



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

April 24, 2020

No. 265, s. 2020

ADDENDUM TO DIVISION MEMORANDUM NO. 248, S. 2020
RE: UPSKILLING OF TEACHERS ON PROCESS SKILLS AND ASSESSMENT FOR
ENHANCED CLASSROOM PRACTICES THROUGH AN ONLINE PLATFORM

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Division ICT Officer
School Principals/Administrators
ALS District Coordinator, EPS II, Mobile Teachers, Literacy Volunteers
CID Aide

1. In addendum to Division Memorandum No. 248, s. 2020, re: Upskilling of Teachers on Process Skills and Assessment for Enhanced Classroom Practices Through an Online Platform on April 27-30, this Office relays the following:
 - a. In consideration to the number of people that could be accommodated in online “MEET” Platform, the participants are divided into two (2) batches:
 - a.1 Batch 1: MAPEH, AralPan, EsP. & TLE/EPP with ALS-EPS & Teachers Opening Program: Monday at 8:00 AM at <https://meet.google.com/pmr-prdr-yuu>
 - a.2 Batch 2: Kindergarten, MTB, English, Filipino, Math, Science Opening Program: Monday at 1:00 PM at meet.google.com/vnz-mwrm-woh (**Note:** Since Batch 2 will start in the afternoon of April 27, the training will end in the morning of May 4 to complete the 4-day training)
- The complete List of Participants by Subject Area is in the succeeding pages of this Memorandum.
- b. Participants are entitled of One Hundred Pesos (P 100.00) per day for their Load Allowance/Internet Connectivity for their 1-day attendance in Pre-Training Video Conference on April 22, 2020 and for their 4-day attendance to Process Skills and Assessment Online Training chargeable against local



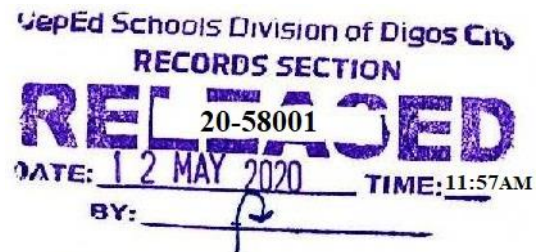
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funds or School/Division MOOE, all subject to the usual government accounting and auditing rules and regulations.

2. For immediate dissemination, guidance, and compliance.



CRISTY C. EPE
Schools Division Superintendent



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Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM
No. 248, s. 2020

April 21, 2020

**UPSKILLING OF TEACHERS ON PROCESS SKILLS AND ASSESSMENT FOR
ENHANCED CLASSROOM PRACTICES THROUGH AN ONLINE PLATFORM**

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Division ICT Officer
School Principals/Administrators
ALS District Coordinator, EPS II, Mobile Teachers, Literacy Volunteers
CID Aide

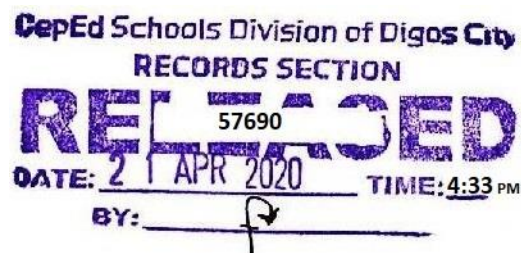
1. Relative to the implementation of the Division Education Development Plan (DEDP), this Office, through the Curriculum Implementation Division (CID), will conduct the Upskilling of Teachers on Process Skills and Assessment for Enhanced Classroom Practices Through an Online Platform on April 27-30, 2020.
2. The said training aims to:
 - a) Enhance participants' understanding concerning 21st learners and educators;
 - b) Expose teachers to activities that would enrich their skills on developing process skills among students;
 - c) Enrich teachers' skills on asking the right, appropriate and high-level questions in the classroom; and
 - d) Improve preparation of lesson plans ensuring development of process skills through varied, relevant, meaningful and developmentally sequenced activities and questions.
3. The List of Participants is attached hereto. It includes the Education Program Supervisors, the Public Schools District Supervisors, the School Heads, the DICNHS Department Heads, the ALS EPS II, District Coordinators, Mobile Teachers and Literacy Volunteers, CID Administrative Aide, the Division ICT Officers, the identified ICT Teachers, as well as the teacher-participants from different schools. The number of teachers per school and the learning area to be represented by each teacher-participant is found in said attached List. It also contains the grouping of participants for each **Virtual Classroom** for everybody's guidance.
4. To prepare the Virtual Classroom in the Google Classroom ahead, all School Heads are directed to submit the names and DepEd email address of teacher-participants, at least 12:00 noon of this date, through their focal PSDSs following the number and subject area of representation stipulated in the attached List of Participants.



