



National Capital Region
DIVISION OF CITY SCHOOLS
Marikina



V. Gomez St., San Roque, Marikina City TeleFax.: 646-05-44 : 646-86-42

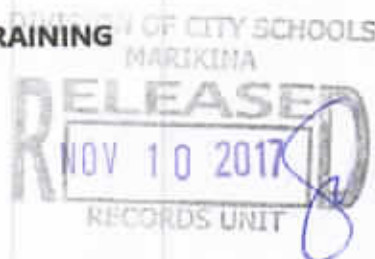
November 10, 2017

DIVISION MEMORANDUM

No. 343 s. 2017

LEARNING ACTION CELL (LAC) MENTORS' TRAINING

TO: Chief Education Supervisors, CID and SGOD
Elementary School Principals
Officers-in-Charge
Public Schools



1. In line with DepEd Order No. 35, s. 2016 The Learning Action Cell as a K to 12 Basic Education Program School-Based Continuing Professional Development Strategy for the Improvement of Teaching and Learning, this Division will conduct a **Learning Action Cell (LAC) Mentors' Training** on **November 22-24, 2017** at Tagaytay Haven Hotel, Tagaytay City.
2. It aims to train School Heads and teachers in the conduct of the Learning Action Cell (LAC) on the use of appropriate strategies for delivering and assessing the learning objectives targeted for each lesson as part of their Continuing Professional Development.
3. The participants to this training are the Education Program Supervisors, Public Schools District Supervisors, School Heads, OIC-Principals of elementary and secondary level, one master teacher and one LAC facilitator per school.
4. Participants are requested to bring their own laptops, pocket Wi-Fi and extension cords.
5. School heads are requested to submit the names of the teacher participants on or before November 17, 2017 at the CID Unit c/o Ms. Leah A. De Leon – Education Program Supervisor.
6. Travel/transportation expenses, board and lodging/food expenses and other expenses relative to the conduct of this activity shall be charged against HRTD Funds, subject to the usual accounting and auditing rules and regulations.
7. Attached is the Program/Training matrix for your reference.
8. Immediate and wide dissemination of this Memorandum is desired.

For:

SHERYLL T. GAYOLA

Officer-in-Charge
Office of the Schools Division Superintendent

By:


ELIZALDE Q. CENA

Chief Education Supervisor, SGOD
Office of the Schools Division Superintendent

LEARNING ACTION CELLS (LAC) MENTORS' TRAINING
NOVEMBER 22-24, 2017
TAGAYTAY HAVEN HOTEL, TAGAYTAY CITY

DAY 1 – November 22, 2017

- 9:00 a.m. – 10:00 a.m. **Registration / Opening Program**
- 10:00 a.m. – 12:00 nn **Discussion on result of TNA**
 Dr. Elisa O. Cerveza
- 10:00 a.m. -10:30 a.m. **Working Break**
- 12:00 nn – 1:00 p.m. **Lunch Break**
- 1:00 p.m. – 2:00 p.m.
- Walkthrough on DepEd Order no. 35, s. 2016**
 Dr. Nida P. Andrada
- 2:00 p.m. – 4:00 p.m.
- Discussion on Facilitating Skills and Preparation / Parts of Session Guide**
 Dr. Elisa O. Cerveza
- 3:00 p.m. – 3:30 p.m. **Working Break**
- 4:00 p.m. – 5:00 p.m.
- Use of 4As in Facilitating Sessions**
 Ms. Remia L. Ricabar
- 6:00 p.m. – 7:00 p.m. **Dinner**

Facilitator: Ms. LILIA G. GARPERIO

DAY 2 – November 23, 2017

- 6:30 a.m. – 7:30 a.m. **Breakfast**
- 7:30 a.m. – 8:00 a.m. **Management of Learning**
- 8:00 a.m. – 12:00 nn
Break Away Workshop Per Learning Area
- Walkthrough of Curriculum Guides
 - Identification of Critical Skills
 - Preparation of Session Guides to Address Critical Needs
- 10:00 a.m. -10:30 a.m. **Working Break**
- 12:00 nn – 1:00 p.m. **Lunch Break**
- 1:00 p.m. – 1:30 p.m.
- Management of Learning**
- 1:30 p.m. – 5:00 p.m.
- Review of Session Guides per Learning Area**
 EPSs / PSDSs
- 3:00 p.m. – 3:30 p.m. **Working Break**
- 6: 00 p.m. – 7:00 p.m. **Dinner**

