



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region X

DIVISION OF MISAMIS ORIENTAL
Velez St., Cagayan de Oro City

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August 10, 2015

DIVISION MEMORANDUM

No. 262 S, 2015

To : **Public Schools District Supervisors**
Education Program Supervisors

This Division

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

Re : **Training-Workshop on Performance Monitoring and Coaching**
(RPMS Phase 2)

1. The Division of Misamis Oriental shall conduct **Training-Workshop on Performance Monitoring and Coaching (RPMS Phase 2)** on August 12, 2015 at Hotel Koresco, Carmen, Cagayan de Oro City at exactly 8:00am.
2. *This Training on Coaching, Critiquing, Facilitating and Validating Accomplishments aims to:*
 - A. Re-orient and define the functions of the School Heads,
 - B. Orient the PSDS and EPS on Coaching and Critiquing Skills,
 - C. Provide the participants on the different Facilitation mechanisms,
 - D. Set standards in validating accomplishments.
3. Participants of this training are the Public Schools District Supervisors and Education Program Supervisors.
4. Meals of the participants shall be charged against Local Funds while travel expenses shall be charged to Downloaded Funds subject to the usual accounting and auditing rules and regulations.
5. Immediate and wide dissemination of this memorandum is desired.

CLL/mdb



Republic of the Philippines
Department of Education
Region X-Northern Mindanao
DIVISION OF MISAMIS ORIENTAL
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TRAINING MATRIX

Training-Workshop on Performance Monitoring and Coaching (RPMS Phase 2)

Morning		
Time	Activity	Person-In-Charge
8:00-12:00	Arrival & Registration	Secretariat
	Opening Program: Pambansang Awit Invocation Welcome Address	Canned Canned Dr. Cherry Mae L. Limbaco, CESO V
	❖ Revisiting RPMS Phase 2 Overview on Performance Monitoring and Coaching	Jean G. Veloso, ASDS
	❖ Coaching and Facilitation ❖ Simulation	Erlinda G. Dael, Ph.D.
Afternoon		
1:00-4:00	❖ Validation of Accomplishments Review on the Functions of School Heads	Rudy O. Magdugo
	❖ Clearing House/Closing Program	
	Home Sweet Home	

Prepared by:


MARIFE D. BALABA
SEPS- HRD

Reviewed by:


RUDY O. MAGDUGO
Chief, SGOD

Approved:


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



TRAINING DESIGN

Title : Training-Workshop on Performance Monitoring and Coaching
(RPMS Phase 2)

Schedule: August 12, 2015

Venue : Koresco Hotel, Carmen, Cagayan de Oro City

Description:

In order to guarantee utmost employee performance towards achieving DepEd's Vision, Mission, and Values (VMV), the Department of Education DepEd Division of Misamis Oriental recognizes the need to re-orient the Public Schools District Supervisors and Education Program Supervisors on coaching, critiquing and facilitating for all the School Heads. Moreover, the Office will also give thorough understanding on the functions of the PSDS and EPS for maximum performance in order to reach targets particularly in the IPCRF.

Objectives:

This Training-Workshop on Performance Monitoring and Coaching (RPMS Phase 2) aims to:

- A. Re-orient and define the functions of the School Heads,
- B. Orient the PSDS and EPS on Coaching and Critiquing Skills,
- C. Provide the participants on the different Facilitation mechanisms,
- D. Set standards in validating accomplishments.

Participants:

The participants are the following:

1. Schools Division Superintendent	-	1
2. Asst. Schs. Division Superintendent	-	1
3. Chiefs	-	2
4. EPS	-	9
5. PSDS	-	13

Total: 26

Budgetary Requirement:

1. Meals and Training Venue (Php 400.00/day/pax)	Php	10,400.00
TOTAL	Php	10,400.00

Source of Fund:

Local Funds

Prepared by:

MARIFE D. BALABA
SEPS- HRD

Reviewed by:


RUDY O. MAGDUGO
Chief, SGOD

Approved:


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