

Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Building, Sudlon, Lahug, Cebu City

April 25, 2018

DIVISION MEMORANDUM

No. 281, S. 2018

DIVISION TRAINING OF TRAINERS ON THE UTILIZATION OF THE MULTI-FACTORED ASSESSMENT TOOL (MFAT)

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

1. This Office announces the conduct of the **Division Training of Trainers on the Utilization of the Multi-Factored Assessment Tool (MFAT)** on **May 7 to 9, 2018**. Venue will be announced later through a Division Memorandum.
2. This activity aims to orient and train the participants on the utilization of the MFAT. They shall become District Trainers during the Roll Out on the Utilization of MFAT to all Grade 1 teachers during the District Summer In-Service Trainings (INSET).
2. Participants to this training are:
 - a. Two (2) Grade 1 teachers (preferably from 2 different schools)
 - b. Three (3) School Heads
3. District Supervisors are directed to identify the participants in his/her district and to email the names of the participants to maria_3lena@yahoo.com not later than April 30, 2018.
3. Inasmuch as there are already school heads and Grade 1 teachers who were already trained during the Regional Training, some Districts are to send 3 or 4 participants only. Please refer to the attached sheets for the number of participants per district and the List of Trainers.
4. Participants are hereby directed to report to the venue on or before 8:00 AM on May 7, 2018. First meal will be morning snacks. Opening program will start at 8:30 AM.
3. A registration of **Php 4,500.00** shall be collected from each participant to defray expenses for board and lodging. Participants' registration fee, travelling and other incidental expenses that may be incurred relative to the conduct of this activity shall be chargeable against **school MOOE/SEF/PTA funds**, while registration fee of Trainers shall be chargeable against **Division funds**, subject to the usual accounting and auditing rules and regulations.
5. This Memorandum serves as **Authority to Travel**.
6. Immediate dissemination of and compliance with this Memorandum is directed.


RHEA MAR A. ANGTUD, Ed.D., CESO VI
Schools Division Superintendent

DIVISION TRAINING OF TRAINERS ON THE UTILIZATION OF MFAT
May 7 to 9, 2018

LIST OF TRAINERS

NAMES	POSITION	DISTRICT/OFFICE
Maria Elena T. Paras	Education Program Supervisor	Division Office
Monaliza Pardo	Principal	Minglanilla 1
Angelie Guangco	Principal	San Fernando
Jovencia Sanchez	Principal	Argao 1
Jasmin Gella	Principal	Argao 2
Gresilda Bustamante	Principal	Dalagete1
John Jennis Trinidad	Principal	Barili 1
Roselle Macias	Principal	Aloguinsan
Luthgarda Borgonia	Principal	Balamban 1
Analee Salvador	Principal	San Remigio 2
Chloe Garrucha	Principal	Bantayan 1
Imelda Gelaon	Principal	Argao 2
Roquito Uraca	Principal	Boljoon

