



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

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
DIVISION MEMORANDUM

CID-2024- 596

To : Assistant Schools Division Superintendent
CID and SGOD Chiefs
Public Schools District Supervisors
Education Program Supervisor in Math and Science
Concerned SDO Personnel
Concerned Secondary School Heads
Concerned Secondary Math Teachers
All Others Concerned

Subject : COMMITTEES AND TERMS OF REFERENCE TO THE FACE-TO-FACE
REGIONAL TRAINING ON ENHANCING MATHEMATICS INSTRUCTION
THROUGH KHAN ACADEMY: A TRAINING PROGRAM FOR GRADE 9
MATHEMATICS TEACHERS

Date : December 10, 2024

Relative to Regional Memorandum ORD-2024-108, dated November 8, 2024, regarding the Schedule of Activities for the Implementation of Khan Academy, this office directs the following personnel to make the necessary preparations for the upcoming Regional Face-to-Face Training of Math Teachers (Cluster C) entitled "Enhancing Mathematics Instruction through Khan Academy: A Training Program for Grade 9 Mathematics Teachers," on December 14-15, 2024, at Viewpoint Hotel, Lim Bataan, Digos City.

Personnel In-charge	Designation	Role	Terms of Reference
Ivy F. Solano	EPS	Program Coordinator - Chairperson	Overall management and coordination, ensuring alignment with objectives, and acting as a liaison between facilitators, participants, and venue management..
Jem Boy B. Cabrella	EPS	Program Coordinator - Co-Chairperson	Assist the program coordinator in the overall management and coordination of the event, ensuring alignment with objectives, and acting as a liaison between facilitators, participants, and venue management.
Reyzen Monserate Mark Castañares Janice Alquizar	SEPS AO II EPS II	Logistics Managers	Oversee venue arrangements, seating, backdrop, and LED projectors.



Personnel In-charge	Designation	Role	Terms of Reference
Stephen Pascual Aldvin Jan Alcasid Jessrael Bengil	Division ITO COS AO II		Ensure accessibility and internet connection.
Ronald Dedace Janice Alquizar	SEPS EPS II		Ensure and secure overnight accommodation of participants
Jem Boy Cabrella	EPS		Make necessary follow-up with the caterer and ensure buffers for possible unexpected participants.
Mark Castañares	AO II		Ensure face-to-face registration and daily attendance, including registration materials (attendance sheets).
Reyzen Monserate Cecile Uy	SEPS EPS II	Evaluation (M&E)	Collect feedback and evaluate c/o M&E
Jem Boy Cabrella Jernalyn Castro Ruben Evarretta	EPS MT II PDO II	Documentation Team	Document key activities, photos, and outcomes, and prepare a summary /narrative report.
Dr. Lyra Pilarte	Medical Officer III	Health Security	Ensure provision of nurse-on-duty personnel
April Rose Alcala Ruben Evarretta	PDO I PDO II	Master of Ceremony Toastmaster Certificates Committee	Create the program of activities, act as MC, and manage certificates.

Please ensure that all necessary preparations are completed before the start of the training.

Immediate dissemination of this memorandum is desired.

MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

DepEd Schools Division of Digos City
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Enclosed: As stated.

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Republic of the Philippines
Department of Education
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November 05, 2024

REGIONAL MEMORANDUM
 ORD-2024-108

SCHEDULE OF ACTIVITIES FOR THE IMPLEMENTATION OF KHAN ACADEMY

To: Schools Division Superintendents
 Chief Education Supervisors of FTAD and CLMD

1. In line with the Department of Education's commitment to promote digital learning tools and enhance learning competencies, this Office announces the schedule for the series of activities related to the implementation of Khan Academy. This initiative will facilitate access to high-quality, adaptive online learning resources and foster improved educational outcomes among students across various grade levels.

2. The schedule of activities is:

Date	Activity	Responsible Person
October 23, 2024	Submission of Survey of Schools for Khan Academy based on 3 requirements.	Cristy C. Epe, CESO V Schools Division Superintendent
November 11, 2024	Meeting of Regular ManCom Members from RO and SDO, RO ManCom Secretariat and ICT, Regional EPS of CLMD, and SDO Khan Focal Person	Cristy C. Epe, CESO V Schools Division Superintendent
November 13, 2024	Online Orientation of School Principals, School ICT Coordinators and Math teachers. Attendees will be identified based on survey result.	Khan Academy Philippines personnel
Nov 18-22, 2024	On site School Verification of Khan Academy Philippines personnel based on survey result	Cristy C. Epe, CESO V Mary Jeanne B. Aldeguer, EdD Ronnie R. Mercado, EdD Michael S. Anoda, EdD Herminia A. Bantiding, PhD
Nov 23, 2024	Online Onboarding with Teachers, School ICT coordinators, PSDS of concerned schools, Math EPS (SDO)	Khan Academy Philippines Personnel
Dec 15, 2024	Face to Face Training of Grade 9 Mathematics Teachers	Cristy C. Epe, CESO V Mary Jeanne B. Aldeguer, EdD Ronnie R. Mercado, EdD



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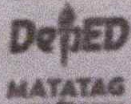
		Michael S. Añoda, EdD Herminia A. Bantiding, PhD Khan Academy Philippines Personnel
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3. Travelling and incidental expenses shall be chargeable to Local Funds subject to the usual government and accounting and auditing rules and regulations.
4. Immediate dissemination of this Memorandum is desired.

[Signature]
Digitally signed by
Farnazo Allan Gabriel
Date: 2024.11.06
10:39:26 +08'00'
ALLAN G. FARNAZO
Director IV

DEPARTMENT OF EDUCATION - DAVAO
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By: *[Signature]*
Date: *Nov. 07, 2024*
Time: *4:379*



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-1665; (082) 221-6147
Email Address: region11@deped.gov.ph
Website: www.depedrox1.ph

