

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

Sayre Highway, Purok 6, Casisang, Malaybalay City
Telefax: 088 - 314 - 0094 email: depedmalaybalay@gmail.com



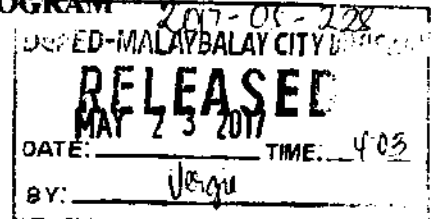
May 22, 2017

DIVISION MEMORANDUM

No. 248 s. 2017

**DIVISION MASS TRAINING OF GRADE VI TEACHERS OF THE
K TO 12 BASIC EDUCATION PROGRAM**

To: Chief Education Supervisor and Staff, CID and SGOD
Public Elementary School Heads
Public Grade VI Teachers
This Division



1. Pursuant to DepEd Memorandum No.18, s. 2017 re: Grade VI National Training of Trainers (NTOT) and Mass Training of Teachers (MTOT) for the K to 12 Basic Education Program, this office will conduct a Division Mass Training of K to 12 Grade 6 Teachers on May 25-31, 2017 at Hotel Conchita, Guillermo-Yacapin St., Cagayan de Oro City.
2. The Mass Training of Teachers (MTOT) intends to provide teachers with concrete understanding of the curriculum framework, learning standards and competencies, pedagogy, teaching plans and assessment.
3. The participants in this activity are permanent or regular teachers handling Grade 6 subjects in all public elementary schools identified by the division office in enclosure no. 1 and enclosure no. 2 is the Technical Working Committee.
4. Travel expenses of teachers, trainers and management staff shall be charged to local funds, subject to the usual accounting and auditing rules and regulations.
5. Participation to this training shall entitle participants and trainers to service credits in accordance with DepEd Order No.53, s.2003 entitled Updated Guidelines on Grant of Vacation Service credits to teachers and DepEd Order No.19,s.2011 entitled Granting of Vacation Service Credits to Teachers Implementing Dropout Reduction Program (DORP) and Open High School Program (OHSP). On the other hand, non - teaching staff shall be provided with Compensatory Time - Off (CTO) per Civil Circular No.2, s. 2004 on Non- Monetary Remuneration for Overtime Service Rendered.
6. Immediate dissemination of this Memorandum is desired.


EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent

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TO BE POSTED IN THE WEBSITE

Enclosure No. 1 to Div. Memo No. ____s. 2017



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Michelle Jane C. Galamiton			
Erwin P. Cabucos	Balangbang ES		
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Rita M. Behiga			
Merlisa A. Ravina	Cabangahan ES		
Jovelyn P. Ragmac			
Leni M. Tadas	Magsaysay ES		
Jacky Lou E. Bucio			
Deuane Amor B. Magan	Mapayag ES		
Emmalyn L. Kinontao	Bendolan ES		



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Malaybalay*



**TECHNICAL WORKING GROUP FOR THE CONDUCT OF THE DIVISION MASS
TRAINING OF GRADE 6 TEACHERS ON THE K 12 BASIC EDUCATION PROGRAM**

Over All Chairman: Lorenzo O. Capacio, EdD Co-Chairman : FERDINAND V. MORTERA, SEPS- HRD		
SUB COMMITTEES	RESPONSIBLE PERSON/IN-CHARGE	DUTIES/ FUNCTIONS
FACILITATORS	Chairman: Ferdinand V. Mortera Co. Chair: Ma. Concepcion S. Reyes	<ul style="list-style-type: none"> • Prepare Training Design, PPMP & PR
HALL/ FOOD PREPARATION	Chairman: Julie Ann Blase Member: Paterno Padua Jr. Rosie A. Salupado	<ul style="list-style-type: none"> • Follow up venue, meals and Snacks, provision of drinking water, hotel accommodation, arrange tables and chairs, facilitate preparation of presidential table
PROGRAM (Opening & Closing)	Chairman : Paterno Padua Jr. Member: Ferdinand V. Mortera	<ul style="list-style-type: none"> • Prepare opening and closing program, certificate of : Participation, Recognition as Trainer, the Technical Working Group and Appearance, Draft Invitation for Speakers
TRAINING EVALUATION M & E	Chairman: Rosie A. Salupado Members: Paul John Arias Paterno A. Padua Jr. Maitelle B. Israel	<ul style="list-style-type: none"> • Evaluate, Consolidate and print results of the training evaluation, assist in the preparation of Narrative Report, assistant the adviser
ICT, BACKDROP, DOCUMENTATION	Chairman: Nyms M. Docdocil Member: Paterno Padua Jr. Ferdinand V. Mortera	<ul style="list-style-type: none"> • Prepare backdrop/tarp, take pictures, set up computers, Projectors and sound system, assist in the preparation of Narrative Report
Class Advisers	Chairman: Rachel R. Valde Co Chair: Cynthia R. Oplenaria Julie Ann Blase Arlie Leoncio	<ul style="list-style-type: none"> • Prepare and Secure attendance of participants, collect registration, roll call of participants, assist the speakers, record what went well and what needs to improve in the topics and prepare narrative report.



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DEPED MALAYBALAY CITY DIVISION
RELEASED
DATE MAY 23 2017 TIME: 4:03
BY: Uguy

TRAVEL ORDER

No. 422

TO:

PARTICIPANTS	SCHOOL	PARTICIPANTS	SCHOOL
Arlie Leoncio	Langasihan ES		
May Rose B. Tulang	Dalwangan ES	Laura A. Rivera	Bangcud CS
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Bonifacio M. Palo			

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Emmalyn L. Kinontao	Bendolan ES	Virgilin R. Pizarro	
Benjamin M. Buhawe		Maitelle B. Israel	
Nyms M. Docdocil		Paterno T. Padua Jr.	
Paul John P. Arias			

Departure: May 25, 2017

Return: June 1, 2017

Destination: Hotel Conchita, Guillermo-Yacapin St., Cagayan de Oro City.

Purpose: To attend in the Division Mass Training of Grade 6 Teachers of the K to Basic Education Program on May 25-31, 2017 at Hotel Conchita, Guillermo-Yacapin St., Cagayan de Oro City.

Remarks: Travel is authorized and granted official.

Approved:

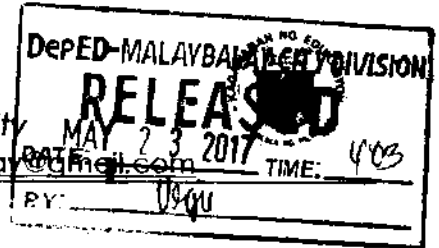

EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent



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FROM:  EDILBERTO L. OPLENARIA, CESO VI
Schools Division Superintendent

Date: May 22, 2017

Subject: **DIVISION MASS TRAINING OF GRADE 6 TEACHERS OF THE K TO 12 BASIC EDUCATION PROGRAM**

You are hereby directed to attend in the Division Mass Training of Grade 6 Teachers of the K to Basic Education Program on May 25-31, 2017 at Hotel Conchita, Guillermo-Yacapin St., Cagayan de Oro City.

For compliance.