



July 29, 2015

DIVISION MEMORANDUM
No. 468, s. 2015

**TRAINING OF TRAINERS AND FACILITATORS OF THE *BASA PILIPINAS*
LITERACY LEARNING ACTION CELLS (LAC) REFRESHER TRAINING**

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

1. This Office announces the conduct of the **Training of Trainers and Facilitators of the *Basa Pilipinas* Literacy Learning Action Cells (LAC) Refresher Training** at the St. Mark Hotel, Redemptorist Plaza, Camputhaw, Cebu City on August 4-5, 2015.
2. This training aims to assist participants in developing action steps on how to further strengthen and sustain LAC sessions for the K to 12 reading program.
3. Please refer to the attached List of Participants and LAC Refresher ToT Agenda.
4. Participants are expected to arrive at the venue on August 4, 2015 and check out on August 5, 2015. However, participants from Bantayan and Camotes Islands are expected to arrive on August 3, 2015. Participants are requested to bring their *Basa Pilipinas* LAC Facilitator's Guide (desk chart) to the venue.
5. Traveling, hotel accommodation, meals and snacks and other expenses relative thereto, shall be chargeable against **USAID *Basa Pilipinas* Funds**, subject to its availability and the usual accounting and auditing rules and regulations. First meal is morning snacks on day 1.
6. This Memorandum serves as participants' Authority to Travel.
7. Immediate dissemination of and compliance with this Memorandum is directed.

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

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**TRAINING OF TRAINERS AND FACILITATORS FOR THE *BASA PILIPINAS*
LITERACY LEARNING ACTION CELLS (LAC) REFRESHER TRAINING**

List of Participants

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|------------------------------|-------------------|-------------------------------|-----------------|
| 1. Dr. Novie Mangubat | - Division Office | 39. Mr. Artudio Lumapay | - Badian |
| 2. Dr. Pamela Rodemio | - Division Office | 40. Dr. Remedios Lupo | - Alcantara |
| 3. Mrs. Juvimar Montolo | - Division Office | 41. Dr. Ma. Elizabeth Quijano | - Ronda |
| 4. Mrs. Maria Elena Paras | - Division Office | 42. Dr. Minerva Zozobrado | - Dumanjug |
| 5. Dr. Mary Ann Flores | - Division Office | 43. Mr. Pedro Revilla, Jr. | - Dumanjug |
| 6. Mrs. Jane Gurrea | - Division Office | 44. Mr. John Jennis Trinidad | - Barili |
| 7. Mrs. Nenita Jaralve | - Division Office | 45. Mrs. Josephine dela Torre | - Barili |
| 8. Mrs. Evelyn Balang | - Division Office | 46. Mr. Glenn Nierre | - Boljoon |
| 9. Dr. Gerardo Mantos | - Division Office | 47. Mrs. Maxima Osoros | - Oslob |
| 10. Mr. Isaiash Wagas | - Division Office | 48. Mrs. Erlinda Gerodias | - Samboan |
| 11. Mrs. Araceli Cabahug | - Division Office | 49. Dr. Delia Alocillo | - Alegria |
| 12. Dr. Ronil Manayon | - Division Office | 50. Dr. Clover Redula | - Ginatilan |
| 13. Mrs. Rosemary Oliverio | - Division Office | 51. Mr. Vicente Tolomia | - Malabuyoc |
| 14. Dr. Corazon Pumar | - Division Office | 52. Mrs. Violeta Gonzaga | - Consolacion |
| 15. Dr. Gladys Balagtas | - Barili | 53. Mrs. Marites Toong | - Liloan |
| 16. Mrs. Virginia Cayon | - Oslob | 54. Mr. Richard Acaso | - Compostela |
| 17. Mrs. Rosanna Godinez | - Medellin | 55. Mr. Juan Yuson | - Carmen |
| 18. Dr. Omega Sol | - Catmon | 56. Mrs. Teresita Monisit | - Catmon |
| 19. Mrs. Chloe Garrucha | - Mardridejos | 57. Mrs. Marieber Pulvera | - Sogod |
| 20. Mr. Glicerio Camongay | - Liloan | 58. Dr. Corazon Mondelo | - Borbon |
| 21. Mrs. Doris Esmero | - Tuburan | 59. Mrs. Teresita Dorofio | - Tabogon |
| 22. Mrs. Gilda Bancog | - Tuburan | 60. Mr. Arnulfo Compuesto | - Bantayan |
| 23. Mrs. Imelda Gealon | - Argao | 61. Mrs. Annabelle Alob | - Bantayan |
| 24. Mrs. Celieta Yabo | - Santander | 62. Mrs. Marjorie Diñoso | - Santa Fe |
| 25. Mr. Danilo Manguilimotan | - Aloguinsan | 63. Mrs. Grace Pepito | - Poro |
| 26. Mrs. Anita Basalo | - Minglanilla | 64. Mrs. Dominga Cañete | - Pilar |
| 27. Mr. Ivo Adam Villordon | - Minglanilla | 65. Mrs. Mercedita Arquillano | - San Francisco |
| 28. Mr. Joel Umbay | - San Fernando | 66. Mrs. Erica Escorido | - Tudela |
| 29. Mrs. Cecilia Cartilla | - Sibonga | 67. Dr. Oscar Romanillos | - San Remigio |
| 30. Mrs. Florencia Labang | - Pinamungajan | 68. Mrs. Lani Arcilla | - San Remigio |
| 31. Mrs. Rena Managaytay | - Aloguinsan | 69. Mr. Tony Aplacador | - Daanbantayan |
| 32. Mrs. Catalina Avila | - Pinamungajan | 70. Mr. Pableo Tuling | - Daanbantayan |
| 33. Mrs. Jocelyn Pacaldo | - Argao | 71. Dr. Annaliza Mapula | - Tuburan |
| 34. Dr. Eduardo Lumayag | - Argao | 72. Mr. Teotimo Doña | - Tabuelan |
| 35. Mr. Beltran Aragon | - Dalaguete | 73. Mr. Christopher Piodos | - Balamban |
| 36. Mrs. Vicenta Geraldizo | - Dalaguete | 74. Mr. Eli Carmelotes | - Balamban |
| 37. Mr. Nicandro Anore | - Alcoy | 75. Mr. Eliseo Leones | - Asturias |
| 38. Mr. Felipe Baga | - Moalboal | 76. Mrs. Raquel Solis | - Cordova |



