



Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Cordillera Administrative Region  
Wangal, La Trinidad, Benguet



November 4, 2014

REGIONAL MEMORANDUM

No. **157.2014**

NOV 13 2014  
DEPED-CAR Time: \_\_\_\_\_

To: Schools Division Superintendents  
Chiefs, All Divisions  
All Others Concerned

From: **ELLEN B. DONATO, Ed.D., CESO III**  
Regional Director

Subject: MEETING OF RESOURCE SPEAKERS/TRAINING STAFF FOR THE TRAINING-WORKSHOP ON LEADING AND MANAGING THE K TO 12 CURRICULUM IMPLEMENTATION

1. With reference to Regional Memorandum No. \_\_\_\_, s. 2014 on the TRAINING-WORKSHOP ON LEADING AND MANAGING THE K TO 12 CURRICULUM IMPLEMENTATION, all resource speakers, facilitators and secretariat will have a meeting on November 18 (Tuesday), 8:00 A. M-12:00. at the R-NEAP.
2. The agenda will be as follows:
  - a. Walkthrough/Briefing of session content and materials needed
  - b. Other issues and concerns
3. Participants in the meeting are:

| Division                | Participants   | No. |
|-------------------------|--|-----|
| Consultants             | RD Ellen B. Donato, OIC-ARD Estela L.Cariño  | 2   |
| Directorate             | Vanessa Flora, Marian Sumacbay, Conchita Balura  | 3   |
| PPRD                    | Evelyn Gabot, Evangeline Malag   | 2   |
| CLMD                    | Modesta Bastian, Aida Payang, Pio Ecuán, Ethielyn Taqued, Carmel Mérés, Jennifer Ande, Sabado Oayet, Emma Gabol, Marvin Flores | 9   |
| QAD                     | Lilia Goc-oban, Archie Baluyo  | 2   |
| HRDD                    | Rosmarie Dalang, Soraya Faculo, Emilia Faustino, Margie Gardingan  | 4   |
| FTAD                    | Elfred Dalang, Marjory Valdez  | 2   |
| ESSD                    | Agustin Gumuwang   | 1   |
| Finance                 | Cristina Paquit, Cornelia Dulnuan  | 2   |
| Administrative          | Delfin Sallidao, Eleonora Albidas, Cynthia Harada, Purita De los Santos  | 4   |
| Schools Division Office | Rizalyn Guznian, Lilia Pagulongan, Irene Bakisan, Lydia Belingon, Pedro Talingdan, Benedicta Gamatero, Lorraine Tubban         | 7   |
| TOTAL                   |  | 38  |

4. Travel and other incidental expenses of Division Office participants shall be charged to local funds while the snack and lunch during the meeting shall be charged to the Regional Office funds subject to the usual accounting and auditing rules and regulations.
5. Immediate and widest dissemination of this memorandum is desired.



