Making a Difference in our Community

Childcare Support for Emergency Workers
On March 25, Santa Clara County Office of Education (SCCOE) in partnership with community organizations and agencies throughout Santa Clara County announced support to provide Emergency Childcare Programs for Healthcare Workers and First Responders.

Read the full News Release.

County-wide Meal Distribution
The SCCOE and districts have partnered with local food distribution organizations to provide meals and work collaboratively to support the community with meal distribution programs. Many families throughout the county now have access to meals served at their local schools.

For the latest information on meal service in your district, visit the SCCOE COVID-19 portal.

California Grocery Stores want us all to know that while some supplies such as hand sanitizer and toilet paper are still in high demand, anecdotal evidence suggests that grocery store supplies are recovering from initial panic buying in the community. The California Grocers Association is working to assure residents that grocery stores will remain open and that food and essential supplies continue to be re-stocked regularly. A return to typical shopping behavior is an important way to keep things running smoothly.

We are all being asked to buy only what we need for a week and resist the tendency to over-buy. Information and social media tools are available at http://enoughforallca.com/.

Volunteer Opportunities
Many have been asking how they can volunteer in the community with local foodbanks. If you would like to volunteer but are not sure how, we can help.

Use this link to add your name, best contact number, and days you are available, and we will work to connect you to volunteer opportunities.

Building Community Through Strengths
Join us for a virtual Strengths session on April 2, 11 a.m. to Noon for a conversation about Strengths. We will introduce some key insights about strengths work and give participants an opportunity to reflect and chat with each other about their own talents and strengths. This will be a good way for SCCOE staff to come together to build community and share positivity through trying and uncertain times.
This session is free and open to all staff.

Join Zoom Meeting: [https://sccoe.zoom.us/j/740313371](https://sccoe.zoom.us/j/740313371)
By phone: +1 669 900 6833 (San Jose)
Meeting ID: 740 313 371

**Strengths is not a “one and done” experience**

Even when everything seems so uncertain, there are some things you can always count on. For example, your Top Five Talent Themes. Whether you’re at work, at home, or working from home, your Top Five Talent Themes represent your natural ways of thinking, feeling, and behaving. When we pay attention to our talents in action we uncover opportunities for us to navigate uncertainty, create structure where needed, increase productivity, and build stronger bonds with colleagues, managers, family members and friends. When we learn to apply our talents with intention, we create these opportunities for ourselves.

You might not come into the office everyday but your talents and strengths are still with you wherever you go. Stay connected to your top talents and strengths by asking yourself (and maybe others) a few of quick questions:

1. Which of my Top Five Talents have I been noticing or intentionally using the most lately?
2. Do my top talents help me stay motivated and energized? Why? Why not?
3. How have my top talents helped me manage the things I am responsible for (including communication and collaboration) while working remotely?
4. How have my top talents helped me to process the current situation and take appropriate action?
5. What actions can I take to ensure that I am using my talents and strengths every day?

The Workforce & Organization Development team offers 1-1 Strengths coaching with a Gallup Certified Strengths Coach. If you are looking for more direct support leveraging your strengths and/or your team strengths while telecommuting, please [sign-up](https://sccoe.zoom.us/j/740313371) for strengths coaching. All strengths coaching will be conveniently available via Zoom at times that work well with your schedule.

Gallup article: [How to Keep Remote Worker Well-being High](https://sccoe.zoom.us/j/740313371)

**SEL Daily Reflection Activities**

One of the goals of all education is developing Social Emotional skills in ourselves and the students with whom we serve. Consider the Social Emotional reflection activity-of-the-day. Each is appropriate for home, online learning platforms, and meetings. Brief, low-stress activities that incorporate real SEL skills help prepare all of us to not just cope, but thrive in our personal and professional lives. No curriculum needed!
While the COVID pandemic has created a lot of uncertainty, there has never been a more critical time to remain steadfast in our pursuit of health.

