



Department of Education
Region VI- Western Visayas
SCHOOLS DIVISION OF CAPZ
Banica, Roxas City



November 6, 2017

DIVISION MEMORANDUM

No. 116, s. 2017

THREE-DAY LIVE- IN TRAINING OF PUBLIC AND PRIVATE SECONDARY AND INTEGRATED SCHOOL HEADS AND PUBLIC SCHOOLS DISTRICT SUPERVISORS ON THE IMPLEMENTATION OF THE ENHANCED K TO 12 BASIC -EDUCATION PROGRAM

To: **Acting Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors/Officers-In Charge of the District
Public, Private and Integrated Secondary School Heads**

1. In order to fulfill the continuing commitment to deliver quality and relevant education for Filipino learners, there will be a Three-Day Live in Training –Workshop of Public and Private Secondary and Integrated School Heads and Public Schools District Supervisors on November 27-29, 2017. Venue will be announced later.
2. The Training - Workshop aims to:
 - a. guide the participants on the utilization of Curriculum Guides, Learners Materials and other learning resources during the course implementation;
 - b. enable the participants to have an understanding on the content of all subject areas in order for them to make informed instructional supervision especially in Senior High School; and
 - c. identify potential problems and issues in the instructional planning of teachers and recommend interventions to address them.
3. The Training-Workshop shall be handled by the Division Education Program Supervisors with the identified trainers per learning area.
4. The list of participants, the training matrix and list of trainers are found in the enclosures.
5. Participants are requested to bring laptop, extension cords, and the soft copy of the curriculum guide and learners materials.
6. A registration fee of Three Thousand Pesos (Php 3,000.00) shall be charged from each participant to defray expenses for food ,supplies, hand-outs and other related expenses which is chargeable against school MOOE while that of the Education Program Supervisors, Public Schools District Supervisors, trainers and facilitators shall be charged against the Division INSET fund both subject to the usual accounting and auditing rules and procedures. Participants from Private Schools shall make necessary arrangements with their respective school administrators.
7. A consultative and pre-work activity of all Education Program Supervisors, trainers, technical staff and facilitators will be done on November 17, 2017 at 8:00 A.M. at the Division Multi-Purpose Hall. Expenses for this meeting shall be charged against the Division INSET funds subject to the usual accounting and auditing procedures.
8. Immediate dissemination of this memorandum is desired.


MIGUEL MAC D. APOSIN, Ed. D., CESO V
Schools Division Superintendent

Enclosure: As stated
To be indicated in the Perpetual Index
under the ff. subjects:

CURRICULUM

TRAINING

WORKSHOP

NUMBER OF PARTICIPANTS PER SCHOOL

SCHOOL	Number of participants
1. Arturo Jugo National HS	2
2. Bagong Barrio NHS	1
3. Basiao NHS	2
4. Bungsuan NHS	3
5. Cabugcabug NHS	9
6. Camburanan NHS	1
7. Candelaria NHS	2
8. Candelaria NHS EXT	1
9. Capiz NHS	10
10. Casanayan NHS	2
11. Col. Patrocinio NHS	2
12. Comsr. Luis R. Asis NHS	4
13. Concepcion Castro Garcia	2
14. Cuartero NHS	4
15. Dao NHS	2
16. David Moises NHS	3
17. Dulangan NHS	1
18. Dumalag Central NHS	2
19. East Villaflores NHS	1
20. Estefania Montemayor NHS	3
21. Felix Balgos	2
22. Florentina Degala MNHS	1
23. Hipona NHS	5
24. Ivisan NHS	6
25. Jagnaya NHS	3
26. Jamindan NHS	5
27. Leodegario Deocampo NHS	2
28. Lonoy NHS	1
29. Lucero NHS	2
30. Luis Escutin NHS	1
31. Maayon NHS	7
32. Macario Delfin NHS	2
33. Maindang NHS	2
34. Malonoy NHS	1
35. Mambusao East NHS	1
36. Mambusao NHS	3
37. Manuel F. Onato NHS	2
38. Marciano Patricio NHS	1
39. Mianay NHS	1
40. Panitan NHS	4
41. Pawa NHS	1
42. Pontevedra NHS	6
43. Presentacion Diez NHS	1
44. Pulian NHS	1
45. Ramon Benjamin NHS	2
46. Rev. Tomas Conejar NHS	1
47. San Antonio NHS	2
48. San Nicolas NHS- Pilar	1
49. San Nicolas - Tapaz	1
50. Sapián NHS	6
51. Tapaz NHS	4
52. Tuburan NHS	2
53. Vicente Andaya NHS	4
54. Yating NHS	1
55. Agkawayan Integrated School	1
56. Aglalana Integrated School	1
57. Guinbalian Integrated School	1
58. Eleodoro J. Ponsaran Integrated School	1
Total	146

