



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



February 14, 2018

Division Memorandum

No. 43, s. 2018

To: Public Schools District Supervisors/Officers-in charge of the District
Heads of Public Secondary/Integrated and Elementary Schools

**CORIGENDUM AND ADDENDUM TO DIVISION MEMO NO. 31, S. 2017
(DIVISION TRAINING OF TRAINERS ON CURRICULUM CONTENT:LEAST
MASTERED COMPETENCIES)**

1. The schedule of the Division Training of Trainers on Curriculum Content: Least Mastered Competencies per above-captioned memo is changed to March 7-9, 2018.
2. Participants to this training for the elementary level should be teachers from Grade 3 or Grade 6 while those from secondary level should be Grade 10 teachers.
3. The participants must bring identified least mastered/difficult to teach competencies based from Item analysis per grading period of the summative and periodic tests.
4. Widest dissemination of this memorandum is desired.


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



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



February 2, 2018

Division Memorandum
No. 31, s. 2018

To: Public Schools District Supervisors/Officers-in charge of the District
Heads of Public Secondary/Integrated and Elementary Schools

**DIVISION TRAINING OF TRAINERS ON CURRICULUM CONTENT:LEAST
MASTERED COMPETENCIES**

1. The Division of Capiz will conduct a three-day division live-out training on curriculum content on February 22-24, 2018. (Venue will be announced later).
2. The activity focuses on least mastered competencies of curriculum content of all learning areas of the K-12 Curriculum. Furthermore, it aims to provide the effective and appropriate intervention strategies on how to attain mastery of the identified least mastered competencies. Participants are expected to craft action and training plan for their respective districts and schools.
3. Participants to this training are district/ secondary school teachers per learning area preferably Master Teachers. The number of participants per district/secondary schools is specified in Enclosures No. 1 & 2 of this memorandum. Further, participants are advised to bring laptop, USB/external memory drive, extension cord, curriculum guides and identified least mastered/difficult to teach competencies per grading period based from summative and periodic tests.
4. Secondary/integrated schools will register in the amount of one thousand three hundred fifty pesos (Php 1,350.00). Expenses for meals and accommodation relative to this training shall be charged against the HRTD fund for the trainers, EPS, facilitators and participants from elementary schools while that of participants from secondary/integrated schools shall be charged against registration fee collected. Registration fee, travel expenses and other incidental expenses shall be charged against school MOOE subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this memorandum is desired.


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

Enclosure No.1

Allocation of Participants per District

District	Number of Teacher/ Learning Area								
	English	Filipino	Math	Aral. Pan.	Science	EPP/TLE	MTB	ESP	MAPEH
1.Cuartero	1							1	1
2. Dao	1	1							1
3. Dumalag	1	1	1						
4. Dumarao		1	1	1					
5. Ivisan			1	1	1				
6. Jamindan				1	1	1			
7. Maayon					1	1	1		
8. Mambusao East						1	1	1	
9. Mambusao West							1	1	1
10. Panay	1							1	1
11. Panitan	1	1							1
12. Pilar	1	1	1						
13. Pontevedra		1	1	1					
14. Pres. Roxas			1	1	1				
15. Sapián				1	1	1			
16. Sigma					1	1	1		
17. Tapaz East						1	1	1	
18. Tapaz West							1	1	1
Total	6	6	6	6	6	6	6	6	6