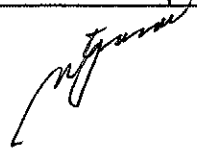


DIVISION TRAINING OF TRAINERS ON THE UTILIZATION OF MFAT

May 7 to 9, 2018

No. of Participants Per District

No.	District	No. of Expected Participants	Trained	To be Trained
1	Minglanilla 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
2	Minglanilla 2	4	1 Principal	2 Gr.1 teachers and 2 School Heads
3	San Fernando	4	1 Principal	2 Gr.1 teachers and 2 School Heads
4	Sibonga	4	1 Gr. 1 teacher	1 Gr. 1 teacher and 3 School Heads
5	Argao 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
6	Argao 2	3	2 Principals	2 Gr. 1 teachers and 1 School Head
7	Dalaguete 1	3	2 Principals	2 Gr. 1 teachers and 1 School Head
8	Dalaguete 2	5	None	2 Gr. 1 teachers and 3 School Heads
9	Alcoy	5	None	2 Gr. 1 teachers and 3 School Heads
10	Boljoon	4	1 Gr. 1 teacher	1 Gr. 1 teacher and 3 School Heads
11	Oslob	4	1 Principal	2 Gr.1 teachers and 2 School Heads
12	Santander	4	1 Principal	2 Gr.1 teachers and 2 School Heads
13	Samboan	4	1 Principal	2 Gr.1 teachers and 2 School Heads
14	Ginatilan	4	1 Principal	2 Gr.1 teachers and 2 School Heads
15	Malabuyoc	4	1 Principal	2 Gr.1 teachers and 2 School Heads
16	Alegria	4	1 Principal	2 Gr.1 teachers and 2 School Heads
17	Badian	4	1 Gr. 1 teacher	1 Gr. 1 teacher and 3 School Heads
18	Moalboal	4	1 Gr. 1 teacher	1 Gr. 1 teacher and 3 School Heads
19	Alcantara	4	1 Gr. 1 teacher	1 Gr. 1 teacher and 3 School Heads
20	Ronda	4	1 Principal	2 Gr.1 teachers and 2 School Heads
21	Dumanjug 1	5	None	2 Gr. 1 teachers and 3 School Heads
22	Dumanjug 2	5	None	2 Gr. 1 teachers and 3 School Heads
23	Barili 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
24	Barili 2	3	1 Principal and 1 Gr 1 teacher	1 Gr. 1 teacher and 2 School Heads
25	Aloguinsan	4	1 Principal	2 Gr.1 teachers and 2 School Heads
26	Pinamungajan 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
27	Pinamungajan 2	5	None	2 Gr. 1 teachers and 3 School Heads
28	Balamban 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
29	Balamban 2	4	1 Principal	2 Gr.1 teachers and 2 School Heads
30	Asturias	4	1 Principal	2 Gr.1 teachers and 2 School Heads
31	Tuburan 1	5	None	2 Gr. 1 teachers and 3 School Heads
32	Tuburan 2	5	None	2 Gr. 1 teachers and 3 School Heads
33	Tabuelan	4	1 Principal	2 Gr.1 teachers and 2 School Heads
34	San Remigio 1	5	None	2 Gr. 1 teachers and 3 School Heads
35	San Remigio 2	4	1 Principal	2 Gr.1 teachers and 2 School Heads



No.	District	No. of Expected Participants	Trained	To be Trained
37	Daanbantayan 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
38	Daanbantayan 2	5	None	2 Gr. 1 teachers and 3 School Heads
39	Santa FE	4	1 Principal	2 Gr.1 teachers and 2 School Heads
40	Bantayan 1	4	1 Principal	2 Gr.1 teachers and 2 School Heads
41	Bantayan 2	5	PSDS	2 Gr. 1 teachers and 3 School Heads
42	Madridejos	4	1 Principal	2 Gr.1 teachers and 2 School Heads
43	Tabogon	5	None	2 Gr. 1 teachers and 3 School Heads
44	Borbon	5	None	2 Gr. 1 teachers and 3 School Heads
45	Sogod	5	None	2 Gr. 1 teachers and 3 School Heads
46	Catmon	5	None	2 Gr. 1 teachers and 3 School Heads
47	Carmen	4	1 Principal	2 Gr.1 teachers and 2 School Heads
48	Compostela	4	1 Principal	2 Gr.1 teachers and 2 School Heads
49	Liloan	4	1 Principal	2 Gr.1 teachers and 2 School Heads
50	Consolacion	4	1 Principal	2 Gr.1 teachers and 2 School Heads
51	Cordova	4	1 Principal	2 Gr.1 teachers and 2 School Heads
52	San Francisco	4	1 Principal	2 Gr.1 teachers and 2 School Heads
53	Poro	5	PSDS	2 Gr. 1 teachers and 3 School Heads
54	Tudela	4	1 Principal	2 Gr.1 teachers and 2 School Heads
55	Pilar	5	PSDS	2 Gr. 1 teachers and 3 School Heads



