



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CITY SCHOOLS
Tagbilaran City



September 27, 2016

DIVISION MEMORANDUM

No. *Sev* s. 2016

CONDUCT OF A MID -YEAR IN -SERVICE TRAINING FOR THE SCHOOL YEAR 2016-2017

To : Education Program Supervisors
Heads of Elementary and Secondary Schools

1. To address the felt needs of teachers in the teaching-learning process as seen during the conduct of classroom observations, this Office announces the conduct of a Mid-Year In-Service Training on October 24-28, 2016 at the JJ's Sea foods Village. The Elementary level, composed of six clusters of schools will be on the first two and a half days, and the Secondary level, composed of five clusters will be on the last two and a half days.
2. The participants to this training are the elementary and secondary teachers together with the school heads.
3. This training aims to:
 - enhance the participants' questioning, speaking, interaction, and assessment skills,
 - develop activities of varying levels of difficulty to address diversified needs,
 - orient the teachers in the inclusion and integration of local content (contextualization) in the lesson,
 - provide experience in the unpacking and interpretation of the content and performance standards of the K-12 Curriculum Guides for better understanding.
 - Identify the scope and sequence of the topics in Grades 1, 2, 3, and 4 Learning Area Competencies (1st to 3rd quarter for Grades 1 and 2, and 1st to 4th quarter for Grades 3 and 4);
 - Develop creative and appropriate instructional plans (iPlans), and
 - Promote a culture of collaborative work and collegial learning among teachers and instructional leaders.
4. Registration per participant is P400.00 as counterpart to the School Education Fund. Such fund is chargeable against the School MOOE.
5. Attached is the schedule of activities for your guidance.
6. Further, proposals for the conduct of school-based activities for the rest of the two and a half days are expected to be submitted on the 17th of this month.
7. Widest dissemination of this Memorandum is highly desired.


VIRGINIA C. ZAPANTA, Ed. D, CESO V
Schools Division Superintendent

TRAINING MATRIX FOR THE MIDYEAR INSET
Elementary Level, October 24-26, 2016

Day 1, 10-24-16	Cluster 1 Main A	Cluster 2 Main B	Cluster 3 Main C	Cluster 4 Conference B	Cluster 5 Door 1	Cluster 6 Door 2
	E. Cogon, Booy, City East +7 - Ubujan	Manga, Bool, Cabawan +7 - Ubujan	Booy South, Tiptip, Dampas +7 - SPED	Mansasa, Cogon +7 - SPED	Dao, San Isidro, Taloto +7 - SPED	TCCES
8:00-8:15	Opening Program Dr. Amistoso	Opening Program Mrs. Clamonte	Opening Program Dr. Butalid	Opening Program Mr. Lacang	Opening Program Mrs. Incog	Opening Program Mr. Lagura
8:15-10:15	Speech Improvement	Art of Questioning	Differentiated Instruction	Classroom Management	Teaching Strategies	Curriculum Guide : Standards and Competencies
10:15- 12:15	Localization and Conceptualization	Table of Specification	Speech Improvement	Art of Questioning	Differentiated Instruction	Teaching Strategies
12:15-1:15	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:15-3:15	Assessment	Curriculum Guide : Standards and Competencies	Localization and Conceptualization	Table of Specifications	Speech Improvement	Differentiate Instruction
3:15-5:15	Classroom Management	Teaching Strategies	Assessment	Curriculum Guide : Standards and Competencies	Localization and Conceptualization	Speech Improvement
5:15-5:30	Debriefing	Debriefing	Debriefing	Debriefing	Debriefing	Debriefing
Resource Manager	Clementina Gamil	Maria Rachel Omasas	Maria Chona Roxas	Ma. Dioscora Sayon	Concepcion Gallentes	Ma. Dulce Alma Lapos
Process Observer	Marilyn Goti-ay	Basilides Sempron	Marcelino Pelin	Elisa Geagonia	Estrella Calalin	Juanita Lafuente
Officer of the Day	Ma. Antonette Dugang	Eufe Rhoda Galon	Erlinda Felicitas	Lorelei Anore	Maria Flor Getigan	Concepcion Tubal

Day 2 10-25-16	C-1	C-2	C-3	C-4	C-5	C-6
8:00-10:00	Art of Questioning	Differentiated Instruction	Classroom Management	Teaching Strategies	Assessment	Localization
10:00-12:00	Table of Specification	Speech Improvement	Art of Questioning	Differentiated Instruction	Classroom Management	Assessment
12:00-1:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00-3:00	Curriculum Guide : Standards and Competencies	Localization	Table of Specification	Speech Improvement	Art of Questioning	Classroom Management
3:00-5:00	Teaching Strategies	Assessment	Curriculum Guide : Standards and Competencies	Localization	Table of Specification	Art of Questioning
5:00-5:30	Debriefing	Debriefing	Debriefing	Debriefing	Debriefing	Debriefing
Resource Manager	Ma. Antonette Dugang	Eufe Rhoda Galon	Erlinda Felicitas	Lorelei Anore	Maria Flor Getigan	Concepcion Tubal
Process Observer	Clementina Gamil	Maria Rachel Omasas	Maria Chona Roxas	Ma. Dioscora Sayon	Concepcion Gallentes	Ma. Dulce Alma Lopus
Officer of the Day	Marilyn Goti-ay	Basilides Sempron	Marcelino Pelin	Elisa Geagonia	Estrella Calalin	Juanita Lafuente

