



Republic of the Philippines
Department of Education
CARAGA REGION



REGIONAL MEMORANDUM
No. 0982 s. 2024

SEP 20 2024

To: Schools Division Superintendents
All Others Concerned

UPSKILLING OF SCHOOL HEADS AND ADM COORDINATORS ON THE
IMPLEMENTATION OF FLEXIBLE LEARNING OPTIONS-ALTERNATIVE
DELIVERY MODES (FLO-ADM)

1. In support of the Department of Education's commitment in ensuring equal access for all learners at risk of dropping out of basic education, the Department of Education, Regional Office through the Curriculum Learning Management Division (CLMD) will conduct an *Upskilling Training for School Heads and ADM Coordinators on the Implementation of Flexible Learning Options-Alternative Delivery Mode (FLO-ADM)* from October 16-18, 2024, at Balanghais Hotel and Convention Center, Butuan City.
2. The primary objective of this activity is to build the capacity of School Heads and ADM Coordinators in the effective implementation of various Flexible Learning Options-Alternative Delivery Modes (FLO-ADM), including the Modified In-School and Out-School Approach (MISOSA), Instructional Management by Parents, Community, and Teachers (IMPACT), School Initiated Intervention (SII), Night Classes, ADM-Education in Emergencies (EiE), Rural Farm School, and the Open High School Program (OHSP).
3. Expected participants for this activity include Division ADM Coordinators, identified School Heads, trainers and members of the Program Management Team from the 12 Division Offices.
4. To facilitate smooth coordination and preparation for the event, Division ADM Focal Persons are requested to submit the list of participants using the provided template. Please email the completed list to josephinechonie.obsenares@deped.gov.ph by September 20, 2024.

Name (Firstname_MI_Surname)	Division	Sex	Station/School	License No.	Email Add
1.					
2.					

5. The participants are requested to adhere to the following instructions:
 - a. Please complete the online registration on or before September 20, 2024 through this link: <https://forms.gle/eknEKHEf7AAbcCZx8>
 - b. Check-in and register at the venue on October 15 (Day 0) by 4:00p.m. Dinner will be served that evening. Please present your **Travel Authority** upon registration.



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (082) 225-1151
Telefax No: (085) 342-5959
Email: caraga@deped.gov.ph
Website: caraga.deped.gov.ph



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- c. The opening program will commence at 8:00a.m. on October 16, 2024 (Day 1).
- d. Ensure punctuality and dress appropriately the whole sessions.
- e. Replacement, substitution, or representation due to valid reasons must be endorsed by the Schools Division Superintendent. Certificates of Participation and attendance will only be issued to those who complete the full 24 hours of training.
6. Food, accommodation, supplies and materials shall be charged against the downloaded FLO-ADM 2024 Program Support Funds while participants' travel expenses will be charged against Division MOOE subject to usual accounting rules and regulations.
7. Attached is the allocation of participants per division for your reference.
8. A one-day pre- work conference for all facilitators will be held on **September 27, 2024** at 9:00 a.m. at Balanghai Hotel and Convention Center, Butuan City.
9. For inquiries and concerns, please contact Josephine Chonie M. Obsenares RO Focal Person, through email at josephinechonie.obsenares@deped.gov.ph.
10. Immediate dissemination of this Memorandum is desired.


MARIA INES C. ASUNCION
Director III
Officer -in- Charge
Office of the Regional Director

Encls: Allocation of Participants, Speakers, Program Matrix

Reference: As stated

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

ALTERNATIVE DELIVERY MODE
CURRICULUM
FLEXIBLE LEARNING OPTIONS
POLICY
TRAINING

CLMD/jcmo
09/20/2024



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Enclosure 1-Participants

**UPSKILLING OF SCHOOL HEADS AND ADM COORDINATORS ON THE
IMPLEMENTATION OF FLEXIBLE LEARNING OPTIONS-ALTERNATIVE
DELIVERY MODES(FLO-ADM)**

Oct 16-18, 2024

PARTICIPANTS

Division	School Heads(JHS)	ADM Focal	Total
Agusan del Norte (Pilot Division)	8		8
Agusan del Sur	8	1	9
Bayugan City	5	1	6
Bislig City	8	1	9
Butuan City	8	1	9
Dinagat	8		8
Cabadbaran City	5	1	6
Siargao	7	1	8
Surigao City	8	1	9
Surigao del Norte	8	1	9
Surigao del Sur	8	1	9
Tandag City	5	1	6
Speakers /RO	5	4	9
RO/DO PMT/Documenter/Process Observer/Qutame			4
Total			109

Name of Facilitators/Resource Persons	Position	Division
Nilo R. Verdon	EPS	SDO- Agusan del Norte
Jay F. Balesta	P-III	SDO-Agusan del Norte
Elenita S. Verdon	P-III	SDO- Agusan del Norte
Rex Mardy C. Labe	P-III	SDO -Siargao
Glorian B. Ederosas	ASDS	SDO- Bislig
Chaile M. Salinas	Asst Principal	SDO- Tandag City
Mildred C. Abarico	EPS	SDO- Dinagat Islands
Jesel M. Rebelala	SH	SDO- Dinagat Islands
Josephine Chonie M.Obseares	EPS	Regional Office
Marjorie A. Castillo	secretariat	SDO- Agusan del



