PRESENTATION OVERVIEW

GOALS

PROCESS REVIEW

SOLUTIONS

RESULTS
ORGANIZATIONAL GOALS

Santa Clara County Office of Education

FRAMING OUR FUTURE

Vision
Transforming Education through Leadership, Service, and Advocacy

Mission
The Santa Clara County Office of Education is committed to serving, inspiring, and promoting student and public school success.

Goals
- Improve student equity and access to high quality education
- Provide support to districts, communities, schools, and students
- Be a premier employer
- Improve organizational effectiveness and efficiency

Values
Students First, Collaboration, Innovation, Service
IMPROVE EFFECTIVENESS & EFFICIENCY

ECO-FRIENDLY

INNOVATION TO BETTER SERVE OUR EMPLOYEES

REDUCE COSTS

PROJECT GOALS
CURRENT PROCESS

COMMUNICATION
- Email Notifications
- Onsite Flyers
- Home Mailings

ENROLLMENT
- Medical Plan
- Dental Plan
- Vision Plan
- Voluntary Plan

PROCESSING
- Medical Carrier
- Dental Carrier
- Vision Carrier
- Voluntary Plan Carrier(s)
- Payroll System
IDENTIFYING CHANGE

WHAT WORKS?

Email & Flyer Communications

WHAT NEEDS UPDATING?

Mailings, Enrollments & Processing
IDENTIFYING SOLUTIONS

- Discontinue mailing booklets
- No duplicate entries
- No manual enrollments

Components:
- Communication
- Processing
- Enrollment
INCORPORATING SOLUTIONS

Personalized Enrollment Approach

Streamlining Administrative Responsibilities
ACCOMPLISHMENTS & SUCCESSES

SUCCESS!!!