Day 3 10-25-16	C-1	C-2	C-3	C-4	C-5	C-6
8:00-10:00	Differentiated Instruction	Classroom Management	Teaching Strategies	Assessment	Curriculum Guide: Standards and Competencies	Table of Specification
10:00-12:00	Closing	Closing	Closing	Closing	Closing	Closing
Resource Manager	Marilyn Goti-ay	Basilides Sempron	Marcelino Pelin	Elisa Geagonia	Estrella Calalin	Juanita Lafuente
Process Observer	Ma. Antonette Dugang	Eufe Rhoda Galon	Erlinda Felicitas	Lorelei Anore	Maria Flor Getigan	Concepcion Tubal
Officer of the Day	Clementina Gamil	Maria Rachel Omasas	Maria Chona Roxas	Ma. Dioscora Sayon	Concepcion Gallentes	Ma. Dulce Alma Lopus

TRAINING MATRIX FOR THE MIDYEAR INSET
Secondary Level, October 26-28, 2016

Day 1 10-26-16	C-1 DCPNHS =50 +7 - Cogon HS	C-2 DCPNHS= 50 +7 - Cogon HS	C-3 DCPNHS=53 +7 - Cogon HS	C-4 TCSHS, Mansasa +7 -Cogon HS	C-5 Manga HS, San Isidro 7-Cogon HS 2- HI
Venue: <i>Jjs Seafood Village</i>	Door 1	Door 2	Conference B	Native	Bamboo
1:00-1:15	Opening Program Dr. Amistoso	Opening Program Mrs. Camonte	Opening Program	Opening Program	Opening Program
1:15-3:15	Speech Improvement	Art of Questioning	Differentiated Instruction	Classroom Management	Teaching Strategies
3:15-5:15	Curriculum Guide : Standards and Competencies	Localization	Table of Specifications	Speech	Art of Questioning
5:15-5:30	Debriefing	Debriefing	Debriefing	Debriefing	Debriefing
Process Observer	Virgilia Omictin	Nilo Cempron	Maurine Castaño	Justino Canda	Grace Marie Campos
Officer of the Day	Lanie Gutas	Maria Sandra Isabel Fortich	Jerry Belisina	Corazon Samuya	Dioscora Ramos
Resource Manager				Melchor Daniel	John Jenelou Israel

Note: Venue changes from day to day.

TRAINING MATRIX FOR THE MIDYEAR INSET
Secondary October 26-28, 2016

Day 2	C-1	C-2	C-3	C-4	C-5
10-27-16					
8:00-10:00	Classroom Management	Teaching Strategies	Assessment	Curriculum Guide : Standards and Competencies	Localization
10:00-12:00	Art of Questioning	Differentiated Instruction	Classroom Management	Teaching Strategies	Assessment
12:-1:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00-3:00	Localization	Table of Specification	Speech Improvement	Art of Questioning	Differentiate Instruction
3:00-5:00	Teaching Strategies	Assessment	Curriculum Guide : Standards and Competencies	Localization	Table of Specification
Process Observer	Virgilia Omictin	Nilo Cempron	Maurine Castaño	Corazon Samuya	Dioscora Ramos
Officer of the Day	Lanie Gutas	Maria Sandra Isabel Fortich	Jerry Belisina	Justino Canda	Grace Marie Campos
Resource Manager				Melchor Daniel	John Jenelou Israel

TRAINING MATRIX FOR THE MIDYEAR INSET,
Secondary, October 26-28, 2016

Day 3	C-1	C-2	C-3	C-4	C-5
8:00-10:00	Differentiated Instruction	Classroom Management	Teaching Strategies	Assessment	Curriculum Guide : Standards and Competencies
10:00-12:00	Table of Specification	Speech Improvement	Art of Questioning	Differentiated Instruction	Classroom Management
12:-1:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00-3:00	Assessment	Curriculum Guide : Standards and Competencies	Localization	Table of Specification	Speech Improvement
3:00-5:00	Closing	Closing	Closing	Closing	Closing
Process Observer	Virgilia Omictin	Nilo Cempron	Maurine Castaño	Justino Canda	Grace Marie Campos
Officer of the Day	Lanie Gutas	Maria Sandra Isabel Fortich	Jerry Belisina	Corazon Samuya	Dioscora Ramos
Resource Manager				Melchor Daniel	Arsenio Geñoso