



Republic of the Philippines  
**Department of Education**  
Region XII  
**Division of Sarangani**  
Alabel

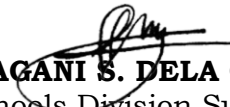


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**Division Memorandum**

No. 140 s. 2015

TO : District Supervisors  
School Heads – Elementary and High Schools  
This Division

FROM :  **ISAGANI S. DELA CRUZ**  
Schools Division Superintendent

SUBJECT : **Summer Seminar for All Grade Two Teachers In the Division of Sarangani**

DATE : April 23, 2015

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1. Dep Ed Sarangani in partnership with the Office of the Provincial Governor will conduct a 3- day training of all grade two teachers in Reading at the Division Office, by Cluster starting May 6 to 22, 2015.
2. Participants are all Grade Two Teachers this division. A 3-day service credit will be given upon the presentation of Certificate of Completion to the Principal who will submit DTR to the Office concerned, subject to the guidelines in granting service credits.
3. Venue of the training will be at the Division Office Conference Halls (old and new) to accommodate the number of pax. It will be a live – out training .Pax who will stay will bring their own sleeping gears and may opt to stay in the b billeting quarters, Alabel Science High School and Alabel Central Sped Center.
4. There is no registration fee.Meals & snacks, and materials are funded by the Governor’s Sulong Karunungan Program.
5. Participants are expected to arrive on the first day at 7:00 A.M. Training materials to be brought by pax will be the K to 12 materials Teachers’ Guide in English , MTB –MLE, Filipino, scissors, paste etc.
6. Attach herewith are the Clustering of Schools and Training Matrix.
7. Immediate dissemination of this memorandum is desired.



Enclosure No. 1

Training of Grade Two Teachers in Reading - Clustering of Schools  
 Venue: Division Office - Conference Hall (Old - New)

CLUSTER 1	No. of Pax	CLUSTER 3	No. of Pax
A. Malungon Districts		A. Kiamba Districts	
1. North Malungon	19	1. West Kiamba	23
2. West Malungon	23	2. East Kiamba	23
3. South Malungon	20	TOTAL	46
4. East Malungon	16	Maasim Districts	
TOTAL	78		
Alabel Districts		1. East Maasim	20
		2. West Maasim	21
1. East Alabel	18	TOTAL	41
2. West Alabel	34	Maitum Districts	
3. South West Alabel	18		
TOTAL	70	1. East Maitum	14
Grand Total	148	2. West Maitum	17
CLUSTER 2		TOTAL	31
		Grand Total	118
A. Malapatan Districts		OVER ALL TOTAL	396
1. Malapatan I	21		
2. Malapatan 2	14		
3. Malapatan 3	17		
TOTAL	52		
Glan Districts			
1. Glan Central	26		
2. North Glan	26		
3. South Glan	26		
TOTAL	78		
Grand Total	130		



Enclosure No. 2

**Training of Grade Two Teachers in Reading for the Division of Sarangani**

Dates of Training: Cluster 1- Malungon and Alabel Districts – May 6-8, 2015  
 Cluster 2- Malapatan and Glan Districts \_ May 13- 15, 2015  
 Cluster 3 – Kiamba, Maasim and Maitum Districts – May 20 – 22, 2015

Skill Area : READING  
 Seminar Theme: “Catch Them Before They Fall”  
 No. of Days: 3 days per Cluster Total – 9 days  
 Training Matrix

Day 01 Morning Session	Topics	Facilitators / In - Charge
7:30 – 8 :30 A. M.	Arrival and Registration of Pax	Secretariat
8:30 – 9:00	Opening Program	Host District
9:00 – 10:00	ECARP Goals and Objectives	Elizabeth G. Torres
10:00 – 11:00	The Reading Process	Laforeza L. Maguate
11:00 - !2: 00	Pyramid of Basic Literacy Skills	Dr. Leticia E. Cabang
12:00	L U N C H	
Afternoon Session		
1:00 – 2 :00 P. M.	Phonological / Phonemic Awareness Skills – Alphabetic Principle	Dr. Leticia E. Cabang
2:00 – 4: 00	Seven Phonics Generalizations Word Fluency: Word Accuracy, Speed and Prosody	Louie Mark Garvida
4:00 – 4:45	Strategies in Developing Word Vocabulary and Comprehension	Laforeza L. Maguate
4; 45 -5:00	OPEN FORUM and WRAP UP	Elizabeth G. Torres
Day 2 Morning Session		
8:00 – 8: 30 A.M.	Warm Up Activities	Participants
8:30 – 10:00	Diagnosing Reading Difficulties : Word Recognition and Comprehension/ Diagnostic Tools to Assess Phonemic Awareness Skills	Dr. Leticia E. Cabang
10:00 – 12:00	Assessing Word Fluency / Running Records, Word Accuracy Rate , Speed Rate, Benchmark, Assessing the Four Levels of Comprehension / Benchmark	Louie Mark Garvida
12:00 Noon	L U N C H	
Afternoon Session		
1:00 – 2:00 P.M.	Strategies in Developing Vocabulary and	Elizabeth G. Torres



	Comprehension	
2: 00- 3:00	Remedial Reading / Intervention Activities	Laforeza L. Maguate
3:00 – 4:00	Interpreting and Using the PHIL IRI Pre- Test Results	Elizabeth G. Torres
4:00 – 4 :45	E G R A – A R A T A	Elizabeth G. Torres
4:45 – 5:00	Open Forum and Wrap Up	Laforeza L. Maguate
Day 3 Morning Session		
8:00 – 8:30 A.M.	Warm Up Activities	Participants
8 :30 – 10 :30	Demo – Teaching in Developing the Basic Literacy Skills	Facilitators : Elizabeth G. Torres / Laforeza L. Maguate
10:30 - !2:00	Observations / Feedback on the Demo Teaching	Participants
12:00 Noon	L U N C H	
Afternoon Session		
1:00 – 2:00 P.M.	Display of Instructional Materials	Participants
2:00 – 4:00	Evaluation of the Seminar / Closing Program	Facilitators: L. Maguate / Elizabeth G. Torres / Participants

