



Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL
Velez St., Cagayan de Oro City
Del Pilar-Velez St., Cagayan de Oro City
website: www.misor.net



May 9, 2014

Division Memorandum
No. 114 s. 2014

**TO: Education Program Supervisors
PS District Supervisors
Elem and High School Heads
Teachers**

From: CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

**Re: CONDUCT OF DIVISION IN-SERVICE TRAINING FOR SCHOOL HEADS AND
TEACHERS**

There will be a Division In-service Training for Teachers on May 26-28, 2014 which will be conducted by district. School Heads with the District Supervisors shall agree on the specific school as venue for this training.

Participants to this training are the School heads and the teachers of Grades 1, 2, 4, 5, 6, 7, 8, and Fourth Year from both elementary and secondary schools. The PS District Supervisor and/or the Coordinating Principal shall be the focal persons and the lead facilitators.

Participants are advised to bring the following during the training:

1. PELC/Learning Competencies
2. Copy of the Revised SIP and Updated School Report Card
3. Reference books
4. Manila papers
5. Pentel pens
6. Masking Tapes
7. Writing pens

Training matrix and the list of facilitators in each venue/district are listed in the enclosure.

Traveling, training materials and other expenses shall be charged to local fund/ MOOE subject to the usual accounting and auditing rules and regulations.

For information and guidance.

CLL/egd

Enclosure No. 1 to Division Memo No. 14 dated May 9, 2014

**CONDUCT OF DIVISION IN-SERVICE TRAINING FOR SCHOOL HEADS AND
TEACHERS
May 26-28, 2014, by District**

Matrix of Activities

Day/Time	Activity/Topic	Discussants
Day One (May 26, 2014)		Discussants are listed in the next enclosure
7:30 – 8:00 AM	Arrival/ Registration	
8:00 – 8:15	Opening Program	
8:30- 10:00	Rights of a Child and The Child Protection Policy	
10:00 – 11:30	Anger Management in the Classroom	
11:30- 12:00	Grading System	
12:00 – 1:00	Lunch Break	
1:00 – 2:00	Continuation: Grading System	
2:00 – 3:00	Lecture on Division Intervention Program in English Instruction for Public Elementary & Secondary Schools (DIPE)	
3:00 – 4:00	Workshop – by school	
4:00 – 5:00	Presentation of Outputs	
Day Two (May 27, 2014)		
8:00 – 8:15 AM	Recap/Unfreezing Activities	
8:30 – 11:00	Lecture on Continuous Improvement (CI) Program	
11:00 – 12:00	Workshop on CI Project Proposal	
12:00-1:00 PM	Lunch Break	
1:00 – 2:00	Cont. Workshop on CI Project Proposal	
2:00 – 3:30	Presentation of the CI Project Proposal	
3:30 – 5:00	Lecture on the Construction of Teacher Support Materials (TSM) – The PROBE Way	
Day 3 (May 28, 2014)		
8:00 – 8:15	Recap/ Unfreezing activity	
8:30 – 10:30	Workshop on the Construction of TSM- by school	
10:30 – 12:00 NN	Presentation of Outputs – TSM	
12:00-1:00 PM	Lunch Break	
1:00- 5:00	Start of the Year Conference (time may vary depending on schedule)	

Enclosure No. 2 to Division Memo No. 114 dated May 9, 2014

**CONDUCT OF DIVISION IN-SERVICE TRAINING FOR SCHOOL HEADS AND
TEACHERS**

May 26-28, 2014, by District

List of Facilitators/Discussants by District

District	Facilitators
Lugait	Joel Jayme Edward Jarales Imelda Baguio Salome Fabrigas TSM Trainer: Joan Caliope Longakit CIP Trainers: Nanette Tedlos, Liela Bahian Division Intervention Program in English (DIPE) Trainers: Mernanita Rivera
Manticao	Wennie Nacasabog Alvin Sabyanan Feliza Genovia Marlon Daohog TSM Trainer: Grace Acman CIP Trainers: Maribeth Mabalo, Judith Breviescas DIPE Trainer: Esmir Gaid
Naawan	Nilda Mejos Alma Inzo Lorie Dampal Hazle Tequillo Flor De la Cruz TSM Trainer: Edemshella Galagnara CIP Trainer: Lorna Jaramillo, Bernardo Cajarte DIPE Trainer: Sandra Caudor
Initao	Ric Gabe Pio Bagares Mark Joseph Jiménez Cesar Estrosas TSM trainer: Emma Respito CIP trainer: Reslie Ucab, Marilou Fabria DIPE Trainer: Dennis Magsayo
Libertad-Gitagum	Marcel Tagalogon Marvin Ragmac Wilma Piales Emma Roxas Richard Jamorol TSM Trainer: Lea Lou Fabria CIP Trainer: Lea Lou Fabria, Mercy Hugo DIPE Trainer: Lea Lou Fabria
Laguindingan	Imelda Gallarita Rosalina Duriga Juliet Acut TSM Trainer: Tital Salvador CIP Trainer: Kathleen Pairat, Tomasita Catiil DIPE Trainer: Nelly Somaylo
Alubijid	Jerry Fabria Mary Ann Magdale Gladys Banac Wilfreda Palasan TSM Trainer: Efipania Ybayubay CIP Trainer: Adefer Caño DIPE Trainer: Lisa Akut

