



Republic of the Philippines
DEPARTMENT OF EDUCATION
Central Visayas, Region VII
TAGBILARAN CITY SCHOOLS DIVISION
City of Tagbilaran



May 6, 2015

DIVISION MEMORANDUM

No. 100 s. 2015

MASS TRAINING OF GRADE 4 TEACHERS ON THE K TO 12 BASIC EDUCATION PROGRAM

TO: Education Program Supervisors/Division Coordinators
Public Elementary and Secondary School Heads
Concerned Personnel

1. To ensure the effective implementation of the K to 12 Basic Education Program, the Department of Education (DepED), through the Bureau of Elementary Education (BEE), and in coordination with the Regional Office, will conduct the *Live-in Mass Training of Grade 4 Teachers in Tagbilaran City Division* on May 11 to 17, 2015 at Ladaga Inn, Dauis, Bohol.
2. The MTOT for Grade 4 intends to provide teachers with concrete understanding of the curriculum frameworks, learning standards and competencies, teaching plans and assessment. The Training Matrix, List of Participants and Responsibility Guide are contained in the enclosures.
3. Participants are reminded to:
 - 3.1. Register and check-in at 9:00 A.M. of May 11, 2015. The first meal is lunch on Day 0 and the last meal is lunch of May 17, 2015. Check-out will be 12:00 P.M. of May 17, 2015.
 - 3.2 Bring laptop and pocket/broadband stick and should be at the Plenary Session Hall at 1:30 PM.
4. DepED Memorandum No. 16, s. 2015 dated March 9, 2015 entitled "Grades 4 and 10 National Training of Trainers (NTOT) and Mass Training of Teachers (MTOT)" provides that participants and trainers in the NTOT and the MTOT shall be entitled to service credits in accordance with the provisions of DepEd Order No. 19, s. 2011 and DepEd Order No. 53, s. 2003 per CSC and DBM Joint Circular No. 2, s. 2004.
5. Travelling and other incidental expenses of participants shall be charged against the Human Resource Training and Development (HTRD) Funds, subject to the usual accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.


EVANGEL M. LUMINARIAS Ph.D., CESO V
Schools Division Superintendent 



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City of Tagbilaran



Training Manager	:	Dr. Elisea G. de la Torre
Resource Managers	:	Mrs. Estrella V. Calalin Mrs. Josephine A. Moreno
Process Observer/Documenters	:	Mrs. Lorelei G. Anore
Officer of the Day	:	Mrs. Estrella V. Calalin
• Opening Program		
❖ Prayer	:	Mrs. Amelita Suarez
❖ Philippine National Anthem Awit sa Bohol	:	Mrs. Maria Luisa Mencede
❖ Welcome Address & Presentation of Participants :	:	Dr. Elisea G. De la Torre
❖ Rationale / Mechanics	:	Mrs. Estrella V. Calalin
❖ Message	:	Dr. Evangel M. Luminarias
❖ Energizer	:	Mrs. Josephine A. MOreno
❖ Emcee	:	Mrs. Lorelei G. Anore
• Closing Program		
➤ Impression	:	Participants
➤ Distribution of Certificates	:	Dr. Evangel M. Luminarias Dr. Elisea G. De la Torre
➤ Prayer	:	Participant
• Committee		
✓ Registration	:	Mrs. Rosa De Lima Canda
✓ Certificates	:	Mrs. Estrella V. Calalin
✓ Venue	:	Mrs. Josephine A. Moreno



Republic of the Philippines
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DIVISION OF BOHOL
 City of Tagbilaran



ACTIVITY MATRIX
 (With Responsibility Guide)
 MASS TRAINING OF GRADE 4 TEACHERS
 ON THE K TO 12 BASIC EDUCATION PROGRAM

CLASS D

Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day
7:00 AM – 8:00 AM							
8:00 AM – 8:30 AM		MOL	MOL	MOL	MOL	MOL	Assessment Closing Pro
8:30 AM – 10:30 AM		Session 1: Edukasyon sa Pagpapakatao	Session 3: Music	Session 7: IA EPP	Session 11: English	Session 13: Science	HOME SWE
10:30 AM – 12:00 HN	Registration/Check in		Session 4: Art	Session 8: HE EPP			
12:00 HN – 1:00 PM		Lunch Break					
1:00 PM – 3:00 PM		Session 2: Araling Panlipunan	Session 5: PE	Session 9: IT EPP	Session 12: Filipino	Session 14: Mathematics	
3:00 PM – 5:00 PM	Opening program		Session 6: Health	Session 10: AGRI EPP			
6:00 PM – 6:30 PM		Debriefing					