Allocation of Participants Per Secondary/Integrated School

School	Number of Teacher/ Learning Area							
	English	Filipino	Math	Aral. Pan.	Science	EPP	MAPEH	EsP
1. Arturo Jugo NHS	1	1						
2. Bagong Barrio NHS		1	1					
3. Basiao NHS			1	1				
4. Bungsuan NHS				1	1			
5. Cabugcabug NHS					1	1		
6. Camburanan NHS						1	1	
7. Candelaria NHS							1	1
8. Capiz NHS	1							1
9. Casanayan NHS	1	1						
10. Col. Patrocinio Arturo NHS		1	1					
11. Cmsr. Luis R. Asis NHS			1	1				
12. Concepcion Castro Garcia NHS				1	1			
13. Cuartero NHS					1	1		
14. Dao NHS						1	1	
15. David Moises NHS							1	1
16. Dulangan NHS	1							1
17. Dumalag Central NHS	1	1						
18. Duyoc NHS		1	1					
19. East Villaflores NHS			1	1				
20. Estefania Montemayor NHS				1	1			
21. Felix Balgos NHS					1	1		
22. Florentina Degala MNHS						1	1	
23. Hipona NHS							1	1
24. Ivisan NHS	1							1
25. Jagnaya NHS	1	1						
26. Jamindan NHS		1	1					

School	Number of Teacher/ Learning Area							
	English		Math	Aral. Pan.	Science	EPP	MAPEH	EsP
27.Leodegario D. Deocampo Sr. NHS			1	1				
28.Lonoy NHS				1	1			
29.Lucero NHS					1	1		
30.Maayon NHS						1	1	
31.Macario Delfin NHS							1	1
32.Maindang NHS	1							1
33.Malonoy NHS	1	1						
34.Mambusao East NHS		1	1					
35.Mambusao NHS			1	1				
36.Manuel F. Onato MNHS				1	1			
37.Marciano Patricio NHS					1	1		
38.Mianay NHS						1	1	
39.Panitan NHS							1	1
40.Pawa NHS	1							1
41.Pontevedra NHS	1	1						
42.Presentacion Diez Gregorio NHS		1	1					
43.Putian NHS			1	1				
44.Ramon A. Benjamin Sr. NHS				1	1			
45.Rev. Tomas Conejar NHS					1	1		
46.San Antonio NHS						1	1	
47.San Nicolas NHS (Pilar)							1	1
48.San Nicolas NHS (Tapaz)	1							1
49.Sapian NHS	1	1						
50.Tapaz NHS		1	1					
51.Tuburan NHS			1	1				
52.Vicente Andaya Sr. NHS				1	1			
53.Yating NHS					1	1		
54.Candelaria NHS (Roxas Ext.)						1	1	
55.Aglalana Integrated School							1	1
56.Agkawayan Integrated School	1							1
57.Duluan Integrated School	1					1		
58.Ginbalian Integrated School			1		1			
59.Eleodoro Ponsaran Integrated School			1	1				
TOTAL	15	15	15	15	15	15	14	14
118								

PROGRAM MATRIX

TIME	DAY 1	DAY 2	DAY 3
7:30-8:00		MOL	MOL
8:00-10:00	Opening Program	Parallel Session and Workshop 1: Curriculum Content and Strategies of the Learning Areas a. Science e. AP b. MAPEH f. Filipino c. EsP g.English d. TLE h.Math	Plenary Session 3: Demo Activity/LA
10:00-12:00	Plenary Session 1: Skillful Learners: The Why and the How		
12:00-1:00	LUNCH BREAK		
1:00-3:00	Plenary Session 2: Status of NAT in the Division for the past years	DLL/DLP Preparation	Plenary Session 4: Consolidation of Outputs
3:00-5:00	Plenary Session 3: Identification of LMC in all learning areas		Closing Program Home Sweet Home
	Mrs. Sephora Roldan-OD	Mr. Andres Quiachon-OD	Mrs. Elenia P. Baranda-OD

Training Management Team:

