



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region III
DIVISION OF CITY SCHOOLS
City of San Jose del Monte

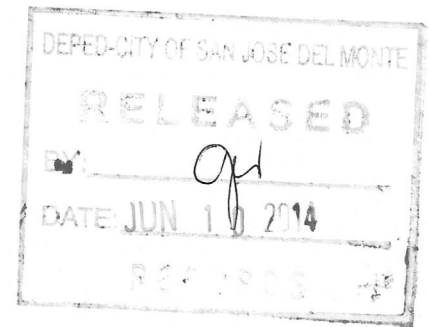


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June 9, 2014

Division Memorandum


No. 77 s. 2014



To: Education Program Supervisors
Public School District Supervisors
Public Secondary/Elementary School

Teacher Induction Program

1. This Office announces the conduct of Teacher Induction Program (TIP) for newly hired regular permanent teachers slated on June 24 for Elementary and 25 for Secondary levels respectively from 7:30am to 5:00pm at San Jose Del Monte National Trade School.
2. The objectives of this activity are to:
 - a. gain clearer understanding of the core duties, responsibilities and benefits of teachers in a public school system;
 - b. discuss with them basic rights of teachers stated in the civil service laws
 - c. help them appreciate their status as regular permanent and promote long lasting commitment to public service
3. The participants to this training are as follows:
 - a. 101- Elementary teachers
 - b. 234-Secondary teachers
4. Enclosure no.1 contains the orientation matrix.
5. Immediate and wide dissemination of the contents of this Memorandum is hereby enjoined.


ESTELITA G. PINEDA CESOV
Schools Division Superintendent

Enclosure No. 1 to Division Memorandum No. 77 s. 2014

TIME	TOPIC	RESOURCE PERSON
7:30 – 8:00	Registration	MARLON P. DACLIS MARIA CORAZON P. LOJA Education Program Supervisors
8:00 – 8:30	Opening Program	BERNADETTE B. ROSAROSO LENY B. DELOS REYES Education Program Supervisors
8:30 – 9:30	Code of Ethics for Professional Teachers - The Teacher and the State, the Profession, and the Learners	MARIA CARMEN P. CUENCO, Ed. D. OIC – Assistant Schools Division Superintendent
9:30 – 10:00	S N A C K S	
10:00 – 11:00	The Teacher as a Person - Personal Welfare of a Teacher	JENNIFER E. QUINTO EPS –I for Values Education
11:00 – 12:00	The Teacher as a Professional - Career Path of a Teacher - Professional Welfare of a Teacher	MANUEL P. DELA CRUZ Human Resource Management Officer
12:00 – 1:00	L U N C H B R E A K	
1:00 – 2:00	Roles, Duties and Responsibilities - Characteristics of a Teacher - Qualifications, Rights, & Privileges of a Teacher in the Magna Carta for School Teachers	ROLANDO T. SOTELO, Ph. D. Public Schools District Supervisor
2:00 – 3:00	Records Management - Anecdotal Record and Communication to Parents - Pupils'/Students' Records	ESPERANZA DIAZ-CRUZ EPS –I for English
3:00 – 3:30	S N A C K S	
3:30 – 5:00	Professional Development Guide for Teachers - Teacher Education Development Program (TEDP) - National Competency-Based Teacher Standards (NCBTS) - Performance Appraisal for Teachers (PAST)	CYNTHIA V. BERDOS EPS –I for Science

WORKING COMMITTEES:

Moderators : **CORAZON G. IGNACIO**
DOLORES M. LAVILLA

Food & Venue : **RAMON S. LACANILAO, Ph. D.**
SENEN B. JANE

Documentation & Certificates : **ARTHUR FRANCISCO**