



September 9, 2016

DIVISION MEMORANDUM

No. **155** s. 2016

To : Asst. Schools Division Superintendent
CID Chief
Education Program Supervisors
Public Schools District Supervisors
Public Elementary & Secondary School Heads
All Others Concerned



DIVISION SCREENING OF LEARNING RESOURCE EVALUATORS (LREs) & EVALUATION OF LEARNING RESOURCES

1. This Office announces the conduct of Division Screening of **Learning Resource Evaluators (LREs) and Evaluation of Learning Resources** on October 6-9, 2016 at the Division Library Hub.
2. The objectives of this activity are to:
 - a. Form the core group of Division LREs in every subject area who will be responsible for quality assuring the LRs submitted to this Office and
 - b. Evaluate LRs developed by teachers, school heads and supervisors
3. Learning resources include but not limited to the following:
 - a. Innovations
 - b. Modules
 - c. Manuals
 - d. Lesson Plans
 - e. Lesson Exemplars
 - f. Research Works
 - g. Learners' Materials
 - h. Teaching Guides
 - i. Books/Booklets/Big Books
 - j. Worktexts
 - k. Activity Sheets
4. All teachers, school heads and supervisors are enjoined to submit the LRs they developed or introduced on or before September 23, 2016 at the Learning Resource Management and Development Center (LRMDC) together with the copy of their approved request to develop/introduce their LRs.
5. Interested LREs are requested to accomplish the Curriculum Writer Information Sheet (CWIS) attached to this memorandum to be submitted on or before September 23, 2016.
6. Curriculum writers and trained instructional materials evaluators (TIME) of the LRMDC do not have to accomplish new CWIS.
7. Expenses relative to this activity shall be charged against the downloaded funds from the Regional Office.
8. Immediate and wide dissemination of this memorandum is desired.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



CURRICULUM WRITER INFORMATION SHEET (CSWIS)

Name : _____
 Position : _____
 School : _____
 Grade Level Assignment : _____
 Years in Service : _____
 Bachelor's Degree : _____
 Area of Specialization : _____
 Master's Degree : _____
 Area of Specialization : _____
 Doctorate Degree : _____
 Area of Specialization : _____
 Contact Number : _____ Email Address: _____

Trainings/ Seminars on Curriculum and Instruction Attended (Write up to five only) :

	Title	Date	Venue
1.			
2.			
3.			
4.			
5.			

Please answer the following questions truthfully:

1. Have you been a curriculum writer before?
2. If yes, please specify all the writeshops you have attended and the title of the learning resources you have developed.

3. Please specify your available schedule for the writeshop.

SIGNATURE OVER PRINTED NAME