



Division of Rizal
District of San Mateo
STO. NIÑO ELEMENTARY SCHOOL



SCHOOL MEMORANDUM No. 2, S. 2019

Date: May 20, 2019

To: Grade Leaders
All SNES Teacher
Key Teachers



From: MARLON S. MARQUEZ, Ph.D.
Principal


1. In connection with DM No. 7 s 2019 entitled School Calendar of 2019, responding to the days allotted for In-service training for Teachers (INSET) for the continuing professional development of teachers. Relative to this the School shall conduct a In-Service Training Workshop entitled "Teaching Strategies...Rewind" on May 27-30, from 8:00- 5:00 pm and conduct demo teaching on the last day.

The activity aims to:


- Continue the Professional Growth and Development of Teachers
 - Reiterate the importance of fundamental and advance teaching strategies
 - Help teachers prepared Instructional Materials based from the Teaching strategies given.
2. The assigned committees and schedule for the said activity are included in the following enclosures:
Enclosure No. 1 – Working Committees
Enclosure No. 2 – Matrix of the Activity
Enclosure No. 3 – Program
 3. Please be guided accordingly.


PLS READ & SIGN


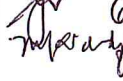
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EXECUTIVE COMMITTEE

Chairperson	MARLON S. MARQUEZ, Ph.D.
Members	FEBIE Y. JOCSON
	CARMENCITA J. SANTOS
	ALLAN S. DAGONG

WORKING COMMITTEES

Committee / In Charge	Terms of Reference
Program Pia lynn L. Areño (Chairman) Joyce Garga Janelyn L. Gaytana Danica Dacanay	Prepare a simple opening and closing program Co monitor with the assigned facilitator/officer of the day
Officer of the Day Day 1 – Liezl Abamonga Day2 – Juliette Roble Day 3 – Eva F. Bumanglag Day 4 – Jober S. Eguiron	Ensures the readiness and availability of materials for the sessions and workshop Monitor the conformity of each activity with the schedule time
Registration Estrella S. Pebres (Chairman) Maryjane Gallardo Julie V. Pamittan	Prepares and makes sure attendance sheet is filled up by all teachers available
Certificates Cherry Mae Tabion (Chairman) Roselle Ocampo Leanne-Joy B. Malto Camille Aruta Cecile B. Acebron	Prepare and distribute the certificates for the members of executive, working committees and participants
Documentation and Pictorial Diana Delos Santos (Chairman) Stephanie T. Tabion Ma. Jenelyn Pastrana Marissa Amancio	Prepared the narrative and pictorial for the 4 day activity.
Accommodation and Decoration Robert Eurolfan (Chairman) Norina V. Hernandez Catherine Tribo Naila Bilalang Maricel Libay Bebe Lamsen Mark Angelo Teppang Roneal Branzuela Dawna Zozobrado Leizyl Reyes Maureen Valdez	Prepares and Checks the availability of the needed equipment like sound system, microphone, LCD, projector, tables and chairs
QATAME Farrah Mae Gorospe (Chairman) Richell B. Dionio Joanne A. Amoyo	Evaluates the overall program

MATRIX OF ACTIVITIES
"TEACHING STRATEGIES...REWIND"

TIME	DAY 1 (MAY 27, 2019)	DAY 2 (May 28, 2019)	DAY 3 (May 29, 2019)	DAY 4 (May 30, 2019)
7:00-8:00	Registration			
8:00-8:30	Opening Program	MOL		
8:30-9:30	Art of Questioning (Elisa C. Alingasa)	Cooperative Learning (Jessa T. Mejares)	Using different graphs (Cristina Angelica Ceriola)	Demo Teaching on English (Febie Y. Jocson)
9:30-10:00	Break			
10:00-11:00	Workshop on Art of Questioning	Workshop on Cooperative Learning	Workshop on Using Graphs	Demo Teaching on Science (Ly-Ai A. Mosqueda)
11:00 – 12:00	Graphic Organizer (Zenaida Aquino)	Teaching Using Multi Media Approach (Arnel C. Ramer)	Visualization (Susan J. Samson)	Demo Teaching in Math (Cristina D. Calma
12:00-1:00	Lunch Break			
1:00-2:00	Workshop on Graphic Organizer	Workshop on Using Multi-media Approach	Workshop on Visualization	Closing Program
2:00-3:00	Decoding Strategy (Sarah Malasan)	Discovery Approach (Amiel Rivera)	A special Mathematical Tool (Allan S. Dagong)	
3:00-4:00	Workshop on Decoding Strategy	Workshop on Discovery Approach	Tips on Classroom Management (Carmencita J. Santos)	
Officer of the Day	Liezl Abamonga	Juliette Roble	Eva F. Bumanglag	Jobert S. Eguiron

PROGRAMME
May 27, 2018
8:00 am – 4:00 pm

I. Opening Program

A. Opening PrayerHELEN A. LAGUIT Grade One Teacher
B. National AnthemEVANGELINE B. DELA PEÑA Grade Two Teacher
C. Opening RemarksCARMENCITA J. SANTOS SCHOOL OIC
D. Checking of AttendanceMARIA RAQUEL GAMBALAN Grade Three Teacher
E. Statement of the PurposeFEBIE Y. JOCSON Grade Three Teacher

II. Seminar Proper

English Facilitator	Elisa C. Alingasa Zenaida I. Aquino Sarah V. Malasan
Science Facilitator	Jessa Mejares Arnel C. Ramer Amiel Rivera
Math Facilitator	Allan S. Dagong Cristina Angelica Ceriola Susan J. Samson Carmencita J. Santos
Demonstration Teachers	Febie Y. Jocson Ly-Ai A. Mosqueda Cristina D. Calma
Process Observer	Dr. Marlon S. Marquez

JANELYN L. GAYTANA & CATHERINE TRIBO
Masters of Ceremony