



Republic of the Philippines
Department of Education
Region VI- Western Visayas
SCHOOLS DIVISION OF CAPIZ

September 22, 2022

DIVISION MEMORANDUM

No. **388** s. 2022

**THREE-DAY LIVE-IN DIVISION WORKSHOP ON THE DEVELOPMENT OF
SUPPLEMENTARY READING MATERIALS IN THE LOCAL LANGUAGE
(HILIGAYNON) USING BLOOM SOFTWARE**

To: Chief- Education Program Supervisor - CID
Public Schools District Supervisors/Officers-In-Charge of the District
Heads of Public Elementary, Secondary and Integrated Schools
Project Development Officer II (CID)
SDO- Librarian II

1. This Office through the Learning Resources Management Section of the Curriculum Implementation Division will conduct a **Three-Day Live-in Division Workshop on the Development of Supplementary Reading Materials in the Local Language (Hiligaynon) Using Bloom Software** on **October 21-23, 2022**. The venue will be announced later.
2. The workshop aims to achieve the following objectives:
 - a. provide the participants with knowledge on how to utilize Bloom Software in the development of Supplementary Reading Materials (SRMs) in the local language (Hiligaynon); and
 - b. develop and produce learning resources using the software.
3. The number of participants per district, names of Resource Speakers, Facilitators, and Program Management Team are found in **Enclosure No. 1**.
4. Participants are advised to bring the following:
 - a. QAed teacher-made storyline
 - b. Laptop
 - c. Cellphone with tiny scanner/clear scanner
 - d. Internet connectivity
5. Resource speakers and facilitators are advised to report in advance on Day 0 for the sorting and packing of workshop materials as well as finalization and walkthrough of presentations.
5. The indicative Program Schedule for this workshop is found in Enclosure No. 2. First meal on day 1 is breakfast and last meal is PM snack on day 3.
6. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. On the Other Hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.

7. Expenses for food and workshop materials will be charged against the Division HRTD fund while travel expenses of the participants will be charged to school MOOE subject the usual accounting and auditing rules and regulations.
8. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability or other factors, and personal circumstances contrary to the principles of equal opportunity.
9. It is expected that in the conduct of this activity, all involved must adhere to minimum health and safety protocols set by the Inter-Agency Task Force on the Management of Emerging Infectious Diseases (IATF) and the Department of Health (DOH).
10. Immediate dissemination of this Memorandum is desired.


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



Address: Banica, Roxas City
Telephone Number – (036) – 6210-974
Email address: capiiz@deped.gov.ph
Website: <http://depedcapiiz.ph>



Republic of the Philippines
Department of Education
Region VI- Western Visayas
SCHOOLS DIVISION OF CAPIZ

Enclosure no. 1 to Division Memorandum No. **388**s. 2022

**THREE-DAY LIVE-IN DIVISION WORKSHOP ON THE DEVELOPMENT OF
SUPPLEMENTARY READING MATERIALS IN THE LOCAL LANGUAGE (HILIGAYNON)
USING BLOOM SOFTWARE**

NO. OF PARTICIPANTS BY DISTRICT

District	District LR Coor	K to G3 Teachers	TOTAL
1. Cuartero	1	3	4
2. Dao	1	3	4
3. Dumalag	1	3	4
4. Dumarao	1	3	4
5. Ivisan	1	3	4
6. Jamindan	1	3	4
7. Maayon	1	3	4
8. Mambusao East	1	3	4
9. Mambusao West	1	3	4
10. Panay	1	3	4
11. Panitan	1	3	4
12. Pilar	1	3	4
13. Pontevedra	1	3	4
14. Pres. Roxas	1	3	4
15. Sapián	1	3	4
16. Sigma	1	3	4
17. Tapaz East	1	3	4
18. Tapaz West	1	3	4
TOTAL	18	54	72

THE CORE GROUP

RESOURCE SPEAKERS

NAME	School/District/Office	Position
1. Jeffrey Buhat	Ivisan ES	Teacher 3
2. Glenn P. Dollete	SDO – Capiiz	PDO 2
3. Juvy D. Baranda	Dist. of Ivisan	Principal 3
4. Shirley A. De Juan	SDO – Capiiz	EPS-LRMS

LIST OF TRAINING STAFF AND FACILITATORS

1. Alfredo Patrimonio	Dao District	Teacher 3
2. Laurence Dadvivas	Pres. Roxas District	Teacher 3
3. Leoname Gonzales	FYCNHS	Teacher 3
4. Ma. Frances Therese B. Zamora	SDO	Librarian 2

HEALTH PERSONNEL

(to be determined)	SDO	NURSE
---------------------	-----	-------

QATAME ASSOCIATES

Immaculada Amores	SDO	SEPS-HRD
Ronald Dile	SDO	SEPS-SMME

PROGRAM MANAGEMENT TEAM

Segundina F. Dollete	CES-CID
Ma. Lunie B. Sampani, CPA, MBA	OIC-ASDS
Miguel Mac D. Aposin	SDS



