



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region XIII Caraga
J.P. Rosales Ave., Butuan City



September 26, 2018



REGIONAL MEMORANDUM
NO. 539, S. 2018

**CONDUCT OF FIVE-DAY IN-SERVICE TRAINING TO ASATIDZ HANDLING
ARABIC LANGUAGE AND ISLAMIC VALUES EDUCATION (ALIVE)
CLASSES**

TO: **Schools Division Superintendents**
Division ALIVE Coordinators
This Region

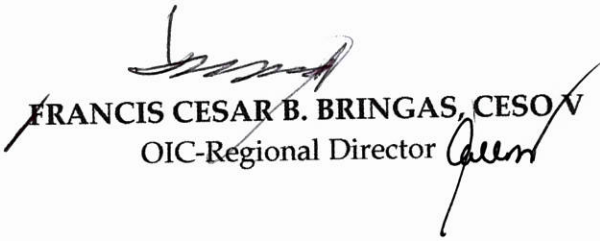
1. In line with the implementation of the Madrasah Education Program (MEP) mandated through D.O. No. 51, s. 2004 entitled *Standard Curriculum for Public School and Private Madaris*, this office through the Curriculum and Learning Management Division (CLMD) shall conduct a **Five-Day In-Service Training (INSET) to Asatidz handling Arabic Language and Islamic Values Education (ALIVE)** classes on **October 23-27, 2018** at **Goat 2 Geder Hotel and Restaurant, Montalban St., Imadejas, Butuan City**.
2. The training aims to keep the asatidz updated on the current trends in the teaching and learning process. Specifically, it aims to:
 - 2.1. gain deeper understanding on the varied teaching strategies and innovations appropriate for teaching ALIVE classes;
 - 2.2. develop contextualized learning resources and instructional materials in Arabic Language and Islamic Values Education; and
 - 2.3. demonstrate improved competence in teaching ALIVE classes through a teaching demonstration applying contextualization, relevant strategies and innovation.
3. The participants of this training-workshop are asatidz from the implementing divisions of the Madrasah Education Program hired under Contract of Service (COS). Please see *Enclosure 1 for the Official List of Participants*.
4. Participants of the training-workshop are requested to observe the following:
 - 4.1. The first meal to be served is lunch on Day 0 (October 22, 2018) and the last meal shall be AM snacks on Day 5 (October 27, 2018).
 - 4.2. Bring their Travel Authority signed by their Schools Division Superintendent. No Travel Authority, No accommodation.
 - 4.3. Bring their own laptop, extension cord, Curriculum Guide, and Teaching Guide.
 - 4.4. Replacement and/or substitution is NOT allowed.
 - 4.5. **Attend all session on time.** Early leavers and those who skip sessions and fail to submit the expected training outputs will only be given Certificate of Appearance.

4.6. Attendance to this training a mandatory requirement for the release of monthly compensation and allowance as provided in D.O. 58, s. 2016 entitled Implementing Guidelines on the Utilization of Fund for the Madrasah Education Program.

4.7. Those with health concerns or maintenance shall bring with them medicine sufficient for the entire duration of the training.

4.8. Pregnant asatidz who are in high risk condition are required to secure a medical clearance/certification from any government physician.

5. The matrix of the training is enclosed for your reference. Please see *Enclosure 2*.
6. All Division ALIVE Coordinators shall monitor the attendance, participation, and compliance of their asatidz to the requirements of the training-workshop.
7. Travel expenses and other allowable expenses of the participants and Division ALIVE Coordinators involved shall be downloaded to the SDOs while board and lodging, training kits, materials and supplies, administrative cost, travel expenses of Resource Speakers shall be charged to OSEC-13-18-2918.
8. Immediate and wide dissemination of this Memorandum is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC-Regional Director

Encls: As stated

Reference: As stated

To be indicated in the PERPETUAL INDEX under the following subjects:

MADRASAH

TRAINING

WORKSHOP

TEACHER

**LIST OF PARTICIPANTS TO THE FIVE-DAY IN-SERVICE TRAINING TO ASATIDZ
HANDLING ARABIC LANGUAGE AND ISLAMIC VALUES EDUCATION (ALIVE) CLASSES**