Visit the **SCCOE Staff Wellness** webpage for COVID-19 specific resources:
- To earn Vitality Points from home
- For links to online group exercise and guided meditation

The **Virtual De-Stress Fest** is available on the **SCCOE Wellness** webpage, March 30 to May 31 featuring:
- Break the Cycle of Stress (Earn 150 Vitality Points)
- **Beats for Breakfast**
- Resources to support and boost emotional well-being

**Spring Clean Your Diet**

Join the **21-day healthy eating challenge**, April 8-30.
Register on [Diet ID](https://us04web.zoom.us/j/9810495143) by Tuesday, April 7.

**Beats for Breakfast** – Meets Tuesdays at 9 am beginning March 31

This 20-minute live wellness session combines music, movement, and mindful breathing – the perfect ingredients to release tension and increase joy! Connect from any device with a screen and audio.

Go to the Zoom Meeting at [https://us04web.zoom.us/j/9810495143](https://us04web.zoom.us/j/9810495143)
Enter Meeting ID: 981 049 5143

**Wellness Tips to Keep Your Immune System Strong**

Along with washing your hands, not touching your face, and avoiding large groups, here are some tips from Root Cause Medicine on how to boost and keep your immune system strong.

1. Sleep 8 hours a day – it’s the amount of time needed to fully recharge your immune system.
2. Eliminate sugar – viruses LOVE sugar
3. Stay Hydrated – 8 glasses of purified water per day. Hydrating flushes toxins and bad organisms from your body.
4. Sweat or raise your body Temperature – either from exercise or from a hot bath or sauna.
Raising your body temperature boosts your immune response.

5. Eat a Nutrient-rich diet. There’s a lot to be said on this point but suffice to say, grab those fresh vegetables and fruits – 5 servings per day is a great start.

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**Resources for families and schools**

The Santa Clara County Office of Education (SCCOE) has launched a web portal of COVID-19 information and resources for teachers, parents, students, administrators and support staff. The [Learning Resource Portal](https://custapp.marketvolt.com/cv.aspx?cm=1487830709&x=79508719) features sections with information that varies from setting up virtual classrooms and accessing lesson plans and resources, to sharing ideas with parents for how to keep children engaged at home.

Read the full [News Release](https://custapp.marketvolt.com/cv.aspx?cm=1487830709&x=79508719)

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**Shelter-in-Place Challenge A Day**

SCCOE is challenging all friends and families to an engaging, enjoyable, no-stress daily activity. Each challenge reminds us to be kind to ourselves and others, appreciative, positive, and inspiring.

Spread the word and encourage friends/family to participate! We look forward to everyone participating and making this Challenge A Day campaign a great success! #sccoechallenge

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The [Uplift Family Services' Mobile Crisis Team](https://custapp.marketvolt.com/cv.aspx?cm=1487830709&x=79508719) provides 24-hour intervention to children and teens in the community who are in acute psychological crisis. To access the 24-hour/7 days a week crisis line call 1-408-379-9085 or call toll-free 1-877-41-CRISIS (412-7474).

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**Did you know?**

To further ensure the health and safety of employees, the SCCOE has set forth a screening protocol for essential employees who access the Ridder Park office during the shelter-in-place order. Access to the build is currently only available through the main entrance. Follow the listed procedures regarding temperature screening, and if you feel ill, please stay at home and consult your physician.

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As an SCCOE Employee you are a Disaster Service Worker (DSW).

According to California state law, all public employees are declared to be disaster service workers. In the event of a catastrophic incident, County employees may be expected to fulfill emergency action assignments.

Be on the look-out for a Disaster Service Worker brochure sent via US Mail to your home address.

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**Resources for Employees**

The Santa Clara County Public Health department reminds us that “Every Contact Counts.” All of us need to strictly adhere to social distancing. Each and every contact we have with people outside
our household increases the risk of transmission. Everyone has a responsibility to reduce direct contact with others to the greatest extent possible. Our number one goal right now is to slow down transmission as fast as we can and in as many ways as we can to preserve our healthcare infrastructure.

