



TN: 15303



November 12, 2018

REGIONAL MEMORANDUM

NO. 641, S. 2018

**CONDUCT OF REGIONAL TRAINING ON ARABIC EMERGENT READING
AND CULTURE AWARENESS (AERCA)**

TO: **Schools Division Superintendents**

(Agusan del Norte, Agusan del Sur, Bayugan City, Bislig City, Butuan City, Cabadbaran City, Siargao, Surigao City, Surigao del Norte, Surigao del Sur, and Tandag City)

1. The Department of Education- Caraga Region through the Curriculum and Learning Management Division (CLMD) shall conduct a **Regional Training on Arabic Emergent Reading and Culture Awareness (AERCA) – Basic and Intermediate Level** on November 19-23, and November 26-30, 2018, respectively at Dotties Place Hotel and Restaurant, J.C. Aquino Avenue, Butuan City.
2. The training aims to capacitate program implementers with basic knowledge on Arabic Language and culture that are essential for instructional supervision as well as in the promotion of respect and understanding of Muslim culture. Specifically, it aims to enable participants to:
 - 2.1. gain understanding of the competencies and appropriate pedagogies for handling ALIVE classes;
 - 2.2. acquire basic knowledge on Arabic language and culture; and
 - 2.3. develop deeper understanding on how to conduct M & E and provide technical assistance to ALIVE implementing divisions/schools/teachers.
3. The participants of this training are the CLMD Chief, Regional ALIVE Coordinator (RAC), Division ALIVE Coordinators (DACs), School Principals, and ten (10) asatidz as Regional Trainers, and three (3) personnel from the Bureau of Learning Delivery-Student Inclusion Division (BLD-SID). Please see *Enclosure 1* for the Official List of Participants. **Replacement and/or substitution of participants is NOT ALLOWED.**
4. The participants, facilitators, regional trainers, and Program Management Team are required to bring their Travel Authority. Moreover, the participants are also requested to observe the following:
 - 4.1. **For Basic Level:** The first meal to be served is dinner on Day 0, November 19, 2018 and the last meal shall be PM Snacks on Day 5, November 23, 2018;
For Intermediate Level: the first meal is dinner on Day 0, November 25, 2018 and the last meal is PM Snacks on Day 5, November 30, 2018.
 - 4.2. Bring their own laptop, pocket Wi-Fi/modem, and extension cord.
 - 4.3. Attendance is strictly monitored. Early leavers and those who skip sessions and fail to submit the expected training outputs will only be given **Certificate of Appearance**.





- 4.4. Those with health concerns or maintenance shall bring with them medicine sufficient for the entire duration of the training.
5. The matrix of the training is enclosed for your reference. Please see *Enclosure 2*.
6. Travel expenses and other allowable expenses of the participants 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 MEP Funds subject to the usual government accounting and auditing rules and regulations.
7. The teacher-trainers shall be entitled to a 1- day service credit in accordance with DepEd Order No. 53, s. 2003 entitled: Updated Guidelines on the Grant of Vacation Service Credits to Teachers since the last day of the activity during the intermediate level falls on a Holiday. On the other hand, non- teaching personnel shall be provided with 1.5 days 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- Monetary Remuneration for Overtime Services Rendered.
8. Immediate and wide dissemination of this Memorandum is highly desired.


FRANCIS CESAR B. BRINGAS, CESOV
OIC-Regional Director

Encls: As stated

Reference: None

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

MADRASAH

TRAINING

WORKSHOP

TECHNICAL ASSISTANCE

CLMD02/RGJY
11/12/2018



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LIST OF PARTICIPANTS TO THE CONDUCT OF REGIONAL TRAINING ON ARABIC EMERGENT READING AND CULTURE AWARENESS (AERCA)

A. Program Management Team

Name	Position/ Designation	Office/Station	Task/ Responsibilities
1. Isidro M. Biol, Jr.	Chief	CLMD	Program Manager
2. Rhea J. Yparraguirre	EPS/ RAC	RO-CLMD	Training Manager
3. Gladys S. Asis	EPS	RO-CLMD	Secretariat
4. Alma P. Llanos	ADAS- II	RO-CLMD	Support Staff
5. Pedro A. Tecson	PDO II	RO-PAU	Documenter
6. Jesus D. Nono	EPS	RO-QAD	QATAME Associate
7. Joesie M. Magsalay, Ph.D.	Nurse II	ESSD	Medical Personnel (On-Call)
8. Emma S. Abas	Principal II	Nasipit Division Agusan Norte	CES, of del Process Observer

