



Department of Education
Region X-Northern Mindanao
DIVISION OF MALAYBALAY CITY

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Deped-MALAYBALAY CITY DIVISION

RELEASED

Date: 10/17/14 Time: 9:30 AM
By: Asombelle



October 14, 2014

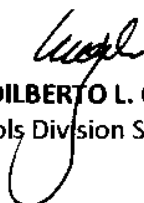
DIVISION MEMORANDUM

No. 296 s. 2014

**Division Echo Training-Workshop on Teaching English
Communication Skills Development**

TO: Education Program Supervisors
Public Schools District Supervisors
Elementary School Heads
This Division

1. This Division shall conduct a Division Echo Training-Workshop on Teaching English Communication Skills Development on November 24-25, 2014 the venue to be announced later.
2. The training targets to achieve the following objectives:
 - a. Enhance participants' skills in the use of English Language in teaching-learning process;
 - b. Provide sample strategies in teaching English; and
 - c. Revisit skills in the preparation of Table of Specifications and Test Construction.
3. Participants to this training-workshop are Elementary School Heads and preferably Master Teachers and or Teachers teaching English in Grades IV, V and VI. For the distribution of number of participants per district see attached additional sheet.
4. Meals and snacks are chargeable against Human Resource Training Development-Division Office (HRTD-DO) Funds while travel expenses of all participants shall be charged against local funds subject to the usual accounting and auditing policies, rules and regulations.
5. For guidance and compliance.


EDILBERTO L. OPLENARIA
Schools Division Superintendent

Attachment A:

DISTRIBUTION OF PARTICIPANTS PER DISTRICT

DISTRICT	Number of Participants		
	School Heads	MT/Teacher Teaching English in Grades IV, V and or VI	TOTAL
1. Malaybalay City Central District	6	12	19
2. Malaybalay City East District	8	12	21
3. Malaybalay City Far East District	5	12	18
4. Malaybalay City North District	9	12	22
5. Malaybalay City South District	8	12	21
6. Malaybalay City West District	8	12	21
TOTAL	44	72	122
EPS			11
PSDS			6
Facilitators			6
SDS			1
Grand Total			140