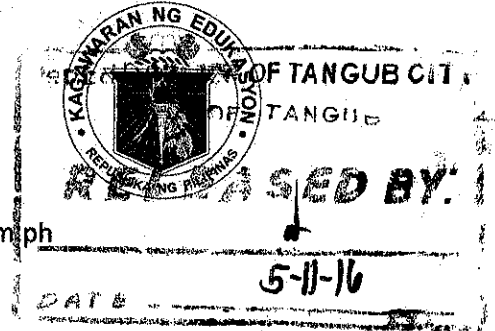




Republic of the Philippines
Department of Education
Region – X
Division of Tangub City
Anecito Siete St., Tangub City
Telefax: (088)395-3372
Email : deped10_tangub@yahoo.com.ph



Division Memorandum
No. 89 s. 2016

TO : ALL ELEMENTARY ADMINISTRATORS/ TICs
ALL SECONDARY ADMINISTRATORS/ TICs

From : *VVG*
VICTORIA V. GAZO, Ph.D. CESO V
Schools Division Superintendent

SUBJECT: One Day Seminar Workshop on Adopt-A-School for all Elementary and Secondary School Administrators and TICs

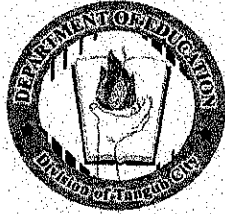
Date : 04 May 2016

This Office will conduct a One Day Seminar Workshop on Adopt-A-School for all Elementary and Secondary School Administrators and TICs this coming May 13, 2016 at GATAP, Lorenzo Tan , Tangub City (Annex 1: Indicative Program) The workshop aims to equip our school Heads for the efficient implementation of Brigada Eskwela on the preparation for the school opening on June 2016.

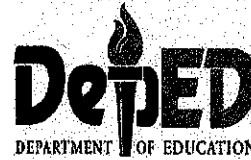
In this regard, we would like to request the participants to bring their Brigada Eskwela Plan of Activities for 2016 (include challenges and action taken). All school Heads are also requested to bring their laptops to be used during the said training. A registration fee of One Hundred Fifty Pesos (PhP 150.00) shall be collected upon registration to defray the expenses incurred for one(1) meal and two (2) snacks , venue rental and other supplies and materials used during the conduct of the said training chargeable against local funds subject to the usual accounting and auditing rules and regulations.

For your appropriate action.

VVG/wbc 04 May 2016



Republic of the Philippines
 Department of Education
 Region X
DIVISION OF TANGUB CITY
 Anecito Siete St., Tangub City
 Telefax: (088) 354-1585
 Email: deped10_tangub@yahoo.com



TRAINING DESIGN

I. Title: One Day Seminar Workshop on Adopt –A-School for all Elementary and Secondary School Heads and TICs.

II. Rationale:

Pursuant to DepEd Memorandum No. 35 s. 2016 regarding the conduct of Brigada Eskwela 2016 bearing the theme “Tayo Para sa Paaralang Ligtas, Maayos at Handa Mula Kinder Hanggang Senior High School”. The School Governance and Operation Division of the Division of Tangub City will conduct a One Day Seminar Workshop on Adopt –A- School for all Elementary and Secondary School Heads and TICs.

This activity aims to capacitate all school Heads of both Elementary and Secondary in ensuring the involvement of the community and local stakeholders. And Equip them for the efficient implementation of Brigada Eskwela 2016 as the lead role in planning the activities geared toward making schools disaster-prepared, ecologically conscious, clean and conducive to learning.

III. Target Participants

- 10- Secondary School Heads/ TICs
- 55- Elementary School Heads/TICs
- 5- TWGs/ SOC/MOB
- 70- PAX

IV. Budgetary Requirements

Meal and snacks including Venue


70 Pax X 15010,500.00

Training Kits


70 Pax X 50 3,500.00

Total PhP 14,000.00


Prepared by:


WILFREDO B. CAÑETE
 ASP-Coordinator

Noted:


MYRNA D. REGIDOR
 Chief, SGOD

Approved:


VICTORIA V. GAZO, Ph. D., CESO V
 Schools Division Superintendent

Annex 1: Indicative Program

Training Workshop on Adopt-A-School for all Elementary and Secondary School Administrators and TICs

Objectives:

- To capacitate all school administrators and TICs of both Elementary and Secondary Schools in ensuring the involvement of the community and local stakeholders during the conduct of Brigada Eskwela.
- Equip them for the efficient implementation of Brigada Eskwela 2016 as the lead role in planning the activities geared toward making schools disaster- prepared, ecologically conscious, clean and conducive to learning.

TIME	ACTIVITY	PERSONS INVOLVED
8:00-8:30 AM	Registration	Wennie Mendoza/ Kerilyn Salinas
8:30-8:45 AM	Opening Program <ul style="list-style-type: none"> • Prayer 	TCCD/ Sherly Alivio
	Presentation of Participants	Marilou Galvez PDO-II
8:45- 9:00 AM	Welcome Remarks	SGOD Chief/ PDO-II
9:00 – 9:20 AM	Inspirational Message	Victoria V. Gazo, Ph.D., CESO V Schools Division Superintendent
9:20- 9:35 AM	Expectation Setting and House Rules/ Safety Measures	ASP
9:35- 9:40 AM	Program Objectives	ASP
9:40 -11:10 AM	Updates Of Implementing Brigada Eskwela 2016	ASP
11:10- 12 NN	Workshop 1: Finetuning and enhancing Brigada Eskwela Plans	
12:00 -1:00 PM	LUNCH	
1:00 – 2:00 PM	Presentation of revised DRRM Plan	ASP
2:00 – 3:00 PM	Workshop 2: Strengthening Community Linkaging and other school stakeholders	ASP
3:00 – 4:00 PM	Workshop 3: Enhancement of Brigada Eskwela Monitoring Tool	ASP
4:00 – 4:30 PM	Workshop 4: Identification of capacity building needs	ASP
4:30- 4:50 PM	WAYS FORWARD	
4:50 – 5:00 PM	Distribution of Certificates	SGOD/SOC MOB