



Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Kalibo, Aklan



November 4, , 2019

DIVISION MEMORANDUM
No. 394 , s. 2019

**DIVISION TRAINING-WORKSHOP ON INTEGRATING ICT IN CONTEXTUALIZING
INSTRUCTIONAL MATERIALS FOR K TO 3 MATHEMATICS TEACHERS**

To: **Chief Education Supervisors**
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Elementary and Integrated Schools

1. In adherence and in support to DepEd Order No. 35, s. 2016 entitled, "The Learning Action Cell as a K to 12 Basic Education Program School-Based Continuing Professional Development Strategy for the Improvement of Teaching and Learning", the Department of Education through the Curriculum Implementation Division will conduct a **Division Training-Workshop on Integrating ICT in Contextualizing Instructional Materials for K to 3 Mathematics Teachers** on **November 14 to 16, 2019** at the Aklan State University College of Industrial Technology, Function Hall, Kalibo, Aklan.
2. This training-workshop aims to:
 - a. equip teachers with skills in manipulating an ingenious counting device to simplify teaching of mathematical operations;
 - b. contextualize instructional materials used in the teaching-learning process;
 - c. produce ICT-based integrated learning activity sheets for K to 3 learners;
 - d. develop support system among teachers in improving pedagogical strategies in teaching the subject; and,
 - e. address issues and concerns on numeracy and mathematics performance among learners in the division.
3. The participants listed in Enclosure No. 1 are requested to bring Curriculum Guides (CGs), Mathematics Teacher's Guides (TGs), Learner's Materials (LMs), activity sheets, laptop, pocket wifi, and extension cord. Attached as Enclosure No. 2 is the training matrix for this activity.
4. Food, workshop materials and accommodation of participants relative to this activity are chargeable against the HRTD fund subject to the usual accounting and auditing rules and regulations. Travel expenses of teacher-participants relative to this activity are chargeable against local school funds or school MOOE subject to the usual accounting and auditing rules and regulations.
5. Teacher-participants, facilitators and members of working committees are entitled to one day Service Credit in accordance with DepEd Order No. 53, s. 2003 entitled: "Updated Guidelines on the Grant of Vacation Service Credits to Teachers". On the other hand, non-teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2 s. 2004 on Non-Teaching Monetary Remuneration for Overtime Service Rendered.
6. Immediate and wide dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent

ETB/cdb

RESOURCE PERSONS

Mr. MHANIE Q. TOLENTINO
Ms. MARY ANN THERESE F. MENCHAVEZ

Mrs. FLORADEL P. JAMERO
Mr. JUBEN FEL M. YABUT

Allocation of Participants per District

Dates to be attended by the following participants:

November 14 – 16, 2019 – Kindergarten to Grade 3 Teachers

November 14 – 15, 2016 – District ICT Coordinators

November 16, 2019 – District Elementary Mathematics Coordinators

District	Kindergarten	Grade 1	Grade 2	Grade 3	District ICT Coordinator	District Elem. Math Coordinator
Altavas	1	1	1	1	1	1
Balete	1	1	1	1	1	1
Banga	1	1	1	1	1	1
Batan	1	1	1	1	1	1
Buruanga	1	1	1	1	1	1
Ibajay East	1	1	1	1	1	1
Ibajay West	1	1	1	1	1	1
Kalibo 1	1	1	1	1	1	1
Kalibo 2	1	1	1	1	1	1
Lezo	1	1	1	1	1	1
Libacao	1	1	1	1	1	1
Madalag	1	1	1	1	1	1
Makato	1	1	1	1	1	1
Malay	1	1	1	1	1	1
Malinao	1	1	1	1	1	1
Nabas	1	1	1	1	1	1
New Washington	1	1	1	1	1	1
Numancia	1	1	1	1	1	1
Tangalan	1	1	1	1	1	1
TOTAL	19	19	19	19	19	19



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Aklan State University-College of Industrial Technology
November 14 – 16, 2019

TRAINING MATRIX

TIME	DAY 1	DAY 2	DAY 3
7:00 – 8:00	Registration	MOL	MOL
8:00 – 9:00	Opening Program	Session 3 Teaching K to 12 Standards with ICT For Global Competitiveness Mrs. Floradel P. Jamero	Session 5 The Abacus: Connecting the Past and the Present Ms. Mary Ann Therese F. Menchavez
9:00 – 10:00	Session 1 BLR Guidelines on Visual Arts Management Mr. Mahnnie Q. Tolentino	Session 4 Stop-Motion Animation Mr. Juben Fel M. Yabut	Workshop 3
10:00 – 11:00	Session 2 Introduction to Animation Process	Workshop 2	
11:00 – 12:00	Mr. Mahnnie Q. Tolentino		
12:00 – 1:00	L U N C H		
1:00 – 2:00	Workshop 1	Continuation of Workshop 2	Continuation of Workshop 3
2:00 – 3:00			
3:00 – 4:00			
4:00 – 5:00	Submission of Outputs	Submission of Outputs	Closing Program