



Republic of the Philippines

Department of Education

Region VII, Central Visayas

**DIVISION OF CEBU PROVINCE**

Sudlon, Lahug, Cebu City



**November 2, 2017**

**DIVISION MEMORANDUM**

No. 724, s. 2017

**DEPED-USAID'S BASA PILIPINAS TRAINING OF TRAINERS ON ENABLING EFFECTIVE LITERACY INSTRUCTION CYCLE 2**

**To: Assistant Superintendents  
Chiefs, CID and SGOD  
Division Supervisors/Coordinators  
District Supervisors/OICs  
Elementary School Heads**

1. This Office announces the conduct of the **DepEd-USAID's Basa Pilipinas Training of Trainers on Enabling Effective Literacy Instruction Cycle 2** on November 6-8, 2017 at Quest Hotel, Cebu City.
2. Please refer to the Enclosure for the List of Participants. School head participants are requested to review the Domains of Literacy for Kindergarten to Grade 3 and the 10 Day Instructional Sequence in Grades 1-3 MTB, Filipino and English before attending the training.
3. This activity aim to:
  - a. review key content on school heads' role in enabling effective literacy instruction;
  - b. clarify the formative and supportive nature of instructional supervision conversations and classroom observations;
  - c. walkthrough the steps in the proposed process for conducting classroom observations and instructional supervision conversations;
  - d. familiarize the use of a tablet-based literacy-focused classroom observation tool as an aid in conducting supportive instructional supervision conversations with early grades teachers; and
  - e. develop a calendar and plan of action for using the tablet-aided instructional supervision conversations and classroom observation cycle with Grades 1-3 teachers in SY 2017-2018.
4. Please take note of the following:
  - Arrival of participants is on day 1, except for participants from San Francisco, Cebu who are allowed to check in on day 0.
  - Registration starts at 7:30 AM on day 0 and check out is on day 3.
  - Arranged meals at the venue will start on day 1, AM snacks.
  - Bringing family member/s to the venue is not allowed.
  - Participants are responsible for their maintenance medicines and vitamins.

5. This is a live-in activity; thus, only round-trip transportation with boat, bus and taxi receipts as attachments shall be reimbursed.
6. Traveling, hotel accommodation, meals, snacks and other expenses relative thereto, shall be chargeable against **USAID Basa Pilipinas Funds**, subject to availability and the usual accounting and auditing rules and regulations.
7. This Memorandum serves as Authority to Travel.
8. Immediate dissemination of and compliance with this Memorandum is directed.

  
RHEA MARIA ANGTUD, Ed.D., CESO VI  
Schools Division Superintendent

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**DEPED-USAID'S BASA PILIPINAS TRAINING OF TRAINERS (TOT) ON ENABLING  
EFFECTIVE LITERACY INSTRUCTION CYCLE 2**

**Quest Hotel, Cebu City**

**November 6-8, 2017**

**LIST OF PARTICIPANTS**

1. Dr. Chona Redoble - Sibonga
2. Dr. Eva Casinillio - San Remigio 2
3. Mr. Artudio Lumapay - Alcantara
4. Mrs. Catalina Avila - Pinamungajan 1
5. Mr. Vicente Tolomia - Oslob
6. Mr. Jose Glenn Niere - Bojoon
7. Mr. Tony Aplacador - San Francisco
8. Mr. Joel Umbay - Minglanilla 1
9. Dr. Elizabeth Armamento - Barili 1
10. Dr. Gladys Balagtas - Barili 2
11. Mr. Danilo Manguilimotan - Minglanilla 2
12. Mrs. Mercedita Alvarado - Cordova
13. Mr. Ruben Verdida - Carmen CS
14. Mrs. Elizabeth Daculan - Asturias
15. Mrs. Annalee Salvador - San Remigio 2
16. Mrs. Raquel Acebedo - San Francisco
17. Mrs. Ma. Janeth Omambac - Minglanilla
18. Mrs. Pamela Andan - Ronda
19. Mrs. Luzviminda Bariquit - Minglanilla
20. Mrs. Raquel Solis - Cordova
21. Mrs. Vivian Maglasang - Tabuelan CS
22. Mrs. Josephine dela Torre - Barili 2
23. Mrs. Marivic Montejo - Argao 1
24. Mrs. Jennifer Artiaga - Catmon
25. Mr. John Jennis Trinidad - Barili 2
26. Mrs. Imelda Gealon - Argao 2
27. Mrs. Luthgarda Borgonia - Balamban 2
28. Mrs. Lorna Soco - Consolacion
29. Mrs. Josephine Villarin - Pinamungajan 1
30. Mrs. Maxima Osore - Oslob
31. Mrs. Maria Elena Paras - Division Office
32. Dr. Pamela Rodemio - Division Office
33. Mrs. Araceli Cabahug - Division Office
34. Mrs. Juvimar Montolo - Division Office
35. Mrs. Jane Gurrea - Division Office
36. Dr. Novie Mangubat - Division Office
37. ASDS Ester Futralan - Division Office
38. ASDS Roseller Gelig - Division Office