



Republic of the Philippines

DEPARTMENT OF EDUCATION
Region X

DIVISION OF MISAMIS ORIENTAL

Cagayan de Oro City

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May 12, 2014

MEMORANDUM
No.2014

TO: All Public School District Supervisor/District In Charge
This Division

Attention: All DALSCs
Mobile Teachers
IP Teacher

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

Re: **CAPABILITY BUILDING PROGRAM FOR THE UNTRAINED INSTRUCTIONAL MANAGERS (IMs) AND LITERACY FACILITATORS (LFs)**

1. The success of the ALS programs depends largely on the technical capabilities and skills of the program implementers particularly the Instructional Managers, Literacy Facilitators being the front liners of its implementation. They need to be equipped with the knowledge and skills to deal and cope up with the learning needs of these diverse learners. Though they are education graduate but dealing with adult is another thing.

2. Anent to this, the Alternative Learning System would like to conduct a capability building program to all untrained Instructional Managers (IMs) and Literacy Facilitators (LFs) in this division on May 26-29, 2014 in three (3) clusters to wit;

- Cluster 1 - May 26-27 Opol to Lugait at Gimangpang Initao, Misamis Oriental
- Cluster 2 - May 27-28 Balingasag to Magsaysay at Balingasag, Misamis Oriental
- Cluster 3 - May 28-29 Tagoloan to Jasaan at Villanueva, Misamis Oriental

3. This is a live-in seminar. All District ALS Coordinators are requested to submit in advance the list of participants (untrained IMs, LFs) one week before the scheduled date.

4. Immediate and widest dissemination of this memorandum is desired



CAPABILITY BUILDING PROGRAM FOR THE UNTRAINED INSTRUCTIONAL MANAGERS (IMs) AND LITERACY FACILITATORS (LFs)

May 26-29, 2014

(Gimangpang Initao, May 26, 27); (Balingasag May 27, 28); (Villanueva May 28, 29, 2014)

Day 1

Day 2

TIME	ACTIVITY/TOPICS/WORSHOP	Speaker	Activity	Speaker
7:00 – 8:00 AM	Arrival and Registration	Ma. Shiela Balcita Mobile teacher or the assigned person in the assigned venue	Recap/insight	Group assigned
8:00 – 9:00 AM	Opening Program	Incharge in the assigned venue	Learning support strategies	Mrs. Riza Paulin Mr. Salatan Grace Esguerra
	* Statement of purpose	Mrs. Remy P. Virador	Demo Teaching A&E	Cabrera/ Balcita/Madronio
	* Group Tasking	Mrs. Riza Paulin	Demo Teaching BLP	Chacon/Molinas bjmp
9:00 – 11:00 AM	* EFA Goals and Objectives * Legal basis	Mrs. Jocelyn Jover Esguerra/Tapasao/Adis	ALS Key to Good Performance	Mrs. Virador/Randy Vicente
11:00 – 12:00 AM	Community Mechanics & immersion	Mr. Salatan/Sewagan Mr. Estanislao Vicente Jr.		
12:00 – 1:00 PM		Lunch Break		
1:00 – 2:00 PM	* The 4As of Learning	Bacarra/Cabrera Ms. Riza C. Paulin Mr. Randy Durog	Monitoring & material utilization	Mrs. Tapasao Mr. Andrian Tecson Mr. Cabatingan
2:00 – 3:00 PM	Assessment, data processing	Ms. Remy Virador Mr. Andrian Tecson	Return Demo A&E, BLP	Assigned participant
3:00 – 4:30 PM	Session Planning	Lilibeth Cavalida Mrs. Riza Casino Zosima de Leon	Demo Enhancement	Mr. Magdugo/Paulin/ Virador/Bacarra
4:30 – 5:30 PM	M&E Forms accomplishment Officers of the day	Mr. Magdugo/Salatan/Racho Chacon/Cabanilit/Molinas	Closing program Officer of the day	Incharge of the venue Elarmo/Janubas/Lago

Prepared by:


RUDY O. MAGDUGO

ES1 ALS

APPROVED:


CHERRY MAE LIMBACO, Ph.D., CESO V

Schools Division Superintendent