**DIVISION TRAINING MANAGEMENT TEAM
(SECONDARY SCHOOL HEADS TRAINING)**

Program Owners	Miguel Mac D. Aposin,Ed.d.,CESO V Schools Division Superintendent Nicasio S. Frio OIC-Assistant Schools Division Superintendent
Program Focal Person	Segundina F. Dollete, Ed.D.- Chief ,CID
Welfare Officer	Marlon P. Destreza,Ed.D.-Chief ,SGOD
Staff	Identified Medical/Dental Staff
Training Manager	Mrs.Sephora M. Roldan

TRAINERS /LEARNING FACILITATORS

English	Concepcion de la Cruz-EPS, English Fatima Escuton - Principal II Divina Quiachon – HT III Mary Cris Ibanez – HT III Jonel Sembrano – Principal I Nashrudin Roxas
Filipino	Mertie Rubio, Ed.D. – EPS,Filipino Janet J. Divinagracia- MT II Susan J. Quistadio – MT II
Science	Andres Quiachon – EPS, Science Leonerico Barredo, Ed.D Rodelyn Denosta – T I
Mathematics	Elenia P. Baranda – EPS,Math Leowel Batuigas Ed.D Jonathan Borbon – MT II Rowena Luza – MT II Analyn Calitina –MT II
Araling Panlipunan	Sephora M. Roldan – EPS, AP Estela V. Fano – Principal I Teresita Naelgas – MT II Kim Relano – Asst. Principal Randy Gigawin- MT II
MAPEH	Ronie Reteracion- EPS, MAPEH Selfa Mae Toledo – HT III Joanne delos Reyes- MT II Joan Bayo ang – MT II
ESP	Alan Vincent Altamia – EPS ,Esp Marie Paz Almalbis – HT III Myrthyl Coching – Principal III
EPP/TLE	Rolando D. Jamora, Ed.D
Inclusive Education	Ruth Gervero – EPS,-ALS,SPED
LRMDS	Shirley De Juan –EPS, LRMDS
Technical Staff	Heidelyn P. Geromiano,Ed.D Ronald Dile Jephnie Barrido Glenn Dollete Vincent Lausa Mary Grace Camacho Maria Frances Therese Zamora

WORKING COMMITTEES FOR THE SECONDARY SCHOOL HEADS MEETING

Opening/ Closing Program Committee
Chairman: Mr. Ronie Reteracion
Members: Heidelyn Geromiano ,Ed.D
Merlie J. Rubio, Ed.D

Registration/Attendance
Chairman: Ruth Gervero, Ph.D.
Members: Mrs. Mary Grace Daradar
Mr. Ronald Dile
Mrs. Therese Frances Zamora

Accomodation
Chairman: Mrs. Shirley A. De Juan
Members: Mr. Glenn Dollete
Mrs. Marie Frances Therese Zamora

Physical Arrangement
Chairman: Mr. Andres Quiachon
Member: Mr. Alan Altamia
Mertie Rubio, Ed.D

Technical Facilities
Chairman: Mr. Glenn Dollete
Members: Mr. Jepnie Jan Barrido
Mr. Vincent Lausa

Food/ Provisions
Chairman: Miss Concepcion Dela Cruz
Mrs. Shirley A. De Juan
Mrs. Sephora M. Roldan

Certificates/ Invitation
Chairman: Merlie J. Rubio ,Ed.D
Members: Mrs. Maria Frances Therese Zamora
Mrs. Mary Grace Daradar

Time	Class 1	Class 2	Class 3	Time	Class 1	Class 2	Class 3	Class 1	Class 2	Class 3
7:00-8:00	Registration	REGISTRATION	REGISTRATION							
8:00-9:00	Opening Program	OPENING PROGRAM	OPENING PROGRAM	7:30-9:40	EPP	AP	English	MATH	SCIENCE	ESP
9:00-9:30	Plenary LRIMDS UPDATES			9:40-12:00	ENGLISH	English	Filipino	ESP	EPP	SCIENCE
9:30-11:45	SCIENCE	FILIPINO	MATH							
1:00-3:45	Filipino	MATH	EPP	1:00-3:45	Filipino	AP	EPP	Simulation	Simulation	Simulation
3:45-5:00	MAPEH	MAPEH	MAPEH	3:45-5:00	AP	ESP	AP	CLOSING PROGRAM	CLOSING PROGRAM	CLOSING PROGRAM
Adviser	Miss Concepcion Dela Cruz	Mr. Andres Qulachon	Mr. Ronie Reteracion							