

Republic of the Philippines

Bepartment of Coucation

REGION X - NORTHERN MINDANAO DIVISION OF MALAYBALAY CITY

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DIV	ISION	MEMORA	N.	DUM
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TO

Assistant Schools Division Superintendent

Chief Education Supervisors and Staff, CID

Concerned Public Elementary/Integrated School Heads

ALS Teachers

FROM

CHERRY MAE L. LIMBACO-REYES

Schools Division Superintendent

DATE

August 10, 2023

SUBJECT

CONDUCT OF LEARNING CIRCLES SERIES 4: ACTION

RESEARCH CAPABILITY BUILDING FOR ALS TEACHERS

- 1. In line with the ALS 2.0 Strategic Road Map 2019-2024, this Office will hereby conduct Learning Circles Series 4: ALS Action Research Capability Building on August 15-16, 2023 at Veranda, Malaybalay City, Bukidnon.
- 2. The training-workshop aims to:
 - a. Capacitate teachers on how to conduct action research
- b. propose intervention on common teaching-learning gaps through the conduct of action research.
- 3. Participants in this capability building are all regular ALS teachers in the Division. During the training, teachers are encouraged to bring their laptops, extension wires, and internet connection. Enclosed is the matrix of activity for the training.
- 4. Queries relative to this may be relayed to Jasmin J. Adriatico, Division ALS Focal Person or Gretchen V. Catane, Education Program Specialist in ALS.

TO BE POSTED IN THE WEBSITE

Enclosures: as stated



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City Telefax No.: 088-314-0094; Telephone No.: 088-813-1246

Email Address: malaybalay.city@deped.gov.ph





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Department of Education

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Enclosure 1 to Division Memorandum No.____

MATRIX OF ACTIVITIES

Date/Time	Activity	Person In-Charge
Day 1: August 15, 2023		
7:30 – 8:00 AM	Registration	Melojheane Basalo and Bryan Adam Salvidas
8:00 – 8:30 AM	Opening Program	
8:30 - 8:45 AM	Setting of Expectations	Ronnamie N. Palma
8:45 - 9:00 AM	Pre-test	Valyn Rose Q. Cabañelez
9:00 – 11:55 AM	Session 1: ALS Research Agenda	Gretchen V. Catane EPS II - ALS
12:00 - 1:00 PM	Lunch Break	
1:00 – 4:30 PM	Session 2: Quantitative Research Methodologies and Data Analysis	Dr. Richard Niño Salingay Master Teacher, BNHS
4:30 – 5:00 PM	Awarding of Certificate to the Speaker Synthesis	Ronnamie N. Palma
Day 2: August 16, 2023		
8:00 – 8:15 AM	MOL	
8:15 – 11:45 AM	Session 3: Qualitative Research Methodologies and Data Analysis	ТВА
11:45 – 12:00 AM	Awarding of Certificate to the Speaker	Sweet Danica Aque
12:00 – 1:00 PM	Lunch Break	
1:00 – 2:30 PM	Session 4: Research Evaluation	Ria K. Alquizar SEPS, Planning and Research
2:30 – 4:30 PM	Presentation of Outputs	
4:30 - 5:00 PM	Closing Program	



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TECHNICAL WORKING GROUP

Committee	Person-in-charge	Roles and Responsibilities
Consultants	Cherry Mae L. Limbaco-Reyes, SDS Aliena S. Dajay, ASDS Ralph T. Quirog, Chief ES-CID	
Over-all Steering Committee	Chair: Jasmin J. Adriatico Co-Chair: Gretchen V. Catane Members: Ethyl Jane B. Ligando	- Oversee the preparation and the conduct of the activity - Prepares memorandum for the activity - Guides and supervises the committees
Mobilization	Chair: Woodrow Wilson B. Merida Co-chair: Rex Dacanay	- Process activity design for approval - Monitors the implementation of the activity
Secretariat	Chair: Melojheane Basalo Co-Chair: Maricel Fabian	- Prepares attendance sheet - Take charge of the registration of participants of the training
Technical	Chair: Bryan Adam Salvidas Co-chair: Shyle Wiet Navarette	- Prepares slide decks for the program - Prepares preliminaries - Plays the AVP
Communication	Chair: Valyn Rose Cabañelez Co-chair: Recalyne B. Palmitos	- Prepares and distributes letter of invitation to speaker - Prepares certificates for the speakers and participants
Documentation	Chair: Sweet Danica Aque Co-chair: Karen Vie Gallosa	- Takes pictures during the activity - Organize and prepares narrative report of the activity
Logistics	Chair: Seven T. Ama Co-Chair: Jielfred B. Rusiana	- Prepares sound system, projector, and widescreen - Sets-up sound system
Hall Preparation	Chair: Norman Melendez	- Arranges chairs and tables and puts up tarpaulin in the venue
Monitoring and Evaluation	Chair: Edelina M. Ebora Co-Chair: Gladys Dublas	- Conducts monitoring and evaluation of the activity



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