Statewide and local trends show that a majority of confirmed COVID-19 cases are among the general working-age population. Unless deemed an essential employee or engaged in other essential activities everyone has an individual responsibility to stay home to prevent spread. Even those who are deemed essential should limit contact with others as much as possible to reduce spread. This includes in our own work environment. Everyone should remain at least 6 feet apart, fully utilize handwashing protocols, clean and sanitize surfaces and use hand sanitizer.

A COVID19schools@sccoe.org email address and hotline,(408) 453-6819, have been established to help field questions/concerns that your site leader or supervisor may not be able to immediately answer.

The Employee Assistance Program is available through the website, www.anthemEAP.com, or call 800-999-7222.

For the latest updates, visit the SCCOE website.

The Santa Clara County Behavioral Health Services Department has developed some information sheets in multiple languages to help residents cope effectively during these times. Those sheets along with other resources can be found at https://www.sccgov.org/sites/bhd.

The Mental Health Services Call Center is operating 24-hours, 7 days per week at 1-800-704-0900. The Center will make referrals to available community services. Language assistance services are available at 1-800-704-0900 (TTY: 1-800.855.7100 or 711).

The Suicide & Crisis Hotline continues to operate 24-hours, 7 days a week at 1-855-278-4204.

The Crisis Text Line continues to be available and provides free, text-based, confidential assistance to people in need in Santa Clara County. To receive text-based support from trained Crisis Text Line counselors, Santa Clara County residents can text RENEW to 741741.

The Substance Use Services Call Center operates Monday through Friday, from 8 AM to 5 PM at 1-800-488-9919.

Telecommunicating in Education is not a standard practice. We are used to engaging and building relationships that are collaborative, and productive. During the COVID-19 shelter-in-place mandate, many have begun telecommuting from home and may be feeling a bit out of their comfort zone. Use these tips to help you adjust to the telecommuting shifts over the next several weeks.

- Create a space in your home that you are able to work from. Need some ideas? Use part of your kitchen table, a counter, or an area of your bedroom.
- It may be challenging to focus if you have other family members at home that also need your help. Try setting up a schedule with them that has certain times of the day where everyone has a focused work time. During this time each family member can use a certain colored paper, or create a sign that lets everyone know it is a quiet work time.
- Set a timer to help keep you focused on projects that you are working on. When the timer goes off, take a walk, grab a snack, move around, and/or listen to music for a 5-10 minute break.
• Set-up virtual meetings to connect with colleagues to discuss what you are working on. Zoom, Google Hangouts, Microsoft teams are all great options for this.
• If you need to find ways to collaborate with colleagues on work, google docs is a great resource.

Tell your friends! Although school closures are in effect through May 1 due to the COVID-19 virus, SCCOE is accepting online applications.

For a list of all job postings, visit EdJoin.

Certificated Positions
Director III - Creative Impact
Coordinator - District Support Services for Students with Disabilities & Special Populations
School Therapist
Substitute Teacher - Alternative Education Department
Substitute Teacher - Head Start/State Preschool Department
Substitute Teacher - Special Education Department

Classified Positions
Director III – Human Resources / Classified Personnel Services
Substitute Warehouse Person / Delivery Driver
Substitute Lifeguard - Walden West Science Camp
Education Interpreter I/II

Online Transfer Request
The transfer request process for classified employees is available online. Should you have any questions about the transfer process, please contact Marisa Perry within Classified Personnel Services.

Want to share departmental events or news?

Is your team or department working on an interesting project or offering a service that you want to share? Submit a project request to Media & Communications for a social media post or campaign! We want to share the story of SCCOE with our audience, and that includes sharing what we all do every day.

Draft a brief memo (100 words or less), have it approved by your division chief, and complete a project request no later than the Thursday before the issue date or call (408) 453-6824 for questions and News Roundup event tips.