



May 5, 2015

DIVISION MEMORANDUM

No. 255, s. 2015

**LIVE-IN MASS TRAINING OF GRADE 4 TEACHERS
ON THE K TO 12 BASIC EDUCATION PROGRAM**

**To: Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary School Heads**

1. To ensure the effective implementation of the K to 12 Basic Education Program, this Office announces the conduct of a **Live-In Mass Training of Grade 4 Teachers on the K to 12 Basic Education Program** at the DepED Ecotech Center, Sudlon Lahug, Cebu City on May 10-16, 2015 (Batch 1) and on May 17-23, 2015 (Batch 2).
2. This training aims to provide teachers with concrete understanding of the curriculum framework, learning standards and competencies, teaching plans and assessment.
3. Please refer to the attached List of Participants, List of Trainers and Management Staff and Training Matrices.
4. Participants are requested to:
 - a. bring the following: PE attire for the PE session, 2 laptops per district for the ICT session, and 1 percussion instrument and 1 string instrument per district for the Music session;
 - b. proceed to their respective session rooms on May 10 (Batch 1)/May 17 (Batch 2) at exactly 1:00 PM for the registration of participants;
 - c. attend the Opening Program on May 10 (Batch 1)/May 17 (Batch 2) at 4:00-5:00 PM and Closing Program on May 16 (Batch 1)/May 23 (Batch 2);
 - d. attend all sessions on time; and
 - e. come in proper attire and observe proper decorum throughout the duration of the training.
5. Participants and trainers shall be entitled to six-days service credits in accordance with the provisions of DepED Order No. 19, s. 2011 and DepED Order No. 53, s. 2003. Likewise, non-teaching staff who are involved in this training shall be provided with Compensatory Time-Off (CTO) per CSC and DBM Joint Circular No. 2, s. 2004.
6. Expenses for meals, snacks, accommodation, kits, training materials and other expenses relative to the conduct of this activity, shall be chargeable against **Division INSET//K to 12 Funds**, while traveling expenses shall be chargeable against **local school/SEF/MOOE Funds**, subject to the existing accounting and auditing rules and procedures.
7. This Memorandum serves as Authority to Travel.
8. Immediate and wide dissemination of and compliance with this Memorandum is directed.

ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent

LIST OF TRAINERS AND MANAGEMENT STAFF

1. Dr. Pamela Rodemio
2. Mrs. Juvimar Montolo
3. Mrs. Annalee Salvador
4. Ms. Chloe Garrucha
5. Mrs. Imelda Gealon
6. Mrs. Luthgarda Borgonia
7. Mrs. Marites Toong
8. Mr. Danilo Manguilimotan
9. Mrs. Doris Esmero
10. Mrs. Gilda Bancog
11. Mrs. Josephine dela Torre
12. Mrs. Cristina Ocampo
13. Mrs. Janette Cobrado
14. Mrs. Romela Quiamco
15. Mrs. Lorna Soco
16. Mrs. Ma. Glynn Sumagang
17. Mrs. Mirafior Presillas
18. Ms. Maxima Osore
19. Mr. Harry James Lucero
20. Mr. Jesson Albaran
21. Mrs. Raquel Solis
22. Mrs. Liza Maningo
23. Mrs. Fatima Solis
24. Mr. Jayme Arnejo
25. Mrs. Jessica Alferez
26. Mr. Joel Umbay
27. Mr. John Jennis Trinidad
28. Mrs. Sheila Mae Montecillo
29. Mr. Victoriano Novabos, Jr.
30. Mr. Victoriano Moral
31. Mrs. Catalina Avila
32. Mrs. Clover Redula
33. Mr. Glicerio Camongay
34. Mrs. Jocelyn Pacaldo
35. Mrs. Judilyn Suquib
36. Mr. Abegail Villamor
37. Mrs. Josephine Villarin
38. Mrs. Prescilla Cacanog
39. Mrs. Raquel Acebedo
40. Mr. Joel Mondelo
41. Mrs. Janely Lima
42. Mr. Niño Anthony Dugho

Management Staff	Team	Section	Session Room
Dr. Novie Mangubat/Dr. Corazon Pumar	1	1	Pavilion 1
Dr. Mary Ann Flores	1	2	Pavilion 2
Mrs. Nenita Jaralve/Dr. Pamela Rodemio	2	3	Executive Conference 1
Mrs. Jane Gurrea/Mrs. Rosemary Oliverio	2	4	Executive Conference 2
Dr. Gerardo Mantos/Mrs. Juvimar Montolo	1	5	New Dining 1
Mrs. Rosanna Godinez	1	6	New Dining 2
Mrs. Glenna Plarisan	1	7	Molave 1
Dr. Gladys Balagtas	1	8	Kamagong
Mr. Ronil Manayon	2	9	Narra 1
Mrs. Virginia Cayon	2	10	Narra 2
Mrs. Hermogena Miranda	2	11	Yakal
Mrs. Araceli Cabahug/	2	12	Annex Dining
Mrs. Evelyn Balang	QAME		
Mrs. Maria Elena Paras	ICT		

