



Department of Education  
Region X- Northern Mindanao

**DIVISION OF MALAYBALAY CITY**

Cor. Don Carlos and Guingona Sts., Malaybalay City



126  
DepEd-MALAYBALAY CITY DIVISION

RELEASED

Date: 11/14/13 Time: 4:37 PM  
By: [Signature]

**MEMORANDUM TO :**

- Armand Anthony Valde - Principal I , Dapulan ES
- Leny G. Ama - Principal I, BCT ES
- Genevieve Perino - HT , Kilap agan ES
- Liza G. Balintongog - Principal I, Sawaga ES
- Mercidita Antonio - Master Teacher II , Sumpang ES
- Chelo Mortera - Master Teacher I, Barangay 9 ES
- Jennifer Maandig - Teacher III, Kalasungay Central School

**Thru :**

**Mr. Benjamin Macario**  
PSDS, Central District

**Mr. Teofilo Ontoy**  
District Caretaker, Principal II North

**Mr. Lorenzo O. Capacio**  
PSDS, South District

**Mr. Aurelio A. Tianduca**  
PSDS East District

**Mr. Noel Tan Nery**  
PSDS, West District

From :  **PARISO LORONG**  
OIC the Office of the Schools Division Superintendent

Date : November 14, 2013

Re : CLUSTER THREE DAY TRAINING WORKSHOP FOR EDUCATION PROGRAM  
SUPERVISORS, DISTRICT SUPERVISORS/SCHOOL HEADS AND TEACHERS

Pursuant to the unnumbered Regional Memorandum dated October 31, 2013 the above mentioned are directed to attend the Cluster Three Day Training Workshop for Education Program Supervisors, District Supervisors/School Heads and Teachers for Elementary Science on November 21 - 23, 2013 at RELC, Lapasan, Cagayan de Oro City.

Travelling and other incidental expenses are chargeable against local funds while Board and Lodging are chargeable against School Based Management funds subject to the usual accounting and auditing policies, rules and regulations.

For information and compliance.

To be indicated in the perpetual Index  
Under the following subjects:

- Curriculum
- Trainings
- Teachers
- Schools Administrators
- Education

alo/ELO



Republic of the Philippines  
Department of Education  
**REGION X - NORTHERN MINDANAO**  
Gregorio A. Palaez, Sr. Memorial Sports Center  
Velaz St., Cagayan de Oro City



**REGIONAL MEMORANDUM**

**TO: SCHOOLS DIVISION SUPERINTENDENTS  
THIS REGION**

*IR*  
**FROM: INGRID G. RACOMA Ph. D. CESO V  
SCHOOLS DIVISION SUPERINTENDENT  
OIC/OFFICE OF THE REGIONAL DIRECTOR**

**SUBJECT: CLUSTER THREE-DAY TRAINING WORKSHOP FOR EDUCATION  
PROGRAM SUPERVISORS, DISTRICT SUPERVISORS, SCHOOL HEADS  
AND TEACHERS FOR ELEMENTARY SCIENCE ✓**

**DATE: OCTOBER 31, 2013**

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Please be informed that Region X will be conducting the cluster three-day Training workshop for Education Program Supervisors, district Supervisors Schools Heads and Teachers for Elementary Science on November 21-23, 2013 for Batch 1 and December 5-7, 2013 for Batch 2 at Regional Education Learning Center (RELC) Lapasan Cagayan, de Oro City.

At the end of the workshop, the participants will be able to :

1. Enhance and develop the scientific knowledge through activities, critical thinking, analyzing information and developed an instructional materials that will enhanced learning specially on the least learned skills that will be used by our teachers.
2. Provide an opportunities for trainers to understand and become part of the larger Scientific community; and
3. Commit to strive for excellence in undertaking scientific activities.

Participants to this training are Division Education Program Supervisors, District Supervisors, Teachers and School Administrators. Distribution of participants are found in enclosure number 2 and matrix for enclosure number 1.

Travelling and other incidental expenses are chargeable against local funds while Board and lodging are chargeable against School Based Management funds; Subject to policies, rules and regulations and auditing procedure.

Wide and immediate dissemination of this Memorandum is desired.

