



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



September 27, 2023

**DIVISION MEMORANDUM**  
**NO. 490, s. 2023**

To: OIC, Office of the Asst. Schools Division Superintendent  
Chief Education Supervisor, CID  
OIC, Office of the Chief Education Supervisor, SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and  
Integrated Schools  
All others Concerned

**CANCELLATION OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)  
INTEGRATION BOOTCAMP FOR CLASSROOM TEACHERS 2.0  
AS PER DIVISION MEMORANDUM NO. 212, S. 2023**

1. This is to announce to the field that the conduct of **Information and Communications Technology (ICT) Integration Bootcamp for Classroom Teachers 2.0** as per **Division Memorandum No. 212, s. 2023** is hereby **cancelled** because it is not included in the list of priority professional development programs as stipulated in **Regional Memorandum No. 475, s. 2023** titled "**List of Priority Professional Development (PD) Programs for Teachers and School Leaders with Activities to be Charged against HRD Funds in ROs and SDOs.**"
2. Attached is Regional Memorandum No. 475, s. 2023.
3. Immediate dissemination of this Memorandum is desired.

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

Encl.: As stated  
References: DM No. 212, s. 2023 and RM No.475, s. 2023  
To be indicated in the Perpetual Index  
under the following subjects:

INFORMATION TECHNOLOGY      TEACHERS      TRAINING PROGRAMS



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**Department of Education**  
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**SCHOOLS DIVISION OF CAPIZ**

May 12, 2023

**DIVISION MEMORANDUM**

No. 212s. 2023

**INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)  
INTEGRATION BOOTCAMP FOR CLASSROOM TEACHERS 2.0**

To: OIC, Office of the Asst. Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Education Program Supervisors  
Public Schools District Supervisors/OIC of the Districts  
Heads of Public Elementary, Secondary and  
Integrated Schools  
All others Concerned

1. This Office, through the Human Resource Development (HRD) Section of the School Governance and Operations Division (SGOD), will conduct a **Three-Day Face-to-Face ICT Integration Bootcamp for Classroom Teachers 2.0** on August 9-11, 2023. This is a NEAP-Recognized Professional Development Program Course with **Program/Course Recognition No. R6-PD-2022-0006-1028**. Participants are expected to meet all the required outputs before a Certificate of Participation/Recognition will be released. The venue will be announced later.
2. This activity aims to capacitate the participants to:
  - a. create ICT based instructional materials, through the ICT applications that are responsive to varied needs and context of the learners;
  - b. explain the essential concepts and principles of ICT and the utilization of learning resources based on Philippine Professional Standards for Teachers (PPST) Resource Package;
  - c. use the most important new technologies/applications and the growing trend of integrating ICT in the teaching and learning with integration of cyber safety and awareness;
  - d. exemplify concrete ICT skills in the utilization of different office applications in Microsoft and Google Workplace and other platforms to enhance instructions and practices;
  - e. evaluate learners' progress and achievement using learner attainment data with the aid of SPSS as a tool;
  - f. design learning resources for classroom use using ICT; and
  - g. demonstrate ICT best practices on instruction and utilization of learning resources and reflect together on how to use them in the teaching and learning





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3. Attached are the following for your guidance:
  - a. Enclosure No. 1---Training Matrix
  - b. Enclosure No. 2---Technical Working Group
  - c. Enclosure No. 3 – List of Participants
4. It is expected that in the conduct of this activity, all involved must adhere to minimum health and safety protocols.
5. Expenses relative to the conduct of this training such as food, lodging and incidental expenses of trainers, participants and Training Management Team shall be charged against the Division INSET Funds while the travel expenses of the participants and technical working group/resource speakers /facilitators shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
6. All participants are encouraged to bring their personal laptops, extension cord and Wi-Fi modem.
7. Pre-work activities involving all the trainers/facilitators and concerned SDO personnel shall be conducted on August 8, 2023 to walk through the different topics to be undertaken by trainers and collectively assess and finalize needed training resource packages.
8. Participants, QAME Team Members, Learning Facilitators/Resource Speakers and Training Management Team are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: Updated Guidelines on the Grant p-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.
9. This Memorandum serves as a Travel Authority.
10. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of learning and development program on account of age, civil status, disability, religion and other factors, and personal circumstances that run counter to the principles of equal opportunity.
11. Immediate dissemination of and compliance with this memorandum are desired.

