



### Meet the May Employee of the Month, Cindy Nguyen!

Cindy Nguyen is an Accountant for Head Start she works for Internal Business Services at the Ridder Park office. She has worked for SCCOE for almost two years.

Her career began in the private sector working for accounting firms, "this is my first government position," she says. "It's a very different culture here; here it's about the children."

Cindy transitioned to SCCOE because, "I wanted to make a difference for our community, and I know accounting is indirect, but I know that if I can provide support for these programs that serve children, I can contribute."

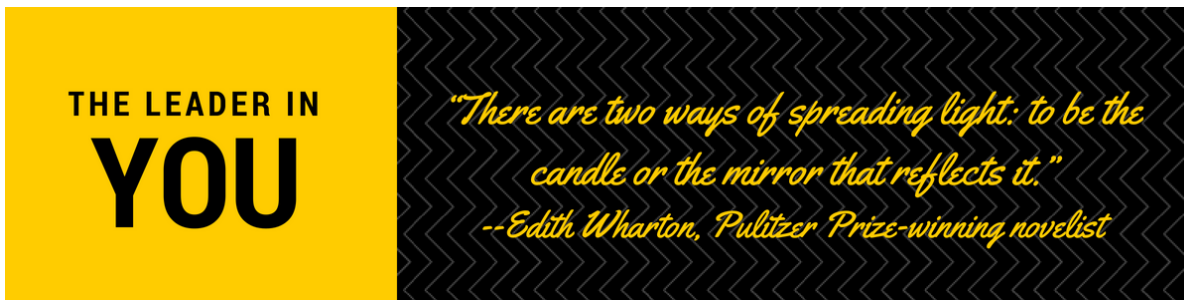


Read more about Cindy in the [Intranet](#).

Do you know someone who has outstanding on-the-job skills? Why not [nominate](#) them for Employee of the Month?

### The Leader in YOU

Learn to develop your influence wherever you are in the organization by leading up, leading across, and leading down.



#### [How to listen like a leader](#)

When you really listen well, you'll be able to engage more deeply with your team, colleagues, and customers. You'll help advance their thinking. And you'll open yourself up to others' wisdom, too.

#### [A simple phrase swap to help you reestablish priorities when you feel "too busy"](#)

If you're constantly attending to urgent tasks, you could be neglecting things that would really pay off in the long term.

## [25 best icebreaker questions for team-building](#)

Leave the eye-rolling games and conversation starters behind. Instead, use a few of these simple questions to build rapport with your team.

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## Champions for Leadership

Nominations are being accepted for the 2018-19 [Champions for Leadership](#) (CFL) cohort, the SCCOE internal leadership development and mentoring program. The purpose of the CFL program is to identify future leaders from within the SCCOE, match them with a mentor, and provide opportunities to develop important leadership competencies.



It is easy to nominate yourself or any other permanent employee--simply complete the brief [nomination form](#). Permanent employees (certificated and classified) including managers, teachers, office staff, classroom staff, and service staff are eligible to participate.

Nominations will be accepted until Friday, June 15. For more information, please contact [Demerris Brooks](#), Ed.D., Director of Workforce and Organization Development, at (408) 453-6698.



### Meet us on the trail

Meet with fellow SCCOE staff for a leisure walk/hike. Meet with fellow SCCOE staff for a leisure walk/hike, all levels welcome. View details on the [spring](#) schedule.

Join us on **Wednesday, May 30** for the **Walk this Way Steps Party** at [Cataldi Park](#) in San Jose and celebrate the end of the challenge!

- Afterschool Group Walk leaves at 4:15 p.m.
- Twilight Group Walk leaves at 5:30 p.m.



Start June right, join us at the [Arana Gulch Trail](#) on **Saturday, June 2** in Santa Cruz for a walk or run.

- 8:45 a.m. check-in, group leaves at 9 a.m.

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### Wellness Rewards deadlines and details

We are approaching the end of the 2017-18 Vitality program year, please visit the [SCCOE Wellness web page](#) and review the details deadlines and 2018-19 reward adjustments.

#### Upcoming deadlines:

- **July 30-Aug. 17:** Benefits Open Enrollment. This is a designated time to change your medical and

dental plans including the Dental Buy-Up as it is no longer a wellness reward.

- **July 31:** Deadline to complete the Vitality Health Review Questionnaire and submit your Vitality Check (Health Screening) results to Vitality for the FSA reward.
- **Aug. 31:** Deadline complete the 95 Vitality standard workouts to earn the \$200 Gym Rebate.
- **Aug. 31:** Deadline to purchase gift cards and fitness devices at the Vitality Mall at the current prices. Starting **Sept. 1**, the prices on the mall will increase for all items.