DIVISION TRAINING OF TRAINERS ON THE UTILIZATION OF THE MULTI-FACTORED ASSESSMENT TOOL

May 7 to 9, 2018

**TRAINING MATRIX
Clusters 1 and 3**

TIME	DAY 1		TIME	DAY 2		TIME	DAY 3	
	ACTIVITY/TOPIC			ACTIVITY/TOPIC			ACTIVITY/TOPIC	
7:30 - 9:00	Registration		7:30 - 9:00	MOL		7:30 - 9:00	MOL	
9:00 - 10:00	Opening Program		8:00 - 10:00	My Daily Routine		8:00 - 10:00	Treasure Box	
10:00 - 12:00	Overview of the Multi-Factored Assessment Tool		10:00 - 12:00	Work of Hands		10:00 - 12:00	Simulation	
12:00 - 1:00	LUNCH BREAK		12:00 - 1:00	LUNCH BREAK		12:00 - 1:00	LUNCH BREAK	
1:00 - 3:00	Let's Talk		1:00 - 3:00	Let's Get Physical		1:00 - 3:00	District Action Planning	
3:00 - 5:00	Wether Weather		3:00 - 5:00	Facilitation Skills		3:00 - 5:00	Closing Program	
Emcee/OD/ Documenter	Jasmin Gella & Gresilda Bustamante			Analee Salvador & Roquito Uraca			Analee Salvador & Gresilda Bustamante	
Resource Manager	Analee Salvador & Roquito Uraca			Jasmin Gella & Gresilda Bustamante			Jasmin Gella & Roquito Uraca	
Cluster	C1 - Imelda Gealon							
Managers	C3 - Chloe Garrucha							
Training Manager	Maria Elena T. Paras			Maria Elena T. Paras			Maria Elena T. Paras	
	Overview of MFAT - Ma. Elena T. Paras							
	Let's Talk - Luthgarda Borgonia			Let's Get Physical - John Jennis Trinidad			Facilitation Skills - Angelle Guangco	
	Analee Salvador			Roselle Macias			Imelda Gealon	
	Wether Weather - Monaliza Pardillo			Work of Hands - John Jennis Trinidad				
	Jovencia Sanchez			Roselle Macias				
	My Daily Routine - Jasmin Gella			Treasure Box - Chloe Garrucha				
	Gresilda Bustamante			Roquito Uraca				

DIVISION TRAINING OF TRAINERS ON THE UTILIZATION OF THE MULTI-FACTORED ASSESSMENT TOOL

May 7 to 9, 2018

**TRAINING MATRIX
Clusters 2 and 4**

DAY 1		DAY 2		DAY 3	
TIME	ACTIVITY/TOPIC	TIME	ACTIVITY/TOPIC	TIME	ACTIVITY/TOPIC
7:30 - 9:00	Registration	7:30 - 9:00	MOL	7:30 - 9:00	MOL
9:00 - 10:00	Opening Program	8:00 - 10:00	My Daily Routine	8:00 - 10:00	Treasure Box
10:00 - 12:00	Overview of the Multi-Factored Assessment Tool	10:00 - 12:00	Work of Hands	10:00 - 12:00	Simulation
12:00 - 1:00	LUNCH BREAK	12:00 - 1:00	LUNCH BREAK	12:00 - 1:00	LUNCH BREAK
1:00 - 3:00	Let's Talk	1:00 - 3:00	Let's Get Physical	1:00 - 3:00	District Action Planning
3:00 - 5:00	Wether Weather	3:00 - 5:00	Facilitation Skills	3:00 - 5:00	Closing Program

Emcee/OD/ Documenter	Monaliza Pardillo & Roselle Macias		John Jennis Trinidad & Jovencia Sanchez	Monaliza Pardillo & Roselle Macias	John Jennis Trinidad & Roselle Macias
Resource Manager	John Jennis Trinidad & Jovencia Sanchez		John Jennis Trinidad & Jovencia Sanchez	Monaliza Pardillo & Roselle Macias	John Jennis Trinidad & Roselle Macias
Cluster	C2 -Lurthgarda Borgonia				
Managers	C4 - Angelle Guangco				
Training Manager	Maria Elena T. Paras		Maria Elena T. Paras		Maria Elena T. Paras
	Overview of MFAT- Ma. Elena T. Paras				
	Let's Talk - Lurthgarda Borgonia		Let's Get Physical - John Jennis Trinidad		Facilitation Skills - Angelle Guangco
	Analee Salvador		Roselle Macias		Imelda Gealon
	Wether Weather - Monaliza Pardillo		Work of Hands - John Jennis Trinidad		
	Jovencia Sanchez		Roselle Macias		
	My Daily Routine - Jasmin Gella		Treasure Box - Chloe Garrucha		
	Gresilda Bustamante		Roquito Uraca		