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



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Enclosure No. 2 to Division Memorandum No. 212, s. 2023

**INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)  
INTEGRATION BOOTCAMP FOR CLASSROOM TEACHERS 2.0**

Day 0 August 8, 2023 for Trainers, Facilitators and TWG (Pre-Activity)

Time	Activity	Person/s in charge
8:00-10:00	Checking and assessment of Training venue and facilities	Immaculada J. Amores Jerry Mosquete Ronald Dile
10:00-11:30	Review of Training Targets and Framework	Jerry Mosquete
12:00	Lunch	
1:00-2:00	Presentation of Program Flow and Processes	Mark Nel R. Venus
2:00-8:00	Final Dry run and critiquing	All Facilitators TWG Technical Team



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**INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)  
 INTEGRATION BOOTCAMP FOR CLASSROOM TEACHERS 2.0**

August 9-11, 2023

DAY 1 August 9, 2023		
Time	Activity/Session	Speaker/In-Charge
8:00-8:30AM	Preliminaries National Anthem Prayer Regional Hymn Capiz Hymn (To be played on air)  Opening Remarks:  <b>Dr. Segundina F. Dollete</b> Chief, Curriculum Implementation Division  Inspirational Messages:  <b>Ma. Lunie B. Sampani, CPA</b> OIC-Assistant Schools Division Superintendent  <b>Dr. Miguel Mac D. Aposin, CESO V</b> Schools Division Superintendent  Training Etiquettes	Secretariat/ Facilitators  Marrielle B. Dolor Teacher II, CLRANHS
8:30-9:00	Brief Overview on Implementation of Learning and Development for Teaching Personnel	<b>Dr. Immaculada J. Amores</b> Senior Education Program Specialist II/Training Manager
9:00-9:30	Updates on ICT	<b>Emmanuel Lati</b> IT Officer I
9:30-10:00	Overview on the Training Course and Introduction of Course Facilitators/ TWG/ Animators	<b>Mark Nel R. Venus</b> Microsoft Education Ambassador, CLRANHS
10:00-12:00	Standards on the Selection, Development, Organization and Utilization of Learning Resources including ICT	<b>Dr. Michael John R. Bade</b> Microsoft Innovative Educator, Agloway Elementary School
Health Break/ Lunch		
1:00-1:10	Ice Breaker	Animators
1:30-3:30	Positive Use of ICT using Genial.ly	<b>Dr. Darwin D. Pahayculay</b> Master Teacher II Piña Elementary School
3:30-5:30	Cyber Safety and Awareness for 21st Century Educators	<b>Milbert Bechayda</b> SHS Teacher Comsr. Luis R. Asis NHS
7:00-9:00	Creating Interactive Classroom using ClassPoint	<b>Aileen May F. Isiderio</b> Microsoft Education Ambassador Sapian National High School
End of Day 1		



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DAY 2 August 10, 2023		
Time	Activity/Session	Speaker/In-Charge
8:00AM	Management of Learning	1st District Participants
8:30-10:30	Producing Audio Files with Audacity and Mixpad	<b>Mrs. Rossini G. Medel</b> Microsoft Education Ambassador San Nicolas NHS
10:30-12:30	Take it Easy with Data using Advanced Microsoft Excel	<b>Ms. Argeline Joy J. Amores, Rpm</b> Microsoft Innovative Educator Cuartero District
12:30	Health Break/ Lunch	
1:00	Ice Breaker	
1:30-3:30	Creating Interactive Classroom using Microsoft Sway	<b>Mrs. Jonalyn Q. Buenvenida</b> Microsoft Education Ambassador Quiajo Integrated School
3:30-5:30	Designing Creative Resources using Google Sites	<b>Krizel M. Aguadera</b> Microsoft Education Ambassador Dulangan National High School
7:00-9:00	GREEN SCREEN TECHNOLOGY	<b>Bon Jov- V. Duarte</b> Teacher I -Badiangon Elementary School
DAY 3 August 11, 2023		
	Management of Learning	2nd District Participants
8:30-10:30	Statistical Package for Social Sciences (SPSS)	<b>Ge D. Diaz</b> Teacher 1 Maayon National High School
10:30-12:30	Organize and Digitize with One Note	<b>Ma. Sheila B. Dacles</b> Microsoft Education Ambassador Pontevedra National High School
12:30	Health Break	
1:00	Ice Breaker	
1:00-2:00	Canva for Education Updates	<b>Edwin C. Salanatin</b> MT-I, CLRANHS
2:00-3:00	Teaching Demonstration on ICT Integration	Teacher Demonstrators  Process Observers
3:00-4:00	Planning and Way Forward	By District
4:00-4:30	Closing Ceremony	
	Impression	Participants 1st District 2nd District
	Challenge	<b>Dr. Marlon P. Destreza</b> Chief, SGOD
	Awarding of Certificates	
	Closing Prayer	<b>Jerry V. Mosquite</b> Education Program Specialist II
	Community Song	