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FROM THE AMERICAN PEOPLE

Basa Pilipinas

In support of DepEd's National Reading Program

LAC Refresher DepEd TOT Agenda August 4-5, 2015

Day 1

7:30 – 8:00 am	Registration
8:00 – 8:20	Opening Program
8:20 – 8:40	Training Overview, Sharing of LAC Data Collection Findings, Objectives, and Mechanics
8:40 – 9:40	Session 1: Getting to Know the <i>Teacher Guides</i> , <i>Listening Stories</i> , and <i>Leveled Readers</i>
9:40 – 10:25	Session 2: Review and Assessment of Action Plan Implementation
10:25 – 10:35	Break
10:35 – 11:25	Session 3: Enhancing LAC Facilitation Skills
11:25 – 12:15 pm	Processing of the Role Play
12:15 – 1:00	Lunch
1:00 – 2:30	Session 4: Simulation Exercise: Facilitation Challenges
2:30 – 3:00	Conclusion and Deepening of Inputs
3:00 – 3:15	Insights, Meaningful Takeaways, Significant Learning
3:15 – 4:10	Session 5: Action Planning and FAQs
4:10 – 4:40	Closing Program
4:40 – 6:00	Debriefing (<i>for trainers and staff</i>)

Day 2

8:00 – 8:30 am	Registration
8:30 – 10:00 am	Discussion and Drafting of Answers to FAQs
10:00 – 12:00 pm	LAC Action Planning (<i>for school heads</i>) Discussion on LAC support and monitoring (<i>for supervisors</i>)
12:00 – 1:00	Lunch
1:00 – 3:00	Training Rollout Preparations (<i>per training team</i>)



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DepEd-USAID Basa Pilipinas

July 27, 2015

DR. ARDEN D. MONISIT

Schools Division Superintendent
Department of Education – Cebu Province Division
Sudlon, Lahug, Cebu City

Through: Dr. Mary Ann Flores, Education Program Supervisor/ Basa Coordinator

Dear Dr. Monisit:

Special greetings from Basa Pilipinas!

As part of DepED and Basa’s effort in providing technical assistance to our early grade teachers, we will be rolling out the Literacy Learning Action Cells (LAC) Refresher Training. The LAC Refresher Training will enable participants to develop action steps on how to further strengthen and sustain LAC sessions for the K to 12 reading program. Specifically, participants will

- share experiences and lessons learned from the rollout of the action plan;
- discuss effective strategies on classroom management and grouping pupils for effective literacy instruction; and
- enhance skills on facilitating LAC sessions.

A 2-day Training of Trainers (TOT) will be conducted prior to the 1-day rollout that will be conducted on-site. In consultation with your division supervisors headed by Dr. Mary Ann Flores, participants to the TOT are the previously engaged lead instructors and representatives from each of the 55 districts. We came up with the following dates for the TOT and rollout:

Group	Date	Venue
Training of Trainers	August 4-5, 2015	St. Mark Hotel Redemptorist Plaza, Camputhaw, Cebu City
On-site Rollouts	August 10-26, 2015	Various central schools/venues

Please see attached proposed clustering of participants with details on schedules and venues.

TOT participants are expected to arrive at the venue on August 4 except for those coming from Bantayan and Camotes, who are expected to arrive on August 3. Opening program starts at 8:00 AM for both TOT and rollout. First meal to be served is AM snacks on day 1. Please see attached training agenda for your reference.

Participants for both TOT and rollout will be requested to share their experiences on the previous LAC sessions conducted or attended. They are also requested to bring their Basa Pilipinas LAC Facilitator's Guide (deskchart).

Based from our previous training rollout experience, we would again ask for your approval for the assistance of your DepEd nurses and finance support staff for the rollout. We will only request for one DepED nurse for the TOT.

We hope for your consent in enjoining the districts and school heads to the said activity. Basa Pilipinas will shoulder the meals during the training and the transportation expenses incurred to and from the venue based on USAID and DepED guidelines and policies.

Respectfully yours,

MARCIAL A. SALVATIERRA
Chief of Party
Basa Pilipinas