



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



website: www.depedcsjdm.webs.com / e-mail: deped_csjdm@yahoo.com / telefax: (044) 815-2815

June 28, 2017


DIVISION MEMORANDUM

No. 99 s. 2017

To: Assistant Schools Division Superintendent
Division Chiefs
District Supervisors
Education Program Supervisor I, ALS
Public Elementary and Secondary School Heads
All Others Concerned

**ORIENTATION AND SEMINAR WORKSHOP OF
ALS INSTRUCTIONAL MANAGERS**

1. Please be informed of the Orientation and Seminar Workshop of ALS Instructional Managers on July 4-6, 2017 with the theme *"Pag ALS Ka, Flexible Na, Insightful Pa"* at the Starmall Event Hall, Barangay Kaypian this City.
2. Participants to this activity are Education Program Supervisor I, ALS, Public Elementary and Secondary School Heads (half day only), EPSA, DALSC, Instructional Managers, Stakeholders and Partners.
3. Expenses including lunch and snacks of the participants shall be charged against the City Supplemental Budget for 2017, subject to the usual accounting and auditing rules and regulations.
4. Training matrix is attached as Enclosure no. 1 for immediate reference.
5. The attendance of the foregoing list of participants is desired.
6. Immediate and wide dissemination of this Memorandum is desired.


GERMELINA H. PASCUAL, CESO V
Schools Division Superintendent



"Collaborating with our Leaders", Caring for our Learners"



ACTIVITY MATRIX
Orientation and Seminar Workshop of ALS Instructional Managers

July 4, 2017 (Day 1)
(Tuesday)

A.M

- | | | |
|--------------|---|--|
| 8:00 - 8:30 | : | Registration and Photo Ops of Participants |
| 8:30 - 9:30 | : | Opening Program Invocation <i>National Anthem, Gitnang Luzon Hymn, City Hymn Roll Call, and Group Energizer</i> |
| 9:30 – 12:00 | : | Discussion: National & Local Education Program Speaker: SENEN B. JANE, EPS I, ALS |
| 12:00 – 1:00 | : | LUNCH B R E A K |

PM

- | | | |
|-------------|---|--|
| 1:00 – 2:00 | : | ALS Recruitment Process <i>Speaker: SHERWIN A. ROJAS, MT</i> |
| 2:00 – 3:00 | : | Discussion of FLT & ILA <i>Speaker: JOEL V. JAVILLIONAR, MT</i> |
| 3:00 – 4:00 | : | Instructional Managers Reports MIS Soft & Hard copy, SMART-ALS <i>Speaker: ROMAN F. CACHO, DALSC</i> |
| 4:00 - 5:00 | : | ALS Curriculum: 5 Learning Strands and Competencies <i>Speaker: FROILAN V. HERRERA, DALSC</i> |
- July 5, 2017 (Day 2)
(Wednesday)

A.M

- | | | |
|--------------|---|--|
| 8:00 – 12:00 | : | Actual recruitment process in different target barangays (AdSocMob & Mapping) |
| 12:00 – 1:00 | : | LUNCH B R E A K |

PM

- | | | |
|-------------|---|---|
| 1:00 – 3:00 | : | Encoding of MIS and other related reports |
| 3:00 - 4:00 | : | Discussion on Session guide 4 (A's) |
| 4:00- 5:00 | : | Construction of ALS Session Guide |

***Note: All Activities are to be facilitated by Mobile Teachers
Monitor by EPS, EPSA & DALSC***

July 6, 2017 (Day 3)
(Thursday)

A.M

| | | |
|---------------|---|--|
| 8:00 - 8:30 | : | Registration and Photo Ops of Participants |
| 8:30 - 9:00 | : | Morning Praise; Roll Call & Energizers, Recapitulation of previous day's activities |
| 9:00 - 11:00 | : | Reporting & submission of group's output report |
| 11:00 - 12:00 | : | Sample demonstration teaching using 4A's and andragogy method <i>Demonstrator: JUDITH LYN M. APAWAN, MT</i> <i>JOVIE ROMMEL G. LOGRONIO, MT</i> |
| 12:00 - 1:00 | : | LUNCH BREAK |

PM

| | | |
|-------------|---|--|
| 1:00 - 4:00 | : | Demo teaching of selected participants |
| 4:30 - 5:00 | : | Synthesis and closing program |

VILMA A. MARQUEZ, EPSA
Chairman - Program and Activity

ROMAN F. CACHO, DALSC
Co-Chairman