Opol	<p>Horace Nacua Ma. Asunción g.Rafols Lucía I. Sabayanan Samy . Igloria</p> <p>TSM Trainer: Virgie Vicente CIP Trainer: Ma. Jasmine Labis DIPE Trainer : Niele B. Saburnido</p>
MOGCHS	<p>Josefina Dagasuan Helen Maasin Pura Villar</p> <p>TSM trainer: Editha Valmoria, Balve Granido CIP Trainers: Karen Galimba, Rebecca Bongcawil DIPE Trainer: Lucy Perocho</p>
Tagoloan	<p>Edna Albaran Severa Go Imelda Emano Susan Emata Marilyn Abrio</p> <p>TSM Trainer: Rosie Obut CIP Trainers: Gemmalyn de Asis DIPE Trainer : Lynneth Abroguena, Rosie Obut</p>
Villanueva	<p>Edwin Amparo Evie Amatong Grace Magallnes Lilibeth Baco Resurrecion Padon</p> <p>TSM trainer: Dolores Abregana CIP Trainers: Marietta Sabandal, Raul Salvane DIPE Trainer: Lonilyn Agbong</p>
Claveria 1 and 2	<p>Joylito Villasteque Divina Nacasabog Reina Marie Ebisa Bartolomé Pallo Gemalyn Villanueva</p> <p>TSM trainer: Sandra Candor, Marjorie Cajigas CIP Trainers : Denia Abao, Cristy Jane Pasayon DIPE Trainer: Joylito Villasteque</p>
Jasaan	<p>Analy Salcedo Ma Fedila Salvador Francisca Adlaon Victor S. Lllausas Nelson Absin Fe Arangcon</p> <p>TSM trainer: Marilyn Cabil CIP Trainer: Lorena Jamais DIPE Trainer : Monaliza Dapitan</p>
Balingasag North and South	<p>Daylinda Vequezo Nieva Bitonga Maureen Cagape Charito Llacuna Cora Malicuban Elsa Damlani Franklin Ocate Edna Magos</p> <p>TSM trainers: Rosita Daya, Evangelio Cuadra CIP Trainers: Gina Cagang, Ma. Elena Paderog DIPE Trainer: Zenitha Mae Dacoco</p>

Lagonglong	<p>Evah Entusiasmo Emerce Jenessan Relson Bana Editha Dahilan Merlinda Ilago</p> <p>TSM trainer: Ma. Emma Saguing CIP trainers: Merlin Gomez DIPE Trainer: Manuelita Capito</p>
Salay	<p>Rosanna Emanel Riza Acenas Evangeline Gallogo Precy Alarba Belen Zaportiza</p> <p>TSM Trainer: Dahlia Fabillar CIP Trainers: Marilyn Aban DIPE Trainer: Rosanna Emanel</p>
Sugbongcogon	<p>Cydel Valmores Marife Caculba Angie Ordinan Iva Salacinas Flor Baang</p> <p>TSM trainer: Elena Lagura CIP Trainer: Jade Valente DIPE trainer: Grethel Lubi</p>
Kinoguitan	<p>Nestor Lofranco Bonifacio Lumindas Arlyn Omahoy Rollie Flores Hazle Saligumba</p> <p>TSM Trainer: Asteria Yucada CIP Trainer: Jennifer Ongpoy DIPE Trainer: Ricky abao</p>
Talisayan	<p>Pamfila Zarate Aileen Dabon Carmelito Talipan Justiniano Abueva Ma Teresa Tolentino</p> <p>TSM Trainer: Roie Ubayubay CIP Trainer : Luzvina Bagayna DIPE Trainer : Anthony Tusloc</p>
Medina	<p>Beatriz Acdal Clavel Lagria Ma. Concepción Avi6n Raul Marte</p> <p>TSM Trainer: Celieto Magsayo CIP Trainers : Michelle Babanto DIPE Trainer: Ely Lofranco</p>
Magsaysay 1 and 2	<p>Merly Mabilin Florentino Ranara Emma Abregana Yasmin Flores Cherry Ignalig Rolly Labis Ronie Uba</p> <p>TSM trainers: Jenny Padero, Alexander Oguis CIP trainer: Lecenio Ilican Jr DIPE Trainer: Merly Mabilin</p>

Enclosure No. 3 to Division Memorandum No. 114 dated May 9, 2014

: **CONDUCT OF DIVISION IN-SERVICE TRAINING FOR SCHOOL HEADS AND
TEACHERS
May 26-28, 2014, by District**

Technical Working Group

CHERRY MAE L. LIMBACO, Ph.D., CESO V
Schools Division Superintendent

JEAN G. VELOSO
Assistant Schools Division Superintendent

Planning Committee:

Chair: Erlinda G. Dael

Co-chair: Ferminia M. Labis Mary Grace V. Gallana

Members:

Rhodora L. Gallares Virginia A. Buana
Meylinda M. Paceño, Maria Teresa M. Absin, Johnny D. Redondo
Norberto Rosales, Rudy Magdugo, Demosthenes Jarales
PS District Supervisors, Coordinating Principals

a. Venue:

Chair: PS DS/ Coordinating Principals
Members: All School Heads

b. Memorandum and Matrix of Activities:

Chair: Erlinda G. Dael
Member: Maria Teresa M. Absin
Ferminia M. Labis
Mary Grace Gallana

c. Attendance Sheets (per district):

Chair: Mary Grace Gallana
Members: Meylinda Paceno
All PSDS/ Coor Principals

d. Preparation of Presentations/Slides and other Training Materials

Chair: Erlinda G. Dael
Members: Virginia A. Buana
Maria Teresa M. Absin
Ferminia M. Labis
Demosthenes Jarales
Johana Pascua

e. Monitoring Team:

Chair: ASDS Jean G. Veloso
Member: All EPS