



Republic of the Philippines
Department of Education
CARAGA REGION

February 26, 2020

REGIONAL MEMORANDUM
No. **130** s. 2020

To: SCHOOLS DIVISION SUPERINTENDENTS
Chiefs of the Functional Divisions
This Region



CAPABILITY BUILDING FOR MASTER TEACHERS

1. There shall be a Capability Building for Master Teachers on April 21-23, 2020 to be held at Grand Palace Hotel, Butuan City.
2. The general objective of this training is to capacitate our master teachers on the different learning and development strategies of becoming effective instructional leaders. Specifically, the participants shall be able to:
 - 2.1 understand the role of the PPST for teachers in RPMS;
 - 2.2 review the PPST-based RPMS tools and associated tools;
 - 2.3 demonstrate in-depth knowledge on linking observation notes and the Classroom Observation Tool (COT);
 - 2.4 revisit the relevance of communication as an instructional tool;
 - 2.5 show the relevance of observation and note-taking skills as RPMS-PPST raters;
 - 2.6 use COT during a classroom demonstration teaching;
 - 2.7 submit a compilation of sample classroom observation notes for Teachers I-III; and
 - 2.8 present an Individual Learning Plan/Action Plan.
3. The participants to this training are Master Teachers (Elementary, Secondary and Senior High School) preferably those Master Teachers who **have not attended** any Capability Building for Master Teachers in the regional level. Slots allotted per Division is indicated in Enclosure No. 1. The list of participants shall be submitted through email at hrdddepd13@gmail.com in Excel Format on or before March 6, 2020 using the template below. Failure to do so would mean an open slot for the other SDOs.

Division:

Name	Sex	Designation	Level (Elem/JHS/SHS)	School/District Assigned	Contact #	E-mail Address
1.						

4. Attached hereto is Enclosure No. 1, Allotment of Participants per Schools Division Office.



Address: J.P. Rosales Avenue,
Butuan City
Trunkline No: (085) 342-8207
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph



DepEdRO13-REC-013/R3/02-18-2020

5. Expenses incurred during this activity such as: meals, snacks, accommodation of participants, learning facilitators, regional program management team, supplies and materials, transportation, accommodation and honorarium of resource speakers are charged against HRD Funds SARO No. OSEC 13-19 2130 while transportation and per diem of participants from the 12 SDOs relative to the attendance to this activity will be charged to local funds subject to the usual accounting and auditing rules and regulations.

6. When travel and/or activity dates would fall on weekends, holidays, summer vacation, special non-working holiday, participants are entitled to a Leave Credit for teaching personnel and Compensatory Time-Off (CTO) for non-teaching personnel in accordance with CSC and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service.

6. Immediate dissemination of this Memorandum is desired.


FRANCIS CESAR B. BRINGAS, CESO V
Director III
Officer-In-Charge
Office of the Regional Director 

Encls.: As stated

Reference: None

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

LEARNING AND DEVELOPMENT

MASTER TEACHERS

HRDD/vcn
02/26/2020

Enclosure No. 1 to Regional Memo No. 130 s. 2020

CAPABILITY BUILDING FOR MASTER TEACHERS

Allotment of Participants by Schools Division Office

Division	MT-Elementary	MT-JHS	MT-SHS	Total
Agusan del Norte	3	4	3	10
Agusan del Sur	4	4	3	11
Bayugan City	3	4	2	9
Bislig City	3	4	3	10
Butuan City	3	4	3	10
Cabadbaran City	3	4	2	9
Dinagat Islands	3	4	3	10
Siargao Islands	3	4	3	9
Surigao City	3	3	3	9
Surigao del Norte	4	4	3	11
Surigao del Sur	4	4	3	11
Tandag City	3	4	2	9
	TOTAL			118

Note: For SDOs which have no Master Teachers in the SHS, slots shall be added to the Junior High School.