Rolando B. Ricardo, Jr.
SP III/Lucero NHS

Ires G. Hachero
MT I/Tapaz NHS

Charlie V. Dublon
HT I/Pontevedra NHS

Annie J. Demaala
MT I/Cuartero NHS

Judy B. Dunton
HT V Capiz NHS

Estela V. Fano
SP I/Mambusao East NHS

Marie Paz A. Almalbis
HT IV/Capiz NHS

Teresita Naelgas
MT I /Hipona NHS

Arnel C. Gervero
MT I/Col. Patrocinio Artuz NHS

Ma. Concepcion B. Poli, Ed. D
HT III/Pontevedra NHS

Leizyl B. Igdanes
T III/Pontevedra NHS

Ginnud B. Bartolo
T III/ Capiz NHS

Susan J. Quistadio, Ed.D
MT II/ Vicente Andaya NHS

Anna Clarissa C. Gonzales
MT II/Capiz NHS

Janet J. Divinagracia
MT II/Capiz NHS

Arlene Vista
HT II/ Mambusao NHS

Supervisors/Consultant:

- Mrs. Sephora M. Roldan
Education Program Supervisor (Araling Panlipunan)
- Dr. Merlie J. Rubio
Education Program Supervisor (Filipino)
- Mrs. Elenia P. Baranda
Education Program Supervisor (Mathematics)
- Mr. Andres D. Quiachon
Education Program Supervisor (Science)
- Mr. Alan Vincent B. Altamia
Education Program Supervisor (EsP)
- Mr. Ronie C. Reteracion
Education Program Supervisor (MAPEH)
- Dr. Ruth G. Gervero
Education Program Supervisor (ALS)
- Mrs. Shirley A. De Juan
Education Program Supervisor (LRMDS)
- Dr. Heidelyn P. Geromiano
Division Kindergarten Coordinator

COMMITTEES

Registration

Dr. Ruth Gervero
Grace Daradar
Glenn Dollete

Program

Dr. Heidelyn Geromiano
Mr. Ronie Reteracion
Mr. Alan Vincent B. Altamia

Certificates

Sephora M. Roldan
Dr. Merlie J. Rubio
Jepnie Jan Barrido
Ronald Dile

Stage/Physical Arrangement

Mr. Andres Quiachon
Dr. Rolando Jamora

Food

Mrs. Shirley De Juan
Mrs. Elenia P. Baranda



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PROPOSED BUDGET

Title of the Activity: DIVISION TRAINING ON CURRICULUM CONTENT:LEAST MASTERED COMPETENCIES
Date: February 22-24, 2018
Venue: TO BE ANNOUNCED

A. Food and accommodation 202 @ 450.00 X 3 days = 272,700.00
Trainers.....16
EPS10
Facilitators.....4
Participants.....54- elementary
118-secondary
Total 202

B. Materials					7,600.00
Quantity	Unit	Particular	Price per unit	Amount	
2	pcs.	Bin box	900.00	1,800.00	
40	packs.	Special paper (long)	50.00	2,000.00	
10	packs	Special paper(short)	45.00	450.00	
3	reams	Bond Paper (long)	190.00	570.00	
3	reams	Bond Paper (Short)	180.00	540.00	
20	pcs.	Masking tape	25.00	500.00	
4	pcs.	Battery (3A)	30.00	120.00	
50	pcs.	Manila Paper	5.00	250.00	
37	pcs.	Cartolina	8.00	400.00	
3	pc.	Big Scissor	60.000	120.00	
1	pc.	Big stapler	250.00	250.00	
1	box	staple wire	50.00	50.00	
10	pcs.	Pentel pen	55.00	550.00	
Total					280,300.00

Source of Fund: HRTD Fund(Elementary) 121,000.00 ✓
Registration: Chargeable against school MOOE (Secondary)
118 pax X 1,350.00 159,300.00
280,300.00

Prepared by:

SEGUNDINA F. DOLLETE, Ed.D
C.I.D-Chief

Allotment Available: *117,000 - 121,000 -*

NENITO D. DACLES
Administrative Officer V
(Budget)

Funds Available:

Atty. BENJIE B. DOCE, CPA, MBA
Division Accountant III

Recommending Approval:

MARLON P. DESTREZA, Ph.D.
SGOD-Chief

APPROVED:

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