Facilitator: Dr. NANCY E. SUEGAY

DAY 3 – November 24, 2017

- 6:30 a.m. – 7:30 a.m. **Breakfast**
- 7:30 a.m. – 8:00 a.m. **Management of Learning**
- 8:00 a.m. – 8:30 a.m. **Presentation of Session Guide in English**
 Ms. Janet S. Cajuguiran
- 8:30 a.m. – 9:00 a.m. **Presentation of Session Guide in Mathematics**
 Ms. Carolina O. Guevara
- 9:00 a.m. -9:30 a.m. **Presentation of Session Guide in Science & Health**
 Ms. Jessica S. Mateo
- 9:30 a.m. – 10:00 a.m. **Presentation of Session Guide in Filipino**
 Mr. Galcoso C. Albuero
- 10:00 a.m. – 10:30 a.m. **Presentation of Session Guide in Araling Panlipunan**
 Ms. Ma. Corazon V. Adriano
- 10:00 a.m. -10:30 a.m. **Working Break**
- 10:30 a.m. – 11:00 a.m. **Presentation of Session Guide in MAPEH**
 Ms. Jovita Consorcia F. Mani
- 11:00 a.m. – 12:00 nn
Processing of Session Guides
 Ms. Anna A. Japone
- 12:00 nn – 1:00 p.m. **Lunch Break**
- 1:00 p.m. – 1:30 p.m. **Management of Learning**
- 1:30 p.m. – 2:30 p.m. **Action Planning/ Next Steps**
 EPSs / PSDSs
- 2:30 p.m. – 3:30 p.m. **Closing Program**

Facilitator: Ms. ZENAIDA S. MUNAR

OPENING PROGRAM

- I. National Anthem: Video Presentation
- II. Opening Prayer: Video Presentation
- III. Opening Remarks..... Dr. Elisa O. Cerveza
Chief, Curriculum Implementation Division
- IV. Message..... Ms. Sheryll T. Gayola
OIC- Office of the Schools Division Superintendent
- V. Statement of Purpose..... Ms. Leah A. De Leon
Education Program Supervisor
- VI. House Rules Dr. Josefino DL Lu
Public Schools District Supervisor
- VI. Seminar Proper:

CLOSING PROGRAM

- I. Nationalistic Song..... Video Presentation
- II. Prayer..... Video Presentation
- III. Impression..... Participant
- IV. Challenge..... Ms. Sheryll T. Gayola
OIC- Office of the Schools Division Superintendent
- V. Commitment..... Participant
- VI. Distribution of Certificates... Dr. Elisa O. Cerveza
Chief Education Supervisor, CID
- VII. Closing Remarks..... Dr. Adora S. Marcelo
Public Schools District Supervisor

Mr. SUNNY T. CORTES
Master of Ceremony

EXECUTIVE COMMITTEE

- Ms. SHERYLL T. GAYOLA**
OIC- Office of the Schools Division Superintendent
- Dr. ELISA O. CERVEZA**
Chief Education Supervisor, CID

WORKING COMMITTEE

- Ms. AMELIE S. BINAYAS**
Program and Invitation
- Ms. ERLIZA S. VIERNES**
Registration / Certificates
- Ms. JOVITA CONSORCIA F. MANI**
Accommodation
- Mr. MARVIN L. MAGLALANG**
Documentation/Technical Support
- Mr. JOSEPH T. SANTOS**
Transportation
- Ms. JANET S. CAJUGUIRAN**
Refreshments
- Mr. SUNNY T. CORTES**
Logistics and Supply
- Mr. GALCOSO C. ALBURO**
Peace and Order
- Ms. ANNE MITCHELLE A. LITUANIA**
Medical
- Mr. MARVIN IAN L. CRUZ**
Monitoring and Evaluation
- Ms. LILIA G. GARPERIO**
Ms. ZENAIDA S. MUNAR
Dr. NANCY E. SUEGAY
Process Observers



Department of Education
National Capital Region
Schools Division Office - Marikina City

Division Learning Action Cell MENTORS' TRAINING



November 22-24, 2017
Tagaytay Haven Hotel, Tagaytay City

This series is invitation