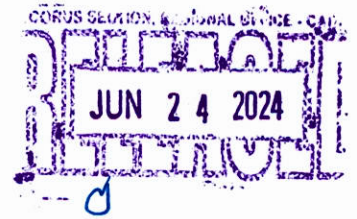




Republic of the Philippines
Department of Education
CARAGA REGION



June 20, 2024

REGIONAL MEMORANDUM
No. 0630, s. 2024

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**PRE-WORK CONFERENCE FOR THE REGIONAL TRAINING OF TEACHERS
ON DEEPENING CONCEPTUAL UNDERSTANDING OF CONTENT IN
KEY STAGE 1 TEACHING EARLY GRADE MATHEMATICS**

- The Department of Education (DepEd) Caraga Regional Office will conduct a three-day live-in Pre-Work Conference in preparation for the Regional Training of Teachers on Deepening Conceptual Understanding of Content in Key Stage 1 Teaching Early Grade Mathematics. This activity will be held on July 3-5, 2024, at the Gold Hall, R-NEAP, DepEd Caraga Regional Office, Butuan City.
- The Pre-Work Conference aims to:
 - organize and finalize the training program's content, schedule, and logistics;
 - prepare the resource speakers and program management team for their respective roles and responsibilities;
 - discuss and align on the key instructional strategies to be emphasized during the training; and
 - ensure that all materials and resources needed for the training are prepared and available.
- The participants for the Pre-Work Conference from the regional office include the CLMD Chief and Education Program Supervisors in-charge of Mathematics, Early Language Literacy and Numeracy (ELLN), and Learning Action Cells (LAC), QATAME in-charge, and three members of the secretariat. Participants from the SDOs are the following:

Name	Position/Designation	Station/Office
Floriphine C. Suyman	Teacher III	Surigao City Pilot School, SDO-Surigao City
Maria Cynthia P. Endico	Master teacher I	Surigao City Pilot School- SDO Surigao City
Verna B. Madlos	Master Teacher 1	Osmeña Elementary School, SDO- Siargao



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Name	Position/Designation	Station/Office
Mark Anthony A. Sinday	Master Teacher I/ SIC	Sta. Felomina ES- SDO Siargao
Julious N. Obida	Teacher III	NORCACES- SDO Cabadbaran City
Candy Claire E. Casil	Teacher III	Caloc-an ES, SDO-Agusan del Norte

4. Participants shall bring own laptop and extension cord. They are also expected to submit their approved travel authority upon registration. The expected arrival is on July 2, 2024, with check-in starting at 3:00 PM. Check-out will be at 12:00 p.m. on July 5, 2024. Meals will be provided starting with dinner on July 2, 2024, and concluding with afternoon snacks on July 5, 2024.

5. Travel expenses of participants shall be charged against CY 2024 ELLN Funds which shall be downloaded to SDOs. In case the downloaded funds are insufficient, local funds or other sources may be used, subject to the usual accounting and auditing rules and regulations.

6. Teaching personnel involved shall be granted service credits in accordance with the DepEd Order No. 53, s. 2003 on the Updated Guidelines on the Grant of Vacation Service Credits to Teachers to be processed at their respective Schools Division Offices.

7. For any inquiries or further information, please address your concerns to Rhea J. Yparraguirre, the Regional Focal Person for Mathematics, via email at rhea.yparraguirre@deped.gov.ph.

8. Immediate dissemination of and compliance with this Memorandum is desired.

MARIA INES C. ASUNCION

Director III

Officer-in-Charge

Office of the Regional Director

Encl/s.: As stated.

Reference/s: NONE.

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

LEARNING AREA, MATHEMATICS

TRAINING PROGRAM

CLMD/rjy
06/20/2024

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Enclosure 1 to Regional Memorandum No. 030, s. 2024

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ON DEEPENING CONCEPTUAL UNDERSTANDING OF CONTENT IN
KEY STAGE 1 TEACHING EARLY GRADE MATHEMATICS**

Activity Matrix
July 3-5, 2024

Day/Time	Activity/Topic	Person/s Responsible	Expected Output/s
Day 0: July 2, 2024 (Wednesday)			
3:00 P.M. onwards	- Arrival of Participants - Billeting of Participants	Program Management Team	Room Assignment of Participants
	•		•
Day 1: July 3, 2024 (Thursday)			
7:00 a.m.- 8:00 a.m.	• Breakfast		
8:00 a.m.- 9:30 a.m.	• Registration of Participants	Program Management Team	• Accomplished Registration Sheets
9:30 a.m. – 10:15 a.m.	• Opening Program and Orientation	Program Management Team	• Participants oriented on objectives and schedule
10:15 a.m.- 10:30 a.m.	Health Break		
10:00 a.m. – 12:00 p.m.	Developmental Progressions (Part 1)	Verna B. Madlos	Understanding of developmental progressions
12:00 p.m.- 1:00 p.m.	Lunch Break		
1:00 p.m. – 2:45 p.m.	Developmental Progressions (Part 2)	Verna B. Madlos	Continued discussion and insights on progressions
2:45 p.m.- 3:00p.m.	Health Break		
3:00 P.M.- 4:45 P.M.	Explain and Justify	Floriphine C. Suyman	
4:45 p.m.- 5:00 p.m.	Debriefing session	Rhea J. Yparraguirre	Discuss successes and areas for improvement
Day 3: July 4, 2023 (Thursday)			
7:00 a.m.-8:00 a.m.	Breakfast		



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Day/Time	Activity/Topic	Person/s Responsible	Expected Output/s
8:00 a.m. - 8:15a.m.	Warm-up and Review of Previous Day's Sessions	Facilitators	Consolidation of insights from the previous sessions
8:15 a.m.-10:15 a.m.	Making Explicit Connections Between Informal and Formal Mathematics	Julious N. Obida	Techniques for using models to explain abstract notions
10:15 a.m. – 10:30 a.m.	Health Break		
10:15 a.m. – 12:00 p.m.	Using Mathematical Models to Represent Abstract Notions	Julious N. Obida	Strategies for connecting informal and formal math
12:00 p.m.- 1:00 p.m.	Lunch Break		
1:00 p.m. – 5:00 p.m.	Walkthrough of LAC Modules 1-5	Pre-assigned participants during Day 1	Familiarity with LAC Modules 1-5 content and activities
5:00 p.m. – 5:30 p.m.	Debriefing Session	Rhea J. Yparraguirre	Discuss successes and areas for improvement
Day 3: July 5, 2024 (Friday)			
7:00 a.m.-8:00 a.m.	Breakfast		
8:00 a.m. -8:30 a.m.	Warm-up and Review of Previous Day's Sessions	Facilitators	Consolidation of insights from the previous sessions
8:30 a.m.-12:00 p.m.	Walkthrough of LAC Modules 6-10	Pre-assigned participants during Day 1	Familiarity with LAC Modules 6-10 content and activities
12:00 p.m.- 1:00 p.m.	Lunch Break		
1:00 p.m. – 3:00 p.m.	Organizing the Training Program's Content and Schedule	Program Management Team	Finalized training program content and schedule
3:00 p.m. – 3:30 p.m.	Closing Program and Next Steps	Program Management Team	Summarized next steps, closing remarks



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