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Roy C. Saracosa	Process Observer	Norte SDO -Agusan del Norte
Angel Rebuya	Qutame	SDO -Agusan del Norte
Pilar Bayer	Nurse	SDO -Agusan del Norte
Reann Sobretudo	Nurse	SDO -Agusan del Norte
Robert Pepe,Jr.	Videographer/documenter	SDO -Agusan del Norte



Enclosure 2- **PROGRAM OF ACTIVITIES**

UPSKILLING OF SCHOOL HEADS AND ADM COORDINATORS ON THE
IMPLEMENTATION OF FLEXIBLE LEARNING OPTIONS-ALTERNATIVE
DELIVERY MODES(FLO-ADM)
Oct 16-18, 2024

Date & Time	Topic	Speaker's PRC ID number & expiry date
Day 0 – 3:00p.m.	Registration	PMT
Day 1		
8:00 a.m. - 9:30 a.m.	Opening Program • National Anthem • Ecumenical Prayer • Acknowledge of Participants • Activity Norms • Welcome/ Inspirational Messages • Leveling of Expectations • Activity Objectives and Matrix • Photo Documentation • Pre-test	PMT Josephine Chonie M. Obseñares PRC ID # 0648413 Expiry Date: 07/16/2025 Nilo R. Verdon PRC ID # 070080 Expiry Date: 03/13/2025
9:31 a.m. - 9:45 a.m.	Health Break	
9:45 a.m. – 10:45 a.m.	Session 0 Levelling of Expectations	Glorian B. Ederosas PRC ID # 22-5800002-8 Expiry Date: 8/26/2026
10:45 a.m. - 12:00 nn	Session 1: OVERVIEW Policy Guidelines on the Implementation ADM	Nilo R. Verdon PRC ID # 070080 Expiry Date: 03/13/2025
12:00 nn - 1:00 p.m.	Lunch Break	
1:01 p.m. - 2:00 p.m.	Session 2 Revised Policy Guidelines on Homeschooling DO 001 s2022	Mildred C. Abarico PRC ID # 0560884 Expiry Date: 08/10/2027
2:01 p.m. - 3:00 p.m.	Session 3 Rural Farm Schools -Do 36 s 2015	Chaile M. Salinas PRC ID # 0270882 Expiry Date:11/10/2025



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3:01 p.m. – 5:00 p.m.	Session 4: @SWOT ANALYSIS Modified In-School and Out -School Approach (MISOSA)	Jay F. Balesta PRC ID # 1050746 Expiry Date: 07/25/2025
5:01 p.m. - 6:30 p.m.	Wrap- up/Reminders/ Debriefing	PMT
Day 2		
8:00 a.m. - 8:30 a.m.	• Nationalistic Song • Ecumenical Prayer • Energizer • Recap • Reminders	MOL
8:31 a.m. - 10:00 a.m.	Session 5: Instructional Management by Parents, Community, and Teachers (IMPACT)	Jesel M. Rebelala PRC ID # 0785920 Expiry Date: May 20, 2027
10:01 a.m. - 10:15 a.m.	Health Break	
10:30 a.m. - 12:00 nn	Session 6: @SWOT ANALYSIS School Initiated Intervention (SII)	Glorian B. Ederosas PRC ID # 22-5800002-8 Expiry Date: 8/26/2026
12:01 nn - 1:00 p.m.	Lunch Break	
1:01 p.m. - 2:30 p.m.	Session 7: @SWOT ANALYSIS • Night Classes	Elenita S. Verdon PRC ID # 0700461 Expiry Date:03/13/2025
2:31 p.m. – 2:45 p.m.	Health Break	
2:46 p.m. - 4:00 p.m.	Session 7: @SWOT ANALYSIS Open High School Program (OHSP).	Rex Mardy C. Labe PRC ID # 0823250 Expiry Date: 07/05/2024
4:31 p.m. - 5:00 p.m.	Break out session by Area Wrap-up Reminders/Debriefing	Area Facilitators
Day 3		
8:00 a.m. - 8:30 a.m.	• Nationalistic Song • Ecumenical Prayer • Energizer • Recap • Reminders	M.O.L.



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8:30 a.m.- 9:30 a.m.	Session 8: ADM Education in Emergencies (EiE)	Nilo R. Verdon PRC ID # 070080 Expiry Date: 03/13/2025
9:30 a.m. -10:30 a.m.	Demonstration teaching Action Plan	Mildred C. Abarico PRC ID # 0560884 Expiry Date: 08/10/2027
10:30 a.m. - 12:00 nn	Ways Forward	Josephine Chonie M. Obseñares PRC ID # 0648413 Expiry Date: 07/16/2025
12:01 nn – 1:00 p.m.	Lunch Break	
1:00 p.m. - 3:00 p.m.	CLOSING PROGRAM	PMT