5. In preparation for the training, participants are directed to join the Pre-Training Video Conference on April 22, 2020, 8AM to 12:00 NN at <https://meet.google.com/pmr-prdr-yuu>.
6. It is expected that all participants will have laptops and internet connection during the Pre-Training Video Conference on April 22, 2020 and Process Skills and Assessment Training on April 27-30, 2020. School Heads should arrange the necessary preparations for the attendance of their teachers in these trainings.
7. Teacher-participants are entitled of a four-day service credits.
8. Expenses for internet connectivity shall be charged to School/Division MOOE subject to the usual government accounting and auditing rules and regulations.
9. For information, guidance and compliance.



CRISTY C. EPE
Schools Division Superintendent



**UPSKILLING OF TEACHERS ON PROCESS SKILLS AND ASSESSMENT FOR ENHANCED
CLASSROOM PRACTICES THROUGH AN ONLINE PLATFORM**

April 27-30, 2020

LIST OF PARTICIPANTS

A. Division Personnel

- a) Schools Division Superintendent
- b) Assistant Schools Division Superintendent
- c) CID Chief
- d) Education Program Supervisors
- e) Public Schools District Supervisors
- f) ICTO
- g) CID Aide (Sharon Ann Iyog)
- h) ALS SEPS and Teachers

B. School Personnel

- a) School Heads
- b) Department Heads of Digos City National High School
- c) Recommended ICT Teachers
- d) Other Teachers Concerned

C. No. of Teachers per School and the Subject Area to Represent (Pls. choose those ICT Literate)

School	NO. OF TEACHERS											Remarks
	Kinder	MTB	Eng.	Fil.	Math	Science	Aral Pan	EPP/TLE	MAPEH	EsP	Total	
A. Elementary												
DIGOS ORIENTAL DISTRICT												
Dawis ES		1		1				1		1	4	
DMMES	1		1	1		1		1	1	1	7	
Abalayan ES	1		1		1			1			4	
Kibanban ES		1			1	1					3	
Garcia ES		1				1	1		1		4	
RMCES	1		1	1	1			1	1	1	7	
Aplaya ES			1		1		1			1	4	
Cogon ES	1			1			1				3	
Badiang ES		1				1	1		1		4	
TOTAL	4	4	4	4	4	4	4	4	4	4	40	



