January 31, 2019

MEMORANDUM TO:

OIC- Office of the Assistant Schools Division Superintendent
Chief Education Supervisors, CID and SGOD
Elementary and Secondary School Principals
Officers-in-Charge
Public and Private Schools

SEMINARS AND TRAININGS FOR TEACHERS OF THE PHILIPPINE PEDAGOGICAL INSTITUTE

Attached is Regional Letter No. 24, s. 2019 dated January 23, 2019 re: Invitation to attend the Seminars and Trainings for Teachers on February 2-4, March 2-4 and April 6-8, 2019 at Pines View Hotel, Legarda Road, Baguio City, content of which is self-explanatory.

This is issued for information purpose only and not an indorsement of the activity.

Wide dissemination of this Memorandum is desired.

JOEL T. TORRECAMPO
Officer-In-Charge
Office of the Schools Division Superintendent
To: Schools Division Superintendents

Dear Sirs/Mesdames:

Attached is a letter from Prof. Maria Vanesa Palafox-Arador, Seminar Director, Philippine Pedagogical Institute dated January 10, 2019, RE: INVITATION TO ATTEND THE SEMINARS AND TRAININGS FOR TEACHERS, on February 2-4, March 2-4 and April 6-8, 2019 at Pines View Hotel, Legarda Road, Baguio City, contents of which are self-explanatory, for information and appropriate action.

For inquiries, please contact Mobile No. 09399260272 or send email at philippinepedagogy@gmail.com

Very truly yours,

WILFREDO B. CABRAL
Officer-In-Charge
Office of the Regional Director

Regional Letter No. ___, s. 2019
January 10, 2019

Dear Sir/Madam:

Pursuant to the requirements set by the Department of Education in the conduct of seminars and trainings for teachers, the PHILIPPINE PEDAGOGICAL INSTITUTE (PPI) would like to inform your good office of its national seminars and one international seminar which will be held from February, 2019 to May, 2019. We are a PRC-accredited organization and all our seminars have CPD units.

In this light, we would like to request your assistance in disseminating this information to the different Divisions in your region.

Attached are the letter of invitation for your reference and a certificate of accreditation from PRC.

We fervently hope for your favorable action on this request. We beg to remain

Respectfully yours,

PROF. MARIA VANESA PALAFOX-ARADOR
Seminar Director
January 10, 2019

TO ALL ELEMENTARY AND HIGH SCHOOL TEACHERS, COLLEGE AND UNIVERSITY FACULTY MEMBERS, PRINCIPALS, SUPERVISORS, DEPARTMENT CHAIRPERSONS, COLLEGE DEANS, SCHOOL OWNERS, RESEARCHERS, SCHOOL PAPER ADVISERS, STUDENT JOURNALISTS, and TEACHER-EDUCATION STUDENTS

Dear Sir/Madam:

Greetings!

We cordially invite you to attend the national seminar-workshops and one international seminar of the Philippine Pedagogical Institute (PPI) which will all be held at the Pines View Hotel, Legarda Road, Baguio City.