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## Substitute of the year nominations due, May 18

SCCOE serves Santa Clara County children through programs like Head Start, Special Education, and Alternative Education. To meet our ever-growing need, we employ a talented teaching and aide staff to serve our students. In addition to our permanent team, SCCOE also employs a large substitute staff.

Every year, SCCOE honors our substitute staff by acknowledging a classified and a certificated sub from each program (Head Start, Special Education, and Alternative Education).

This year, we will recognize our amazing subs at our Board Meeting on June 13. If you have a teaching or aide sub you would like to nominate; please contact [Marisa Perry](#) for a nomination form. Nominations must be submitted no later than Friday, May 18.



### When the right job opportunity comes along, will you be ready?

The Workforce and Organization Development Department has created a series of lunch and learns dedicated to preparing for employment opportunities.

#### [Creating a Winning Resume](#)

Tuesday, May 22

Noon - 1 p.m. - Ridder Park

Attendees will learn how to create a fresh and relevant resume that will help you get called back for an interview.

#### [Crafting a Standout Cover Letter](#)

Wednesday, May 30

Noon - 1 p.m. - Ridder Park

Learn to craft a clean and clear cover letter that will help you get called back for an interview.

#### [Interview with Confidence](#)

Tuesday, June 5

Noon - 1 p.m. - Ridder Park

Learn to interview with confidence and bring out

### Job openings

Check out the [current openings](#) at SCCOE.

- [Student Assessment Technician](#)
- [Substitute/Relief Education Assistant](#)
- [Substitute/Relief Education Assistant](#)
- [Director - SELPA](#)
- [Director II - Innovation and Instructional Support](#)
- [Coordinator - Foster Youth and Homeless Educational Services](#)
- [Substitute/Relief Office Worker I/II](#)
- [Network Analyst](#)
- [Orientation and Mobility Instructor](#)
- [School Nurse](#)
- [Director-Special Education](#)
- [Teacher of Students with Emotional Disturbances](#)
- [Psychologist](#)
- [Education Interpreter/Tutor - Deaf and Hard of Hearing Program](#)
- [Teacher of Students with Severe Disabilities - Special Education](#)

the skills that will help you get the job you want.

For more information contact Michael Vallez at (408) 453-4260

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## SCCOE Highlights

### Hester Celebrates Cinco de Mayo

Staff and students gathered in the multipurpose room for a fun day filled with music and dance! Students participated in the "Mexican Hat Dance" and danced the "Macarena!" You can watch the festive video on our [Facebook page](#).

### Kiwanis Special Games

SCCOE students in the Special Education program will compete against their peers on May 18 at West Valley College in Saratoga.

The Kiwanis Special Games were created to address the physical and emotional needs of extremely challenged children in our regional schools. Approximately 900 K-12 athletes from 60 schools will participate in the games. Visit [Special Games page](#) for information, videos, and a slide show of past events.

### Staff Recognition Dinner and Awards Ceremony

SCCOE will host our annual Staff Recognition Dinner & Awards Ceremony on Thursday, May 24 from 5 p.m. – 8 p.m. in the San Jose Room at our Ridder Park office. This program honors employees with 20, 25, 30, 35 and 40 years and retirees from the current 2017 – 18 fiscal year.

### A winner is crowned

Congratulations to Dena Fountain our new reigning salsa champion. The second annual "Salsa de Mayo" was open to all departments, and a fierce competition ensued as entries from Human Resources, Public Affairs, Education Services, Technology Services, and Walden West battled for the coveted "Cactus Trophy."

While every entry was a culinary delight, one winner reigned supreme, Dena took one-third of the votes, beating last year's salsa champion! Thank you to everyone who brought their salsa, sampled, and celebrated Salsa de Mayo with us. Hope to see you next year!



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## Discounts and deals

The Bay Area appreciates your service. Check out the fantastic [benefits](#) you get as a member of #TeamSCCOE. Please contact or stop by Human Resources at (408) 453-6820 for more information on how to receive discount offers from the Santa Cruz Beach Boardwalk, Golfland, Golden State Warriors Games, Legoland, Universal Studios Hollywood, and much more!

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## Got News?

Anyone can submit a piece to News Roundup.

Draft a brief memo (100 words or less), have it approved by your branch chief, and email it



to [communications@sccoe.org](mailto:communications@sccoe.org) or call (408) 453-6824 for questions and News Roundup event tips.

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1290 Ridder Park Dr., San Jose, CA 95154

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