace Supervisor](#): Learn the supervisors' role in preventing sexual harassment, employee referrals to EAP, and resolving performance issues.

[Healthy & Resilient You](#): Explore the importance of proper boundaries for well being and resilience.



Take **The Survey!**

The SCCOE Employee Satisfaction Survey

Share your opinions about the SCCOE before January 16, 2018.
Check your email for more details.

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