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<th>Title</th>
<th>Date, Venue and Registration Fee</th>
<th>Objectives</th>
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| National Seminar-Workshop on Campus Journalism and School Paper Production (14 CPD UNITS) | February 2-4, 2019  
Live-out reg. fee: P3,900  
Live-in reg. fee: P5,500 | 1. Strengthen their knowledge of campus journalism and the process of school paper production;  
2. Enhance their ability to guide student-writers and editors through the stages of school paper production; and  
3. Participate in a mock press conference for teacher-advisers/student-writers where winning participants will be awarded certificates of recognition. |
| National Seminar-Workshop on Test Construction and Alternative Assessment (12 CPD UNITS) | March 2-4, 2019  
Live-out reg. fee: P3,900  
Live-in reg. fee: P5,500 | 1. Explore key principles in assessment and evaluation;  
2. Enhance their knowledge in preparing table of specifications and exams;  
3. Discuss various types of alternative assessments and their uses; and,  
4. Design tests and alternative assessments for their own classroom use. |
| National Seminar-Workshop on Research Writing, Conference Presentation, and Journal Publication (6.5 CPD UNITS) | April 6-8, 2019  
Live-out reg. fee: P3,900  
Live-in reg. fee: P5,500 | 1. Enhance their skill in writing research papers (including research abstracts) that are in journal format and ready for conference presentation and publication;  
2. Strengthen their knowledge about the process of journal publication; and,  
3. Discuss issues in journal publication such as fabrication, falsification and image |
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<tr>
<th>INTERNATIONAL SEMINAR ON LEGAL AND ETHICAL ISSUES AFFECTING THE ACADEME (CPD UNITS – On process)</th>
<th>April 6-8, 2019</th>
<th>Pines View Hotel, Legarda Road, Baguio City Live-out reg. fee: P4,300 Live-in reg. fee: P6,000</th>
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- 1. Demonstrate knowledge of principles of ethical leadership in education;
- 2. Identify legal procedures in handling conflicts among teachers, parents, students and other stakeholders;
- 3. Discuss their (teachers’) rights and liabilities in the performance of their duties;
- 4. Become familiar with laws governing data protection and the protection of women and children in the workplace and at home, and,
- 5. Determine the legal implications on the exercise of powers of school administrators.

Registration fee for **live-in** participants covers 2 breakfasts, 2 lunches, 2 dinners, 4 snacks, hotel accommodation for 2 nights in a triple-sharing room, seminar kit, handouts, bag and certificates.

Registration fee for **live-out** participants covers 2 lunches, 4 snacks, seminar kit, handouts, bag and certificates.

You are entitled to a **P300 discount** if you satisfy **any** of the following requirements: (1) you will pay the seminar registration fee two weeks before the schedule of the seminar via bank deposit (“early bird discount”); (2) you are a member of a group of at least 8 participants coming from the same school or district as certified by your dean, principal, district supervisor or schools division superintendent. If you want to reserve a slot and pay on site, please confirm your attendance at least two weeks before the schedule of the seminar.

Registration time is from 8:00 a.m. to 12:00 noon of the **first day** of the seminar. You may pay on-site or through bank payment. If you prefer bank payment, you can make your payment payable to the PPI account below:

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<tr>
<th><strong>Bank Name</strong></th>
<th><strong>Account Name</strong></th>
<th><strong>Account Number</strong></th>
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<tbody>
<tr>
<td>Metrobank</td>
<td>Philippine Pedagogical Institute, Inc.</td>
<td>373-7-373501979</td>
</tr>
</tbody>
</table>
IMPORTANT REMINDERS for PARTICIPANTS

(1) In order that we can reserve a slot for you, please confirm your attendance by sending us your complete name and the name of your school/company through text (09399260272) and/or email (philippinepedagogy@gmail.com). You may also reach us through our FB Fan Page at www.facebook.com/philippinepedagogicalinstitute. Please ask for your reference number from us as proof that a slot is reserved for you.

(2) First session starts at 1:00 p.m. of the first day. The seminar ends at 12 noon of the third day. First meal is afternoon snack on the first day of the seminar and last meal is lunch on the third day.

(3) If you’re a live-in participant, please note that standard check-in time at the hotel is 17:00 noon onwards. However, if you arrive early on the first day of the seminar you may be allowed to check in if a room is already available (the hotel is very accommodating).

(4) We request that you bring an empty USB thumb drive (or flash drive) to the seminar so that we can give you soft copies of the seminar materials. Print copies of these materials, however, are already available in the handouts that we will give you.

Hoping that you will join us in this very momentous event, we beg to remain

Very truly yours,

[Signature]

MARIA VANESA PALAFOX-ARADOR
Seminar Director

Please LIKE us on FACEBOOK
PHILIPPINE PEDAGOGICAL INSTITUTE
www.facebook.com/philippinepedagogicalinstitute