B. Regional Trainers

Name	Position/ Designation	Division	AERCA Level	Assignment Dates
1. Rakisa P. Sultan	Teacher I	Siargao	Basic	November 19-23, 2019
2. Kathleen Marjory J. Julius	ALIVE Teacher	Tandag City		
3. Omayah A. Mamao		Cabadbaran City		
4. Haniah A. Abdullah		Tandag City		
5. Mosrifah G. Mangandog		Surigao del Sur		
6. Aliman B. Tunday	ALIVE Teacher	Agusan del Norte	Intermediate	November 26-30, 2018
7. Saidomar B. Tominaman		Butuan City		
8. Sadam D. Acob		Tandag City		
9. Abdul Gani M. Sidic	Teacher I	Bislig City		
10. Woodrow Wilson I. Jumadla	ALIVE Teacher	Tandag City		

C. Participants

Name	Position	Office/Station
Agusan del Norte		
1. Imelda P. Sarita	EPS, Division ALIVE Coordinator	SDO-Agusan del Norte
2. Christina Quidlat	Principal I	Buenavista SPED HS
3. Annabelle S. Son	Principal II	Magallanes CES
4. Elma Madelo	Principal II	Buenavista CES
Agusan del Sur		
5. Virginia T. Mahinay	EPS, Division ALIVE Coordinator	SDO-Agusan del Sur
6. Gina V. Espina	Head Teacher 2	Singan ES
7. Marlou Mordeno	Head Teacher I	Mambalili ES



Name	Position	Office/Station
8. Fe Alisaca	Principal I	Trento CES
Bayugan City		
9. Maria Elena G. Saga	Division ALIVE Coordinator	SDO-Bayugan City
10. Gerard M. Lopez	Principal I	East Bayugan CES
Bislig City		
11. Swen D. Cubero	Principal II	Caramcam CES
12. Roel M. Feliscuzo	Principal II	Mangagoy CES
Butuan City		
13. Carlito B. Carcueva	PSDS	Central Butuan District II
14. Celso V. Naranjo	Principal II	Ong Yiu CES
15.		
Cabadbaran City		
16. Marie Fe C. Dultra	EPS, Division ALIVE Coordinator	SDO-Cabadbaran City
17. Jessica A. Cebrian	Principal II	NORCACES
Siargao Islands		
18. Dalmacio A. Anzano, Jr.	EPS, Division ALIVE Coordinator	SDO-Siargao
19. Ana Maria Tomasita C. Espejon	Principal II	Dapa CES
Surigao City		
20. Marino L. Pamogas	EPS, Division ALIVE Coordinator	SDO-Surigao City
21. Nelson F. Hadji	Principal III	Surigao City CES
22. Dr. Richard B. Antallan	Principal III	CV Diez Memorial CES
Surigao del Norte		
23. Evangeline E. Tan	PSDS, Division ALIVE Coordinator	SDO-Surigao del Norte
24. Lina D. Ugay	Principal	Alegria CES
Surigao del Sur		
25. Leopardo P. Cortes, Jr.	PDO-II, Division ALIVE Coordinator	SDO-Surigao del Sur
26. Rodlyn B. Saura	Master Teacher II	Unidad CES
27. Gaudelyn P. Campado	Principal I	Diatagon Barangay CES
28. Ma. Arta Ophelia D. Yparraguirre	Principal I	Cantilan East CES
Tandag City		
29. Egy I. Jumadala	Principal II, Division ALIVE Coordinator	SDO-Tandag City
30. Sol L. Rivas	Principal II	Tandag Pilot ES
31. Guillermo C. Ramos	Principal I	Telaje ES
32. Martha N. Damiao	Principal I	Quintos ES
33. Danny Lee C. Galela	Principal I	Tandag Central ES



Enclosure No. 2 to Regional Memorandum No. ____, s. 2018

REGIONAL TRAINING ON BASIC ARABIC EMERGENT READING AND CULTURE AWARENESS (AERCA)- BASIC LEVEL

November 19-23, 2018

Dotties Place Hotel and Restaurant

TRAINING MATRIX

TIME	DAY					
	0 (November 18, 2018)	1 (November 19, 2018)	2 (November 20, 2018)	3 (November 21, 2018)	4 (November 22, 2018)	5 (November 23, 2018)
7:45-8:00		Management of Learning				
8:00-9:00	Travel Time Pre-registration Check In	Session 1 The Arabic Alphabet -Omayah Mamao	Session 2 Al-Harakat (short & long vowels) -Rakesa Sultan	Session 4 The Initial, Medial & Final Form of the Letter -Mosrifah G. Mangandog	Session 6 Adawatul Istifham WH Questions - Mosrifah G. Mangandog	Session 10 Madrasah Curriculum (ALIVE Subjects Grades 1 & II) -Haniah A. Abdullah
9:00-10:00		Lecture/ Workshop	Lecture/Workshop/ Presentation	Lecture/ Workshop/ Presentation	Session 7 Understanding Islam & Muslims -Kathleen Marjory J. Julius	
10:00-10:30		Break				
10:30-12:00					Session 8 Islam and the Core Values (Maka-Diyos-/Maka-Tao)	

