



Republic of the Philippines

Department of Education

Region VII, Central Visayas

DIVISION OF CEBU PROVINCE

Sudlon, Lahug, Cebu City



November 11, 2014

DIVISION MEMORANDUM

No. 612, s. 2014

**BASA PILIPINAS TRAINING OF DISTRICT SUPERVISORS AND ELEMENTARY SCHOOL HEADS
ON STRENGTHENING SCHOOL-BASED LAC SESSIONS FOR THE K TO 12 READING
PROGRAM AND ORIENTATION ON THE Q3 MATERIALS**

**To: Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary School Heads**

1. This Office announces the conduct of the **Basa Pilipinas Training of District Supervisors and Elementary School Heads on Strengthening School-Based Learning Action Cell (LAC) Sessions for the K to 12 Reading Program and Orientation on the Quarter 3 Materials** on November 17-20, 2014.
2. Please refer to the attached list of participants, venues, as well as nurses and financial staff involved.
3. This training aims to:
 - define the roles of District Supervisors and school heads in supporting the reading program;
 - demonstrate enhanced competencies in designing and facilitating LAC Sessions through inputs and skills practice sessions; and
 - walk through the session guides and modules of the *Basa Pilipinas* Literacy LAC Sessions and the K to 12 Grades 1 and 2 Quarter 3 materials.
4. School heads are requested to bring to the venue the Acknowledgment Receipts for Quarters 1 and 2, Read Alouds and Leveled Texts.
5. Participants are expected to arrive at the venue on Day 1, November 17 and check-out on Day 4, November 20; however, participants from Bantayan and Camotes Islands may check-in on Day 0, November 16 and check-out on November 21. Opening Program will be on November 17 at exactly 8:00 AM. For live-in participants, only round-trip transportation expenses shall be reimbursed with boat, bus and taxi receipts as attachments.
6. Traveling, hotel accommodation, meals, snacks and other expenses relative thereto, shall be chargeable against **USAID Basa Pilipinas Funds**, subject to availability and the usual accounting and auditing rules and procedures.
7. This Memorandum serves as participants' Authority to Travel.
8. Immediate dissemination of and compliance with this Memorandum is directed.

ARDEN D. MONISIT, Ed.D.
Schools Division Superintendent

BASA PILIPINAS TRAINING ON STRENGTHENING SCHOOL-BASED LAC SESSIONS FOR THE K TO 12 READING PROGRAM AND ORIENTATION ON THE UTILIZATION OF Q3 MATERIALS

November 17-20, 2014

Cluster #	District	# of School Heads/ Sup	Total # of Pax	Venue	Pax Accommodations Arrangement	Lead Instructor	DepEd Facilitators	DepEd Support	
								Finance	Nurse
November 17-20, 2014 (Sarrasa Hotel)									
1	Mandaue City Central	1	45	Hall B (5th floor, South wing)	Live-out	1	2 + 1 from Mandaue	Laure Marie Laurel	Minerva Perales
	Mandaue City North	6							
	Mandaue City South	4							
	Mandaue City West	12							
	Liloan	13							
	Cordova	9							
	Consolacion	16							
	Carmen	20							
	Compostela	17							
	Sogod	21							
2	Tabogon	21	53	Hall C (5th floor, South wing)	Live-in	1	3	Marilyn Cuesta	Digna Oliva
	Catmon	12							
	Medellin	22							
	Borbon	19							
	Daanbantayan 1	16							
	Daanbantayan 2	11							
	San Remigio 2	17							
	San Remigio 1	13							
	Bantayan 1	10							
	Bantayan 2	13							
3	Madridejos	14	54	Hall D (5th floor, South wing)	Live-in	1	3	Marilyn Cuesta	Joy Lumapas
	Sta. Fe	11							
	Minglanilla 1	10							
	Minglanilla 2	10							
	San Fernando	20							
	Poro	13							
	Pilar	12							
	San Francisco	17							
	Tudela	7							
	Alcoy	10							
Total # of Participants at Sarrasa Hotel 397									
November 17-20, 2014 (DepEd Ecotech Center)									
4	Dalaguete 1	16	57	New Dining Hall 1	Live-in	1	3	Indelicia Yorpo	Evelia Cole
	Dalaguete 2	10							
	Moalboal	16							
	Sibonga	15							
	Argao 1	15							
	Argao 2	22							
	Badjan	16							
	Ginatlian	7							
	Alcantara	9							
	Ronda	10							
5	Balamban 1	13	56	Molave 1	Live-in	1	3	Donnabelle Bustamante	Bringel Tagpuno
	Balamban 2	17							
	Dalaguete 1	16							
	Dalaguete 2	10							
	Moalboal	16							
	Sibonga	15							
	Argao 1	15							
	Argao 2	22							
	Badjan	16							
	Ginatlian	7							
Alcantara	9								
Ronda	10								
Balamban 1	13								
Balamban 2	17								
Total # of Participants at Ecotech Center 397									

