



Republic of the Philippines  
Department of Education  
Region VI – Western Visayas  
**DIVISION OF AKLAN**  
Kalibo, Aklan



September 19, 2019

**DIVISION MEMORANDUM**  
No. 311, s. 2019

**DIVISION TRAINING-WORKSHOP ON CONTEXTUALIZATION OF KINDERGARTEN  
TEACHER'S GUIDE AND QUALITY ASSURANCE OF GRADE 7 ENGLISH TEACHER'S  
GUIDE**

To: **Chief Education Supervisors  
Education Program Supervisors  
Public Schools District Supervisors  
Senior/Education Program Specialist  
Heads of Public Elementary, Secondary and Integrated Schools**

1. In support of the Enhanced Basic Education Act of 2013, this Division will conduct the **Division Training-Workshop on Contextualization of Kindergarten Teacher's Guide and Quality Assurance of Grade 7 English Teacher's Guide** on October 3-5, 2019. The venue will be announced later.
2. The objectives of the training are to:
  - a. craft Kindergarten Curriculum Contextualization Matrix to be used as basis for writing contextualized literary pieces, strategies and assessment;
  - b. develop contextualized Teacher's Guide for Kindergarten Teachers;
  - c. conduct quality assurance to Grade 7 English Teacher's Guide; and
  - d. reproduce the quality-assured Teacher's Guide.
3. The participants to this activity are the 19 District Kindergarten Coordinators, 6 members of the Division Quality Assurance Team for Grade 7 English and the Division Technical Working Group.
4. The Division QA Team and TWG as well as the participants shall be given service credits/compensatory day-off for the services rendered during weekends per Dep Ed Order 53 s. 2003, Updated Guidelines on the Grant of Service Credits.
5. The expenses incurred for the conduct of this activity shall be charged to HRTD Fund while transportation expenses of the participants and trainers are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
6. In preparation for the activity, there will be a **Pre-Training Activity and Walkthrough of Trainers** on **September 21 and 28**, 8:00 o'clock in the morning to 5:00 o'clock in the afternoon at the **Arthur S. Juada Hall**, Division Office, Kalibo, Aklan.

*"May katawhayan ag kalipayan sa among mga escuelahan."*

7. The List of Participants, Trainers and Training Matrix are found in Enclosures No. 1 and 2, respectively.

8. Immediate and widest dissemination of this Memorandum is earnestly desired.

  
**SALVADOR O. OCHAVO Jr., Ed.D. CESO V**  
Schools Division Superintendent *SO*

Reference: Enhance Basic Education Act of 2013

Enclosure/s: As stated

Allotment: 1 – (R.O. s. 1994)

To be indicated in the Perpetual Index  
under the following subjects:

**CURRICULUM**

**ELEMENTARY**

**TEACHERS**

KDL/cdb

*"May katawhayan ag kalipayan sa among mga escuelahan."*

**List of Participants**

Education Program Supervisor	1
Project Development Officer II	1
Trainers and QA Team	7
Division English and Kindergarten Coordinators	2
Participants	19
Total Number of Participants	30

**Division Technical Working Group, Trainers and QA Team**

Training Director	Salvador O. Ochavo, Jr., Ed.D.,CESO V Schools Division Superintendent
Assistant Training Director	Jose Niro R. Nillasca OIC, Office of the ASDS
Training Manager	Dobie P. Parohinog, PhD CID Chief
Training Coordinator	Kyzil D. Lipar, PhD EPS- English In-Charge of SPED and Kindergarten
Trainers	Mahnne Q. Tolentino Project Development Officer  Perpetua N. Goyo, MT II Alaminos Elementary School
Division Coordinators	Dr. Jesely I. Villorente, HT I Fulgencio Norte Elementary School  Barbra N. Villareal, HT II ATRSIS
Division Quality Assurance Team	Mar P. Quimpo, HT I Altavas National School  Juvinna R. Dela Cruz, MT I Numancia Integrated School  Annie B. Malacas, MT I New Washington National Comprehensive High School  Jennifer T. Dumarán, T III Tangalan National High School  Maria Fe A. Ricamonte, T III Regional Science High School for Region VI  Maienne I. Pabroa, Teacher III Torralba National High School

*“May katawhayan ag kalipayan sa among mga escuelahan.”*

Enclosure No. 2 to Division Memorandum No. \_\_\_\_\_ s. 2019

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**DIVISION TRAINING-WORKSHOP ON CONTEXTUALIZATION OF KINDERGARTEN TEACHER'S GUIDE AND QUALITY ASSURANCE OF GRADE 7 ENGLISH TEACHER'S GUIDE**

October 3-5, 2019

Time	Day 1 (October 3, 2019)	Day 2 (October 4, 2019)	Day 3 (October 5, 2019)
8:00 – 8:30	<b>Registration/Opening Program</b>	Management of Learning	Management of Learning
8:30 – 10:30	<b>Orientation and Levelling of Expectations</b> Dr. Kyzil D. Lipar <b>Kindergarten Curriculum Guide and Domains</b> Dr. Jesely I. Villorente	<b>Creating Contextualized Literary Pieces for Kindergarten/ Evaluation for Quality Assurance</b>	<b>Continuation of Creating Contextualized Literary Pieces for Kindergarten/ Evaluation for Quality Assurance</b>
10:30 – 12:00	<b>Curriculum Contextualization and Crafting of the Matrix</b> Perpetua N. Goyo		<b>Presentation of Outputs</b>
12:00 – 1:00	Lunch	Lunch	Lunch
1:00 – 3:00	<b>Guidelines on Print Resources</b> Mahnie Q. Tolentino		<b>Final Printing</b>
3:00 – 5:00	<b>Social Content Guidelines</b> Mahnie Q. Tolentino		Clearing House Closing Program