Address: Banica, Roxas City
Telephone Number – (036) – 6210-974
Email address: capiz@deped.gov.ph
Website: <http://depedcaopiz.ph>



Republic of the Philippines
Department of Education
Region VI- Western Visayas
SCHOOLS DIVISION OF CAPIZ

Enclosure No. 2 to Div. Memo 388 s. 2022

MATRIX OF ACTIVITIES

THREE-DAY LIVE-IN DIVISION WORKSHOP ON THE DEVELOPMENT OF SUPPLEMENTARY READING MATERIALS IN THE LOCAL LANGUAGE (HILIGAYNON) USING BLOOM SOFTWARE

Day 0- October 20, 2022 (THURSDAY)

TIME	ACTIVITY	Person In-Charge
8:00- 9:00	Arrival of TWG/Core Group	TWG/Core Group
9:00 -11:00	Debriefing/Checking and Assessment of Training Venue and Facilities	TWG/Core Group
12:00 – 1:00	LUNCH	
1:00 – 3:00	Review of Training Targets and Framework/Presentation of Program Flow and Processes	TWG/Core Group
3:00 – 5:00	Final Dry-Run of Presentations /Critiquing and Adjustments	TWG/Core Group
6:00 - 6:30	Dinner	
7:00 – 8:00	Final Sorting and Packing of Training Materials	TWG

Day 1 – OCTOBER 21, 2022 (FRIDAY)

TIME	ACTIVITY/TOPIC/ RESOURCE SPEAKER	MODERATOR/ PERSON IN-CHARGE
7:30 – 9:00	Arrival of Participants	TWG/Core Group
9:30 -10:30	Opening Program	Ms. Leoname Gonzales
10:30 -12: 00	Topic 1 -Introduction of Bloom Software Mrs. Shirley A. De Juan	Ms. Leoname Gonzales
12:00 - 1:00	LUNCH	
1:00 – 2:00	Topic 2- Familiarization of the Bloom Software Mr. Glenn P. Dollete - PDO 2	Ms. Leoname Gonzales
2:00 – 4:00	Topic 3- Rules in Translating Stories from English to Hiligaynon Mrs. Juvy D. Baranda -Principal 3	Ms. Leoname Gonzales
4:00 - 5:30	Workshop 1 Translating Stories from English to Hiligaynon	Mrs, Juvy D. Baranda with Ms. Leoname Gonzales
6:00 – 7:00	Dinner	



Address: Banica, Roxas City
Telephone Number – (036) – 6210-974
Email address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>



Republic of the Philippines
Department of Education
Region VI- Western Visayas
SCHOOLS DIVISION OF CAPIZ

MATRIX OF ACTIVITIES
THREE-DAY LIVE-IN DIVISION WORKSHOP ON THE DEVELOPMENT OF
SUPPLEMENTARY READING MATERIALS IN THE LOCAL LANGUAGE (HILIGAYNON)
USING BLOOM SOFTWARE

Day 2 – October 22, 2022 (SATURDAY)

TIME	ACTIVITY	Moderator/ Person In-Charge
6:30 – 7:30	Personal Grooming/Breakfast	
8:00 – 8:30	MOL	Assigned Group/ Frances Therese Zamora
8:30 – 10:00	Topic 4 - Development of Story books using Shell Books Template Mr. Jeffrey U. Buhat – Teacher 3	Mr. Jeffrey U. Buhat/Mr. Glenn P. Dollete
10:00 – 12:00	Workshop 2 Development of Story books using Shell Books Template	Mr. Jeffrey U. Buhat/Mr. Glenn P. Dollete
12:00 - 1:00	LUNCH	
1:00 – 3:00	Topic 5- Development of Story books using Basic Book Template Mr. Jeffrey U. Buhat	Assigned Group/ Mrs. Frances Therese Zamora
4:00 – 5:00	Workshop 2 Development of Story books using Basic Book Template	Mr. Jeffrey U. Buhat/Glenn P. Dollete
4:00 - 5:30		
6:00 – 7:00	Dinner	

Day 3 – OCTOBER 23, 2022 (SUNDAY)

TIME	ACTIVITY	Moderator/ Person In-Charge
6:30 – 7:30	Personal Grooming/Breakfast	
8:00 – 8:30	MOL	Assigned Group / Mr. Laurence U. Dadvivas
8:30 – 10:00	Editing, finalization and printing of Outputs (Pax to develop 2 outputs for Shell and 2 for Basic)	Core Group
10:00 – 12:00		Core Group
12:00 - 1:00	LUNCH	
1:00 – 3:30	Presentation of Output (Each District to display respective outputs)	Core Group/ District Participants
3:30 – 4:30	Closing Program	Assigned Group / Mr. Laurence U. Dadvivas
4:30 – 5:30	HOME SWEET HOME	



Address: Banica, Roxas City
Telephone Number – (036) – 6210-974
Email address: capiz@deped.gov.ph
Website: <http://depedcaoiz.ph>