A. Asatidz

Name of Ustadz/Ustadzah	Division	School
1. Shaira Domado	Agusan del Norte	Buenavista Central ES
2. Faridah s. Balinding	Agusan del Norte	Buenavista Central ES
3. Zohra Sarif Idaros	Agusan del Norte	Buenavista SPED H.S.
4. Ebrahim Abdulhamid	Agusan del Sur	Trento CES
5. Norsida Akmad	Agusan del Sur	Basa ES/Maica ES
6. Noraima Dadigan	Agusan del Sur	Singanan ES
7. Haira Abdul Azis	Agusan del Sur	Rosario CES
8. Bai Hadginia Lumanas	Agusan del Sur	Mambalili CES
9. Salichi M. Maruhon	Bayugan City	East Bayugan Central ES
10. Lainirah M. Hadjesmael	Bayugan City	East Bayugan Central ES
11. Sonaya A. Sangcopan	Bayugan City	East Bayugan Central ES
12. Aslima M. Macaindig	Bayugan City	East Bayugan Central ES
13. Cayamasa Musa	Butuan City	Ong Yiu CES
14. Normina D. Hadji Salam	Butuan City	Ong Yiu CES
15. Norania Rascal	Butuan City	Ong Yiu CES
16. Ghaizar Bautista	Butuan City	J.T. Domingo CES
17. Saidomar Tominaman	Butuan City	J.T. Domingo CES
18. Norima Macabayao	Cabadbaran City	NORCACES
19. Nasim Disumala	Cabadbaran City	NORCACES
20. Omayah Mamao	Cabadbaran City	NORCACES
21. Asiah Mamao	Cabadbaran City	NORCACES
22. Norhannah Rascal	Cabadbaran City	NORCACES
23. Andabansa S. Omar	Surigao City	Surigao City CES
24. Jasmine C. Adiong	Surigao City	CV Diez Memorial CES
25. Jamael Ambolo	Surigao del Norte	Alegria CES
26. Aisah A. Yacob	Surigao del Sur	Madrid CES
27. Norjenna H. Sultan	Surigao del Sur	Diatagon Barangay CES
28. Mosrifah G. Mangandog	Surigao del Sur	Unidad CES
29. Kathleen Marjory I. Julius	Tandag City	Tandag Pilot ES
30. Mohaimah D. Yacob	Tandag City	Tandag Pilot ES
31. Noronisa A. Yacob	Tandag City	Bongtud ES
32. Haniah A. Abdullah	Tandag City	Telaje ES
33. Noroden A. Elian	Tandag City	Telaje ES
34. Woodrow Wilson I. Jumadla	Tandag City	Jacinto P. Elpa NHS
35. Sadam D. Acob	Tandag City	Quintos ES/ Tandag CES

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5-Day Regional In-Service Training (INSET) for Asatidz TRAINING MATRIX
October 23-27, 2018; Venue: Goat 2 Geder Hotel and Restaurant, Butuan City

Time	Day 0 – Oct. 22	Day 1- Oct. 23	Day 2 – Oct. 24	Day 3- Oct. 25	Day 4- Oct. 26	Day 5- Oct. 27
6:30-7:45	Travel Time	Breakfast				
7:45-8:00		Management of Learning				
8:00 – 9:00		• Opening Program • Orientation	How to Read Arabic Scripts (Arabic phonemes, phonetics and alphabet)	Basic Grammar and Reading Comprehension Skills (Arabic Language)	Presentation of Outputs and Critiquing	Commitment Building Closing Program
9:00 – 10:00		Leveling of Expectation/ Norm Setting EGY I. JUMADLA DAC, Tandag City				
10:00-11:00	Travel Time	Walkthrough of the Refined Elementary Madrasah Curriculum MARIA FE C. DULTRA DAC, Cabadbaran City	NAIMA S. TAMANO, MT-II Baloi CES, Baloi West District, Baloi Lanao del Norte Workshop 2: Making of Contextualized LRs and Instructional Materials	SAIDAMEN M. OMAR, MT-I Baloi CES, Baloi West District, Baloi Lanao del Norte Workshop 4: Making of Contextualized LRs and Instructional Materials	Demonstration Teaching, Processing, and Giving of Feedback	Homeward Bound
11:00-12:00						
12:00-1:00	Lunch	Lunch	Lunch	Lunch	Lunch	
1:00-2:00	• Arrival & Registration • Pre-Work Conference/Meeting of the Program Management Team	CORE VALUES Hubbullah (Wa Hubbur-Rasul) Hubbul-Insaniyyah Hubbu-Watan Hubbul-Birah	Conversational Arabic & Basic Vocabulary ALSON A. JULIUS, T-I J.P. Elpa NHS, Tandag City	Basic Composition Writing SAIDAMEN M. OMAR, MT-I Baloi CES, Baloi West District, Baloi, Lanao del Norte	Consolidation and Submission of Outputs	
2:00-3:00						
3:00-5:00						
5:30-7:00	Dinner	Dinner	Dinner	Dinner	Dinner	
6:00-7:00		Debriefing (PMT)	Debriefing (PMT)	Debriefing (PMT)	Debriefing (PMT)	
Expected Output	Registered Participants	In-depth understanding of REMC and contextualized LRs/IMS in teaching Core Values	Enhanced understanding how to read basic Arabic scripts, conversational Arabic, and basic Arabic vocabulary	Enhanced understanding on basic grammar and comprehension skills and basic composition writing	Demonstration Teaching	
Officers of the Day	MARIE FE C. DULTRA	EGY I. JUMADLA	MARIE FE C. DULTRA	EGY I. JUMADLA	MARIE FE C. DULTRA	MANAGEMENT TEAM