**LIVE- IN MASS TRAINING OF GRADE 4 TEACHERS ON THE K TO 12 BASIC EDUCATION PROGRAM
(BATCH 1) MAY 10-16, 2015/ (BATCH 2) MAY 17-23, 2015**

SECTION	DAY 0	TIME	Day 1 (May 11)	Day 2 (May 12)	Day 3 (May 13)	Day 4 (May 14)	Day 5 (May 15)	Day 6 (May 16)	Officer of the Day	Process Observer	Documenter
1 & 2	1:00-3:00) REGISTRATION	8:00-12:00 1:00-6:00	English GARUCHA Filipino CACANOG	Science MONTOLO Math RODEMIO	AP SUQUIB PE TRINIDAD	HAM R. SOLIS HAM ALBARAN	EPP NOVABOS ESP PACALDO	(8:00-10:30) ASSESSMENT	Cobrado Garucha	Quaimco Toong	Acabedo Salvador
5	(3:00-5:00) OPENING PROGRAM & ORIENTATION TO K TO 12 BEP	8:00-12:00 1:00-6:00	Science MONTOLO Math RODEMIO	AP PRESILLAS PE UMBAY	HAM MONTECILLO HAM F.SOLIS,LUCERO	EPP MORAL ESP PACALDO	English BORGONIA Filipino ACEBEDO			Umbay Borgonia	Pacaldo Moral
6		8:00-12:00 1:00-6:00	AP SOCO PE MONDELO	HAM R. SOLIS HAM ALBARAN	EPP ALFEREZ ESP PACALDO	English SALVADOR Filipino COBRADO	Science ESMERO Math BANCOG	(10:30-12:00) CLOSING	Camongay Soco	Alferez R. Solis	Mondelo Albaran
7		8:00-12:00 1:00-6:00	HAM LIMA, ARNEJO HAM MANINGO	EPP OSORES ESP CAMONGAY	English BORGONIA Filipino MILA	Science ESMERO Math BANCOG	AP VILLAMOR PE TRINIDAD		Maningo Osore	Dela Torr Villamor	Trinidad Lima
8		8:00-12:00 1:00-6:00	EPP NOVABOS ESP CAMONGAY	English TOONG Filipino OCAMPO	Science MONTOLO Math RODEMIO	AP SUMAGANG PE MONDELO	HAM MONTECILLO HAM F SOLIS, LUCERO		Ocampo Lucero	F Solis Novabos	Mondelo Montecill

TEAM 1

**LIVE- IN MASS TRAINING OF GRADE 4 TEACHERS ON THE K TO 12 BASIC EDUCATION PROGRAM
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SEC TION	DAY 0	TIME	Day 1 (May 11)	Day 2 (May 12)	Day 3 (May 13)	Day 4 (May 14)	Day 5 (May 15)	Day 6 (May 16)	Officer of the Day	Process Observer	Documenter
TEAM 2											
3 & 4	1:00-3:00) REGISTRA- TION	8:00-12:00 1:00-6:00	English GEALON Filipino COBRADO	Science ESMERO Math BANCOG	AP SOCO PE UMBAY	HAM HAM	EPP MORAL ESP PACALDO		Bancog Gealon	Esmero R Solis	Manguilimotan Novabos
9	(3:00-5:00) OPENING PROGRAM & ORIENT- ATION TO K TO 12 BEP	8:00-12:00 1:00-6:00	Math RODEMIO Science MONTOLO	AP VILLAMOR PE MONDELO	HAM R. SOLIS HAM ALBARAN	EPP ALFEREZ ESP CAMONGAY	English GEALON Filipino MILLA	(8:00- 10:30) ASSESS- MENT	Albaran Villamor	Suquib Redulla	Acebedo F Solis
10		8:00-12:00 1:00-6:00	AP SUMAGANG PE TRINIDAD	HAM LIMA, MANINGO HAM ARNEJO	EPP MORAL ESP CAMONGAY	English TOONG Filipino OCAMPO	Science TORRE Math MANGUILIMOTAN	(10:30- 12:00) CLOSING	Arnejo Torre	Ocampo Lima	Presillas Sumagang
11		8:00-12:00 1:00-6:00	HAM MONTECILLO HAM SOLIS, LUCERO	EPP NOVABOS ESP VILLARIN	English GARUCHA Filipino CACANOG	Science TORRE Math MANGUILIMOTAN	AP SUQUIB PE MONDELO		Salvador Suquib	Borgonia Toong	Soco Cobrado
12		8:00-12:00 1:00-6:00	EPP OSORES ESP AVILLA	English SALVADOR Filipino ACEBEDO	Science TORRE Math MANGUILIMOTAN	AP PRESILLAS PE UMBAY	HAM R SOLIS HAM ALBARAN		Avila Cacanog	Arnejo Trinidad	Maningo Osore