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Enclosure No. 2 to Division Memorandum No. 212, s. 2023

**List of Training Management Team, Trainers, Quality Assurers and Facilitators**

<b>Roles</b>	<b>Persons Involved</b>
Overall Program Lead	<b>DR. MIGUEL MAC D. APOSIN, CESO V</b> Schools Division Superintendent  <b>MA. LUNIE B. SAMPANI, CPA, MPA</b> OIC-Assistant Schools Division Superintendent
Training Managers	<b>DR. SEGUNDINA F. DOLLETE</b> CES-CID <b>DR. MARLON P. DESTREZA</b> CES-SGOD <b>DR. IMMACULADA J. AMORES</b> SEPS II -HRD
Welfare Officers	<b>JOAN DEQUINA</b> <b>SHERALYN G. BATICADOS</b> Nurses II

**Course Facilitators and TWG**

<b>Name</b>	<b>School</b>	<b>Designation</b>
Darwin D. Pahayculay PhD	Piña Elementary School	Master Teacher II/ Course Facilitator
Mark Nel R. Venus	Commissioner Luis R. Asis NHS	T-III/Lead Facilitator/ MEA Trainer
Edwin C. Salanatin	Commissioner Luis R. Asis NHS	Master Teacher I/ Course Facilitator
Jonalyn Quiambao Buenvenida	Quiajo Integrated School	T-I/ Course Facilitator /MEA Trainer
Aileen May F. Isiderio	Sapian National High School	T-III/ Course Facilitator /MEA Trainer
Ms. Argeline Joy J. Amores	Cuartero District	Administrative Officer II/ Course Facilitator
Milbert Bechayda	Commissioner Luis R. Asis NHS	SHS Teacher II/ Course Facilitator
Krizel M. Aguadera	Dulangan National High School	T-III/ Course Facilitator /MEA Trainer
Rossinni G. Medel	San Nicolas National High School	T-III/ MEA Trainer/ Course Facilitator
Ge D. Diaz	Maayon National High School	Teacher 1/ Course Facilitator
Ma. Sheila B. Dacles	Pontevedra National High School	T-III/ Course Facilitator /MEA Trainer
Bon Jov- V. Duarte	Badiangon Elementary School	T-I/ Course Facilitator
Michael John R. Bade EdD	Agloway Elementary School	T-III/ Course Facilitator
Marrielle B. Dolor	Commissioner Luis R. Asis NHS	Teacher II/TWG
Albert B. Buhat	Commissioner Luis R. Asis NHS	Teacher 1/TWG



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Maricris D. Venus	Pontevedra Elementary School	Teacher III/TWG
Gladys Barolo	Jamul-awon Elementary School	TWG
Emmanuel Lati	SDO Capiz	IT Officer 1
Jerry V. Mosquite	SDO Capiz	Education Program Specialist II-HRD
Immaculada J. Amores PhD	SDO Capiz	Senior Education Program Specialist II-HRD/ Lead Trainer

QAME Associates	Ronald D. Dile Judith Tu Lalain Delos Santos Rona Overencio Zandie Ponce
Secretariat/Documenters/Certificates	1. Mary Lyn De Guzman 2. Mrs. Jennifer Catalan





**INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT)  
INTEGRATION BOOTCAMP FOR CLASSROOM TEACHERS 2.0  
August 9-11, 2023**

**LIST OF PARTICIPANTS**

No.	Last Name	First Name	M.I.	Position/Designation
<b>Cuartero</b>				
1	Funtilar	Cheenie	O	Teacher I
2	Bermudo	Evelyn	D	Teacher III
3	Fajarillo	Niña Grace	F	Teacher I
<b>Dao</b>				
1	Capulso	Mary Joy	T	Teacher 2
2	Venus	Revie	E	Teacher 1
3	Eduque	Jane Mae	S	Teacher 1
<b>Dumalag</b>				
1	Felongco	Loida	J	Teacher 1
2	Deloria	Jully Anne	G	Teacher 1
3	Baido	Mary Hope	D	Teacher 1
<b>Dumarao</b>				
1	Guillermo	Jomalyn	T.	Teacher - 1
2	Tingson	Claire	M.	Teacher - 1
3	Padios	Jerben	E.	Teacher - 111
<b>Ivisan</b>				
1	DE ASIS	JERIC	V.	Teacher 1
2	UNARCE	EVA	E.	Teacher-1
3	FLORES	ARMER	B.	Teacher - I
<b>Jamindan</b>				
1	Llanera	Sweden	L	MT-I
2	Glory	Irene	Z	T-III
3	Vigo	Jhasmin	L	T-III
<b>Maayon</b>				
1	Deloria	Randy	B.	Teacher I
2	Diva	Christine Joy	D.	Teacher I
3	Anisco	Lovely Amparo	B.	Teacher III
<b>Mambusao East</b>				
1	Alisasis	Joy	T.	Teacher III
2	Bajada	Janel Grace	A	Teacher I
3	Caporal	Lilibeth	D	Teacher III
<b>Mambusao West</b>				
1	Ledesma	Jeffry	M.	Teacher I
2	Garbosa	Nikki	S	Teacher I
3	Lantoria	Ma.Grace	B.	Teacher I
<b>Panay</b>				
1	Perez	Angela	B	Teacher 1
2	Aulmo	Jennyvie	C.	Teacher III
3	Bellosillo	Jacelle	B.	Teacher I
<b>Panitan</b>				
1	Billones	Prince Ace	L.	Teacher I
2	Dizon	Jo-boy	W.	Teacher III
3	Dellomos	Ma. Mae	D.	Teacher III
<b>Pilar</b>				
1	Delos Santos	Sheryl	B	Teacher 3
2	Abajar	Allan	D	Teacher 1
3	Bañes	Meridien	P.	Teacher 3

No.	Last Name	First Name	M.I.	Position/Designation
<b>Pontevedra</b>				
1	Delao	Randy	D.	T3- School ICT
2	DE LA CRUZ	JENNY	B.	T-3-Brigada Eskwela Coor
3	Buenvendida	Arbby	B.	T3-School ICT
<b>Pres. Roxas</b>				
1	Potato	Annie Rose	B.	T-3- School ICT
2	Beluso	Mary Rose	B.	T-1 - Brigada Eskwela Coor
3	Eribal	Angela Mae		T-1-Nutrition Coor
<b>Sapian</b>				
1	Dela Rosa	Regievie	D	Teacher 1
2	Manangquil	Amy	A	Teacher 1
3	Olano	Montisa	B	Teacher 1
<b>Sigma</b>				
1	Ursos	Gina	A.	Teacher I
2	Compuesto	Aisa	D	Teacher I
3	De Manuel	Precel	V	Teacher III
<b>Tapaz East</b>				
1	Desierto	Rocelyn		T-3/Sch. ICT
2	Sona	Jean	K	T-1/School ICT
3	Chiva	Riza Mae	J	T-1/School ICT
<b>Tapaz West</b>				
1	Garbosa	Freddie	G.	T-1
2	Gardose	Maricel	G.	T-1
3	Cachuela	Mary Rose	C.	T-1
<b>--- nothing follows ---</b>				