**ACTIVITY REQUEST**

|  |  |  |
|--|--|--|
| Title of Activity  | Training-Workshop on Leading and Managing the K to 12 Curriculum Implementation  |  |
| Venue  | Clusters 1 – 3, (Baguio & Benguet) .... Baguio City<br>Cluster 4 (Abra) ..... Abra<br>Cluster 5 (Apayao) ..... Tuguegarao<br>Cluster 6 ( Ifugao) ..... Ifugao<br>Cluster 7 (Kalinga & Tabuk) .... Tabuk City<br>Cluster 8 ( Mt. Province) ..... Bontoc |  |
| Date ( Training Proper )   | Arrival - November 25, 2014 ( PM )<br>Training Proper – November 26 – 27, 2014<br>Departure – November 28 (AM)   |  |
| (Graduation Day)   | Arrival – January 15, 2015 (PM)<br>Graduation Day – January 16, 2015<br>Departure – January 17, 2015 (AM)  |  |
| Source of Fund   | Grade 9 Training for Teachers remaining balance and HRTD funds   |  |
| <p>Section 7 of Republic Act 10533 or The Enhanced Basic Education Act of 2013 states that to ensure that the enhanced basic education program meets the demand for <b>quality teachers and school leaders</b>, DepEd and CHED , in collaboration with relevant partners in government, academe, industry, and non-government organizations, shall conduct teacher education and training programs. Last May, 2014, the Grade 3 and Grade 9 teachers underwent the K to 12 curriculum training.</p> <p>One of the salient topics discussed was on Assessment. Assessment is one critical part of curriculum implementation, of teaching and learning processes. This is the true test of a reliable, resilient, and quality-assured education system. It is viewed as one holistic approach to diagnosing instructional delivery, forming and summing up teaching, giving feedback, and eventually improving teaching.</p> <p>As implementers of the said program and to be able to give assistance to teachers, there is a need for School Heads, Education Program Supervisors, Public Schools District Supervisors and others involved in the implementation of the K to 12 Program to undergo a training-workshop.</p> |  |  |
| <b>Objectives</b>  |  | <b>Outputs</b>   |
| <p>The purpose of the said activity is to:</p> <ol style="list-style-type: none"> <li>Increase participants understanding and appreciation of:             <ol style="list-style-type: none"> <li>K to 12 curriculum</li> <li>Assessment process which includes Test Construction, Computation of Grades, Item Analysis and assessment tools</li> <li>SHS implementation</li> <li>Partnership for Senior High School</li> </ol> </li> <li>Equip participants with knowledge and skills on:             <ol style="list-style-type: none"> <li>Preparing basic communication</li> <li>Personality Development</li> <li>School Based Management</li> <li>Alternative Delivery Mode</li> <li>RO - RAT</li> </ol> </li> </ol>  |  | <ul style="list-style-type: none"> <li>clarity of the issues / concerns relative to the implementation of the K to 12 Curriculum</li> <li>Samples of Test questions based on the K to 12 Levels of Assessment</li> <li>Samples of performance task and assessment tools</li> <li>Learning Logs</li> <li>Re-entry Plan</li> </ul> |
| <b>Schedule /Flow of Activities</b>  |  |  |
| <b>Time</b>  | <b>Activities</b>  | <b>Focal Person/Resource Person</b>  |
| <b>Day 1</b>   |  |  |
| 7:30 – 8:00  | Registration   | Secretariat  |
| 8:00 – 9:00  | Opening Program  | Secretariat  |
| 9:00 – 10:15   | Presentation of RO divisions and functions   | Assigned Facilitator/Speaker   |
| 10:15 – 10:30  | Health Break   |  |
| 10:30 – 11:00  | Continuation of RO divisions and Functions   | - Do -   |
| 11:00 – 12:00  | Policy Updates and Directions  | RD Ellen B. Donato, CESO III   |
| 12:00 – 1:00   | Lunch Break  |  |
| 1:00 – 1:30  | Open Forum   | Facilitator/ Speaker   |

