



Republic of the Philippines
Department of Education
DIVISION OF MISAMIS ORIENTAL

Division MEMORANDUM
No. 158, s. 2019

TO: Education Program Supervisors
Public Schools District Supervisors
Elementary, Junior and Senior High School Heads
~~Elementary, Junior, and Senior High School Teachers~~

FROM: 
RANDOLPH B. TORTOLA
Schools Division Superintendent 

SUBJECT: **CONDUCT OF SUMMER IN-SERVICE TRAINING
(INSET)**

DATE: March 25, 2019

1. In pursuit of teachers' continuous professional development, the Summer In-Service Training (INSET) will be conducted on April 24-26, 2019. The INSET shall be conducted by District in a school most conducive for learning. The Public Schools District Supervisors shall oversee the smooth conduct of the said training.
2. The Junior and Senior High School shall be grouped according to their area of specialization or subject being taught. For Elementary Teachers, the School Heads shall assign their teachers to a particular learning area. These teachers will then cascade the inputs through School-Based Learning Action Cell (LAC) Sessions after the INSET.
3. The English and Filipino training matrices to be followed are attached to this Division Memorandum. Further, the training matrices for other subjects will be appended in a separate Memorandum.
4. Meals of participants which is Two Hundred Fifty Pesos (P250.00)/participant per day inclusive of lunch and two (2) snacks shall be charged to School Downloaded Funds/MOOE subject to the usual accounting and auditing rules and regulations.
5. Wide dissemination of this Memorandum is hereby enjoined.

RBT/CID/egd/mma

Encl: as stated
To be indicated in the Perpetual Index
under the following subjects:
INSET
PROFESSIONAL DEVELOPMENT
TRAINING



Republic of the Philippines
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English Training Matrix (JHS and SHS)

April 24-26, 2019

Venue: District

Date/Time	Topics	Trainers/Speakers/Facilitators
Day One: April 24, 2019		
7:30-8:00	Registration	
8:00-8:30	Opening Program	
	Prayer	
	National Anthem	
	Presentation of Participants	
	Message	
9:00-12:00	D.O. No. 42, s. 2016	
1:00-5:00	Workshop: DLL with Merged and Sub-tasked Learning Competencies	
Day Two: April 25, 2019		
7:30-8:00	Management of Learning	
8:30-10:00	Discussion: Instructional Materials	
10:30-12:00	Crafting of Instructional Materials	
1:00-2:00	Teaching Strategies	
2:30-4:00	Simulation/Demo-Teaching	
4:00-4:30	Feedback-Giving	
4:30-5:00	Closing Program	
	Prayer	
	Nationalistic Song	
	Impression	
	Challenge	
	Expression of Commitment	
	Giving of Certificates	
	Community Singing	
	MC:	

Note: Day 3- April 26, 2019: Financial Literacy



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English Training Matrix (Elementary)

April 24-26, 2019

Venue: To be set

Date/Time	Topics	Trainers/Speakers/Facilitators
Day One: April 24, 2019		
7:30-8:00	Registration	
8:00-8:30	Opening Program	
	Prayer	
	National Anthem	
	Presentation of Participants	
	Message	
9:30-10:30	Lecture-Demo: Teaching Beginning Reading	
11:00-12:00	D.O. No. 42, s. 2016	
1:00-3:00	Writeshop: DLL with Sub-tasked Learning Competencies	
3:30-5:00	Writeshop: DLL with Merged and Learning Competencies	
Day Two: April 25, 2019		
7:30-8:00	Management of Learning	
8:30-9:30	Lecture: Instructional Materials	
10:00-12:00	Workshop: Crafting of Instructional Materials	
1:00-2:00	Teaching Strategies	
2:30-3:30	Simulation/Demo-Teaching	
4:00-4:30	Feedback-Giving	
4:30-5:00	Closing Program	
	Prayer	
	Nationalistic Song	
	Impression	
	Challenge	
	Expression of Commitment	
	Giving of Certificates	
	Community Singing	
	MC:	

Note: Day 3- April 26, 2019: Financial Literacy



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2 - DAY TRAINING MATRIX

First Day - Elementary		
Time	Activity/ Topic	Tagapagsalita/ Resource Person
7:30 - 8:00 AM	Registration	Niele Bahian
8:00 - 9:00 AM	Opening Program	Ola Talavera
9:00 - 11:00 AM	Merging of Competencies (workshop)	Miraflor Fernandez
11:00-12:00 nn	LUNCH	
	Instructional Alignment	Niele B. Bahian
	LUNCH	
1:00 - 2:30 PM	Hindi Gaanong Nalinang Na mga Kasanayan (Workshop)	Djhonnalie Aleria
2:30 - 3:00	SNACKS	
3:00 – 5:00	Pagtuturo ng Pang-unawa (Workshop)	Leslie Boles
Facilitator: Aura Villastique		
Second Day	Activity/Topic	Resource Persons
7:30 - 8:00 AM	Registration	Ola Talavera
8:00 - 9:00 AM	Opening Program	Niele B. Bahian
9:00 – 12:00	Sumatibo at Pormatibong Pagtataya (Workshop)	Aura Villastique
12:00 - 1:00 PM	LUNCH	
1:00 – 3:00 PM	Sining at Agham ng Pagtatanong	Ann Marie Yamut
3:00 - 3:30 PM	SNACKS	
3:00 - 4:00 PM	Pagsasagawa ng SLAC Plan	Facilitator: Djhonnalie Aleria
4:00 – 5:00 PM	Pampinid na Palatuntunan/ Pamimigay ng Sertipiko	Leslie C. Boles/ SALLY S. AGUILAR
	Home Sweet Home	