BASA PILIPINAS TRAINING ON STRENGTHENING SCHOOL-BASED LAC SESSIONS FOR THE K TO 12 READING PROGRAM AND ORIENTATION ON THE UTILIZATION OF Q3 MATERIALS

November 17-20, 2014

Cluster #	District	# of School Heads/ Sup	Total # of pax	Venue	Pax Accommodations Arrangement	Lead Instructor	DepEd Facilitators	DepEd Support	
								Finance	Nurse
11	43 Pinamungajan 1	11	51	Narra 1	Live-in	1	3	Goldie Bahinting	Mary Ann Tamayo
	44 Pinamungajan 2	10							
	45 Barili 1	16							
	46 Barili 2	14							
12	47 Dumanjug 1	13	62	Kamagong	Live-in	1	4	Emelyn Capangpangan	Abigail Tumulak
	48 Dumanjug 2	18							
	49 Alegria	15							
	50 Oslob	16							
	51 Boljoon	12							
13	52 Santander	8	62	Executive Conference Hall	Live-in	1	4	Ryma Joy Legados	Raymond Gamutin
	53 Malabuyoc	13							
	54 Samboan	16							
	55 Aloguinsan	13							
	56 Asturias	14							
14	57 Tabuelan	16	61	Annex Dining	Live-in	1	4	Lynell Moynay	Ma. Ludee Ermac
	58 Tuburan 1	15							
	59 Tuburan 2	16							
Total for Ecotech			402						
Grand Total			799						

Subject: LAC training for school heads and supervisors
From: Sebial, Melanie (msebial@edc.org)
To: arden_monisit@yahoo.com;
Cc: annp2go2012@yahoo.com.ph; janicetan624@yahoo.com; mshmm_28@yahoo.com;
Date: Thursday, November 6, 2014 10:32 PM

Hi Sir Arden,

Hope you are doing well. Thank you for releasing the division memo for the ToT for LAC Training even before Sir Marcial's letter came in. I am resending here the said letter including the attachment on the configuration for the LAC Training rollout (Nov. 17-19) and Orientation on the Q3 materials for school heads and supervisors (Nov. 20).

During the ToT, we are asking that the Lead Instructors (LIs) will bring the USB given by Basa last May containing the training materials. Both LIs and facilitators are encouraged to bring their laptops/netbooks/ tablets to be used during the sessions.

We are again asking for your permission to include the following reminders in the division memo for Nov. 17-20 activity:

- School heads are requested to submit the lacking signed Acknowledgement Receipts for Quarters 1 & 2 TGs, read-alouds, and leveled texts
- Participants can still check in on Nov. 17 except for those from Bantayan and Camotes (Nov. 16). Opening program starts at 8am on day 1. Check out is on Nov. 20 except for Camotes and Bantayan, which is on Nov. 21.

During the ToT, we will request 1 nurse to be billeted at Golden Prince. For the rollout, we will deploy 1 nurse per cluster but we will billet 2 nurses only per venue to be on standby at night. We will discuss with Ma'am Ann if this possible.

Daghang salamat, Sir.

Melanie P. Sebial | *Program Team Leader – Cebu Field Office*

USAID/Basa Pilipinas – Implemented by Education Development Center, Inc. (EDC)

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