|               |   |  |
|---------------|---|--|
| 1:30 – 2:00   | Administrative & Personnel Concerns/ Updates  | Dr. Delfin Sallidao ,<br>Eleonora Albidas ,<br>Facilitators  |
| 2:00 – 2:30   | Legal Unit Concerns/ Updates  | Atty. Marriane Sumacbay ,<br>Atty. Vanessa Flora,<br>Facilitators  |
| 2:30 – 3:00   | Finance Concerns / Updates  | Cristy Paquit, Facilitators  |
| 3:00 – 3:30   | Break   |  |
| 3:30 – 5:00   | Basic Communication Writing   | RD Ellen B. Donato,<br>Facilitators  |
| 5:00 – 6:00   | Open Forum  |  |
| <b>Day 2</b>  |   |  |
| 7:30 – 8:00   | MOL   |  |
| 8:00 – 9:30   | School Based Management   | E. Carino , E. Dalang,<br>Facilitators   |
| 9:30 – 9:45   | Open Forum  | Moderator  |
| 9:45 – 10:15  | Re-Entry Plan   | Estela L. Cariño/ Facilitators   |
| 10:15 – 10:30 | Health Break  |  |
| 10:30 – 12:00 | Senior HS Curriculum, partnership & Voucher<br><br>Elementary Group<br>IMPACT, Multi-grade, IPED, MTB-MLE, LRMDS, LAC | Secondary: Rizalyn Guznian,<br>Irene Bakisan, Lydia Belingon,<br>Pedro Talingdan, Lilian<br>Pagulongan, Benidicta<br>Gamatero, Sabado Oayet,<br>Lorraine Tubban<br><br>Dr. Modesta R. Bastian,<br>Facilitators |
| 12:00 – 1:00  | Lunch Break   |  |
| 1:00 – 4:00   | Assessment  | Pio Ecuán Carmel Meris<br>Soraya Faculo Emy Faustino<br>Jennifer Ande Marjo Valdez<br>Ethielyn Taqued<br>Aida Payang   |
| 4 :00 – 4:30  | ICT Assessment online   | ICT provider/ team   |
| 4:30 – 5:00   | Clearing House/ Closing   | Training team  |
|               | For all SHs, EPS, PSDS (All Divisions) – February,<br>26-27, 2015   |  |
| Feb. 26, 2015 |   |  |
| 1 :00 -5:00   | Arrival and Registration  | HRDD,ADM,PPRD,QAD  |
| 5:00 – 7:00   | Opening program / kmustahan   | HRDD,FTAD,ORD  |
| 7:00 – 9:00   | Dinner/ socialization   | CLMD ,ESSD,Finance   |
| Feb. 27, 2015 |   |  |
| 7:30 – 8:00   | MOL   | Training Team  |
| 8:00 – 9:00   | Observation & Recommendations of RTA Team   | FTAD   |
| 9:00 -10:00   | Personality Development   | Soraya Faculo  |
| 10:00 – 10:15 | Open Forum  | Moderator  |
| 10:15 – 10:30 | Health Break  |  |
| 10:30 – 12:00 | Updates from the different RO divisions   | Chiefs of Divisions  |
| 12:00 – 1:00  | Lunch break   |  |
| 1:00 – 3:00   | Re-entry Plan Presentation  | Selected pax/Facilitator   |
| 3:00 – 5:00   | Commitment Building and Closure/Graduation  | Ms. Emilia Faustino  |

**Participants/Resource Persons/Facilitators:**

| R.O. Personnel, SDS, ASDS, Div. EPS, PSDS, Elem. and Sec. School Heads | No. Pax      |
|--|--------------|
| Cluster 1  | 185          |
| Cluster 2  | 182          |
| Cluster 3  | 194          |
| Cluster 4  | 222          |
| Cluster 5  | 206          |
| Cluster 6  | 200          |
| Cluster 7  | 255          |
| Cluster 8  | 224          |
| <b>Total</b>   | <b>1,668</b> |