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School	NO. OF TEACHERS										
	Kinder	MTB	Eng.	Fil.	Math	Science	Aral Pan	EPP/TLE	MAPEH	EsP	Total
DIGOS OCCIDENTAL DISTRICT											
Digos CES	1		1	1		1		1	1	1	7
J. Alberca ES	1				1		1	1			4
Mahayayhay ES		1	1			1					3
Ranao ES		1						1			2
Balabag ES	1		1			1					3
Dulangan ES				1	1		1				3
Damnass ES		1							1	1	3
Alferez ES			1			1			1	1	4
Ruparan ES		1		1	1		1				4
P. Basalan ES	1			1	1		1	1	1	1	7
TOTAL	4	4	4	4	4	4	4	4	4	4	40
MT. APO DISTRICT											
Rizal CES	1		1			1	1	1	1	1	7
N. Isidro ES				1	1	1		1		1	5
Marawer ES		1		1	1	1	1				5
Apolandia ES		1			1		1				3
Reusora ES	1	1	1					1	1	1	6
Soong ES	1		1	1		1			1		5
Binaton ES	1			1			1	1	1		5
Matti ES		1	1		1					1	4
TOTAL	4	4	4	4	4	4	4	4	4	4	40
DIGOS SOUTH DISTRICT											
Maniapao ES			1				1			1	3
Colorado ES		1				1			1	1	4
Abawag ES			1	1	1		1	1			5
Saplala ES	1	1	1	1	1	1			1		7
San Miguel ES	1		1	1		1	1	1		1	7
Igpit ES	1				1			1	1	1	5
Bagumbuhay ES	1					1			1		3
C. Nonol ES		1		1			1				3
Lungag ES		1			1			1			3
TOTAL	4	4	4	4	4	4	4	4	4	4	40
B. Secondary											
DICNHS			1	1	1	1	1	1	1	1	8
Kapatagan NHS/SHS				1		1		1	1	1	5
Ruparan NHS/SHS			1				1	1		1	4
Soong NHS				1	1		1				3
Balabag NHS				1		1	1				3
Dawis NHS					1		1			1	3
Aplaya NHS			1	1			1				3
Matti NHS/SHS			1			1		1	1	1	5
Igpit NHS					1	1		1	1	1	5
Goma NHS			1		1				1		3
SHS in Digos City			1	1	1	1		1	1		6
TOTAL			6	6	6	6	6	6	6	6	48



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GROUPING FOR THE PLENARY AND VIRTUAL CLASSROOM:						
Virtual Classroom No.	Learning Area	Subject Holder	MEMBERS (plus 22 identified teachers per Classroom)			
			PSDS	DICNHS Dept. Head	Principals	ICT Teacher to Assist
1	PLENARY at https://meet.google.com/pmr-prdr-yuu	ALL	ALL	ALL	ALL	ALL incldng. Jaymark Alocelja & Shiela Bliss Goc-ong (they shall attend in any subject)
2	MAPEH	BISAGA	GUYA	Presto	All Secondary School Heads	Robin Charles Ramos
3	MATH	CABRELLA	PENAS	Laborada	Mt. Apo- Cluster 1: Granada, Gevera, Becamon, Nacua	Grace Alvarado
4	SCIENCE	JASMIN	CASIMIRO	Pantinople	Mt. Apo-Cluster 2: Salisi, Rosima, Almacin, Barsalote	Robel Ambol
5	ENGLISH	ENDRINA	CATALUNA	Flores	Digos Oc-Cluster 1: Nacua, Damo, Pogoy, Cartagena, Calamohoy	Kim Fernandez
6	FILIPINO	NIONES	FORTUN	intero	Digos Oc-Cluster 2: Catingub, Heramiz, Trazo, Malahay, Alabado	Marvin Biscocho
7	ARALPAN	LUCERO	OLIVA	Aperocho	Digos Or-Cluster 1: Jumawan, Jaum, Jalalon, Adam, Cadungog	Blair Bryan Torres
8	TLE/EPP & ALS	LABORADA	BONGCAYAO	Salanga (plus ALS SEPS & Teachers)	Digos Or-Cluster 2: Salboro, Andales, Baulete, Sy	Demosthenes Cajés
9	EsP	NIEVES	BARBA	Sosas	Digos South-Cluster 1: Rellon, Calipayán, P. Deiparine, L. Deiparine	Janet Villapaz
10	KINDER & MTB	TABANAO	ALDE, JUEZAN	Note: With CID Secretary	Digos South-Cluster 2: Villagonzalo, Samonte, Bohol, Sayson, Lungag	Irish Caminade



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