End:

As stated

Reference:

National Test Results sy 2012-2013

To be indicated in the perpetual index under the following subjects:

CURRICULUM

TRAININGS

SCHOOL ADMINISTRATORS

TEACHERS

## TRAINING MATRIX

DAY 0	DAY 1	DAY 2	DAY 3
	7:30-8:00am- registration of participants	8:00am- 8:30am unfreezing activity  8:30am- 10:30am- Differentiate physical from chemical changes/process by giving example  10:30am- 12:00nn -Present through a diagram the feeding interrelationship among living organisms.  12:00- 1:00pm - lunch break	8:00am- 8:30am- unfreezing activity and wrap up  8:30am- 10:30am- Identify parts of the urinary system and their function using the diagram  10;30am- 12:00nn- Describe the different kinds of plants.  12:00-12:0nn-lunc break 12:30nn- 1:00pm finalization of the plan
Arrival of participants	8:00- 9:00am- Opening Program	1:00pm- 2:30pm Describe characteristics of the earth's interior layers	-1:00pm- 3:00pm presentation of action plan
	9;00-9:15 break	2;30pm- 5:00pm- Explain the effects of change in materials on health and the environment	3:00pm- 4:00pm - closing Program
	9:15am- 10;15am- Identify energy forms and their uses 10:15- 12:00nn- Describe characteristics of stars and how	5;00pm-6;00pm -- dinner 7:00pm-8:00pm-- planning time	5:00pm HOME SWEET HOME

	<p>group of stars are useful to people.</p> <p>12:00-1;00pm – lunch break</p> <p>1:00pm – 3:00pm- Explain how the respiratory systems work</p> <p>3:00pm – 5:00pm – Identify parts of the urinary system and their function using the diagram.</p> <p>5:00-6:00pm - dinner</p>		

BATCH I

DIVISION	GRADE III	GRADE VI	total	Grand Total
1. BUKIDNON	SCHOOL HEADS/PSDS -----4 MASTERS- 2	SCHOOL HEADS/PSDS-4 MASTER TCHRS- ----2	12	12
2. Cagayan de Oro City	School heads- /PSDS - 2 Master Teachers - 2	SCHOOL HEADS/PSDS-- - 2 MASTER TEACHER- 2	8	8
3. Valencia city	School heads- /PSDS- 1 Master Teacher - 1	School Heads/PSDS-2 MasterTeacher- 2	6	6
4. Iligan City	School Heads- /PSDS -2 Master Teacher - 2	School Heads/PSDS-2 Master Teacher- 2	8	8
5. Misamis Oriental	School Heads/PSDS-4 Master Teacher -2	School Heads/PSDS-4 Master Teachers - 2	12	12
6. Malaybalay City	School Heads/PSDS-2 Master Teacher - 2	School Heads/PSDS-2 Master Teacher-1	7	7
7. EPS /SCIENCE				
Grand Total			1/Division	7  60

**BATCH -2-DISTRIBUTION OF PARTICIPANTS**

	GRADE -III	GRADE V1	Grand Total
1. Camiguin	School Heads/PSDS- 1 Master Teachers- 1	School Heads/PSDS- 1 Master Teacher- 2	5
2. El Salvador City	School Heads/PSDS- 1 Master Teachers- 1	School Heads/PSDS- 1 Master Teacher- 2	5
3. Gingoog City Division	School Heads- 2 Master Teachers- 1	School Heads/PSDS-1 Master Teacher -1	5
4. Misamis Occidental	School Heads/PSDS- 4 Master Teachers- 2	School Heads /PSDS- 4 Master teachers- 2	12
5. Oroquieta City	School Heads/PSDS- 1 Master Teachers- 1	School Heads- 1 Master Teachers- 2	5
6. Ozamiz City	School Heads- 2 Master Teachers - 1	School Heads- 2 Master Teachers- 2	7
7. Tangub City	SCHL.HEADS-1 MASTER TCHR-2	School Heads- 2 Master Teachers-2	7
8. LANA DEL NORTE	SCHL.HEADS- 2 MASTER TCHR. 2	SCHL. HEADS- 2 MASTER TCHR-2	8
9. EPS/SCIENCE		1/DIVISION	7
<b>Grand Total</b>			<b>60</b>