**Summary:**

| <b>Funding Requirements:</b>  |                                 |                     |                           |
|---|---------------------------------|---------------------|---------------------------|
| Description   | Amt/meals/snack/pax             |                     | Total Amount              |
| <b>A. Food and Accommodation</b>  | <b>1,000.00/person x 3 days</b> |                     | <b>5,004,000.00</b>       |
| <b>B. Materials</b>   | Unit                            | Amount              |                           |
| Pencil (Monggol)  | 1,668 1,423 pcs                 | 4.70                | <del>6,688.00</del> 7840  |
| Ball pen  | 1,668 1,423 pcs                 | 5.75                | 8,182.25 9591             |
| notebook  | 1,668 1,423 pcs                 | 10.00               | 14,230.00 16,680          |
| Bond paper short  | 5 reams                         | 138.00              | 690.00                    |
| Bond Paper long   | 5 reams                         | 154.00              | 770.00                    |
| USB (16 gb, Philips)  | 10 pcs.                         | 350.00              | 3,500.00                  |
| Bag kit   | 1,668 1,423 pcs.                | <del>360.00</del>   | 498,050.00 500,400        |
| T - Shirts w/ K-12 logo print   | 1,628 1,423 pcs.                | 150.00              | 213,450.00 244,204        |
| Permanent Marker  | 10 boxes                        | 300.00              | 3,000.00                  |
| White board marker  | 5 boxes                         | 300.00              | 1,500.00                  |
| Masking Tape  | 20 pcs.                         | 20.00               | 400.00                    |
| Manila Paper  | 200 pcs.                        | 5.00                | 1,000.00                  |
| Colored Paper for Meta strip, blue, pink, yellow, light green legal size 8.5 x 14 | 4 reams                         | 250.00              | 1,000.00                  |
| Colored paper A4 size   | 1 ream                          | 250.00              | 250.00                    |
| Computer ink HP 678 (5 pcs. Colored, 5 pcs. Black)                                | 10 pcs.                         | 300.00              | 3,000.00                  |
| Parchment Paper (short)   | 1,668 1,423 pcs.                | 4.00                | 5,692.00 6,672            |
| Plastic Utility box (big)   | 2 pcs.                          | 600.00              | 1,200.00                  |
| Plastic tool box/kit plastic box (small)  | 10 pcs.                         | 450.00              | 4,500.00                  |
| Flip Chart holder and white board 60 x 90   | 5 pcs.                          | 2,550.00            | 12,750.00                 |
| Stress ball one color (for MOL)   | 100 pcs                         | 30.00               | 300.00                    |
| I.D., plastic with lace   | 1,668 1,423 pcs.                | 20.00               | 28,460.00 33,360          |
| Horizontal name plate acrylic sign holder 800 x 800                               | 10 pcs.                         | 50.00               | 500.00                    |
| Extension chord   | 6 pcs.                          | 150.00              | 900.00                    |
| Crayons Crayola brand (Glowing)   | 30 boxes                        | 15.00               | 450.00                    |
| Scissors  | 30 pcs.                         | 15.00               | 450.00                    |
| Post it 3 x 5   | 20 pcs.                         | 12.00               | 240.00                    |
| Highlighting pen Sharpie brand  | 2 boxes (12)                    | 500.00              | 1,000.00                  |
| Clear book long 20 pages  | 1,668 1,423 pcs.                | 15.00               | 21,345.00 25,020          |
| Stapler standard  | 2 pcs.                          | 50.00               | 100.00                    |
| Staples standard  | 4 boxes                         | 30.00               | 120.00                    |
| Uniform for speakers and facilitators   | 40 Native blazer                | 850.00              | 34,000.00                 |
| <b>Total</b>  |                                 |                     | <b>853,387.25 915,382</b> |
| Food and Accommodation ( November 25-27 )   |                                 | 5,115,600.00        | 5,004,000                 |
| Materials   |                                 | 853,387.25          | 915,382                   |
| Food and Accommodation (Jan 15-17, 2014)  |                                 | 1,668,000.00        |                           |
| <b>Total</b>  |                                 | <b>7,636,987.25</b> | <b>7,587,382</b>          |

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|---|--|
| <p><b>Prepared by:</b></p> <p><i>[Signature]</i></p> <p><b>ESTELA LEON - CARIÑO, Ed. D., CESO V</b><br/>         OIC, Office of the Assistant Regional Director<br/>         OIC, Chief, HRDD</p> | <p><b>Allotment Available:</b></p> <p><i>[Signature]</i></p> <p><b>CORNELIA D. ADACI-DULNUAN</b><br/>         Budget Officer III</p> |
| <p><b>Funds Available:</b></p> <p><i>[Signature]</i></p> <p><b>CRISTINA L. PAQUIT</b><br/>         Accountant III</p>   | <p><b>Approved:</b></p> <p><i>[Signature]</i></p> <p><b>ELLEN B. DONATO, Ed.D. CESO III</b><br/>         Director IV</p>             |