TIME	DAY					
	0 (November 18, 2018)	1 (November 19, 2018)	2 (November 20, 2018)	3 (November 21, 2018)	4 (November 22, 2018)	5 (November 23, 2018)
					Arkanul Islam and Imam - Kathleen Marjory J. Julius	
12:00-1:30	Lunch Break and Salah					
1:30-3:00	Registration Attendance		Session 3 Tanwin and Shaddah -Rakesa Sultan		Session 9 Islam and the Core Values (Makakalikasan/ Makabansa) - Kathleen Marjory J. Julius	Closing Program
3:00-3:30	Break and Salah					
3:30-5:00	Opening Program Mode Setting	Presentation of Outputs	Lecture/ Workshop/ Presentation	Session 5 Polite Greetings and Expressions - Mosrifah G. Mangandog		Home Sweet Home
5:00- 6:00	Debriefing					
6:00-8:00	Dinner					
Expected Output	List of registered participants	Acquired KSA in Arabic Alphabet	Acquired KSA in Al-Harakat, Tanwin and Shaddah	Acquired KSA in the Initial, Medial and Final form of the Letter, Polite greetings and Expressions	Acquired KSA in Adawatul Istifham WH Questions, Understanding Islam and Muslims, and the Islam Core Values	Understanding Madrasah Curriculum
Management of Learning (MOL)	Secretariat	Group 1	Group 2	Group 3	Group 4	Group 5

REGIONAL TRAINING ON BASIC ARABIC EMERGENT READING AND CULTURE AWARENESS (AERCA)- INTERMEDIATE LEVEL

November 26-30, 2018

Dotties Place Hotel and Restaurant

TRAINING MATRIX

TIME	DAY					
	Day 0 Nov. 25, 2018	Day 1 Nov. 26, 2018	Day 2 Nov. 27, 2018	Day 3 Nov. 28, 2018	Day 4 Nov. 29, 2018	Day 5 Nov. 30, 2018
7:45 AM-8:00 AM	Travel Time / Arrival		Management of Learning (MOL)			
8:00 AM-9:00 AM		Opening Program	AL-KALAM (AL-ISM) *Alamatul Ism *Nakirah/Ma'rifah *Mudzzakar and Muannath *Mufrad Muthanna and Jama' Ustadz Woodrow Wilson I. Jumadla Tandag City	AL-KALAM (AL-FIL) *Alamatul Fil *Fi'I Madhi *Fi'I Mudhari Fi'I Amr Ustadz Saidomar B. Tominaman Butuan City	AL-HARF *Jarrin *Nasbin *Jazmin Ustadz Abulgani M. Sidic Bislig City	The Arabic Language Curriculum (Grades III & IV) (DAC)
9:00 AM-10:00 AM		Training Workshop Orientation Rhea J. Yparaguerre Regional ALIVE Coor.				
10:00 AM-10:30 AM		Leveling of Expectations Mrs. Egy I. Jumadla DIV. ALIVE Coor.				
10:30 AM-12:00 NN		ISMUL ISHARAH Ustadz Sadam D. Acob Tandag City				
12:00 NN -1:20 PM		Lunch Break and Salah				Demonstration of understanding
1:20 PM-1:30 PM	Energiizer					



TIME	DAY					
	Day 0 Nov. 25, 2018	Day 1 Nov. 26, 2018	Day 2 Nov. 27, 2018	Day 3 Nov. 28, 2018	Day 4 Nov. 29, 2018	Day 5 Nov. 30, 2018
1:30 PM-2:00 PM		Workshop	↓		The Concept of Halal and Haram	Arabic Language (Dramatization)
2:00 PM-3:00 PM	Check In	ADH-DHAMAIR Mr. Aliman B. Tondoy Ustadz-Agusan del Norte			Ustadz Alson A. Julius Tandag City	Closing Program
3:00 PM-3:15 PM	Pre-Registration	Break and Salah				Homeward Bound
3:15 PM-5:00 PM						
5:00 PM-6:00 PM		Debriefing				
6:00 PM-8:00 PM		Dinner				
Expected Output	List of Registered Participants	The Participants acquired knowledge on the content of ISMUL ISHARAH AND ADH DHAMAIR	The participants acquired knowledge on AL-KALAM (AL-ISM)	The participants acquired knowledge on AL-KALAM (AL-FIL)	The participants acquired knowledge on AL HARF and Concept of Halal and Haram	The participants acquired knowledge on the content of AERCA