



Republic of the Philippines
Department of Education
National Capital Region
DIVISION OF CITY SCHOOLS
City of Mandaluyong

Tel. no. 533-60-85 Fax. no.532-71-17
E-Mail Address: depedmandaluyong@gmail.com
Official Website: depedmandaluyong.wordpress.com



MEMORANDUM

TO: OIC, Asst. Schools Division Superintendent
Education Program Supervisors/Public Schools District Supervisors
Principals, Public Elementary Schools

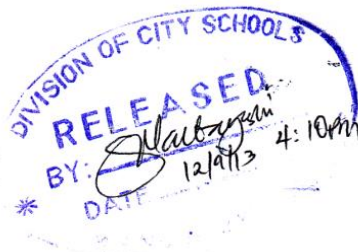
Subject: **WORKSHOP PHASE OF TEACHING WITH A HEART
(INSTRUCTIONAL MATERIALS DEVELOPMENT)**

Date: December 9, 2013

- Attached is an unnumbered Regional Memorandum entitled **“Workshop Phase of Teaching With a Heart (Instructional Materials Development),** contents of which are self-explanatory, for information and guidance of all concerned.
- Participants to this Workshop on December 14 – 15, 2013 are the following:

Name of Teacher	School
1. Ms. Ruby Baniqued	Mandaluyong Elementary School
2. Ms. Mary Jane Aranate	
3. Ms. Antonietta Martinez	
4. Ms. Joselin Balane	Hulo Elementary School
5. Ms. Mila Taño	Highway Hills Integrated School
6. Ms. Teresita Atencio	
7. Ms. Shirley Genio	Doña Basilisa Yangco Elem. School
8. Ms. Jenel Jarandilla	Nueve de Febrero Elem. School
9. Ms. Vicky Tamba	Pedro P. Cruz Elem. School
10. Ms. Judy Cestona	Eulogio Rodriguez Integrated School
11. Ms. Irma Guerrero	

- Expenses for Day 1 Activities at RELC, Markina are charged to the Regional Office while workshops and venue which is the choice of the cluster are charged to MOOE or Local Funds subject to the usual auditing and accounting procedures.
- Attached is the training matrix.
- Wide dissemination of this **Memorandum** is desired.



For:

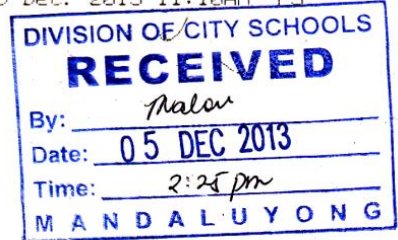
EVANGELINE P. LADINES
Officer-In-Charge
Schools Division Superintendent

By:

ERDELINDA G. DIAZ
Education Program Supervisor
Officer-In-Charge of the Division

FAX NO. :

#7358
5 Dec. 2013 11:10AM P3



Republika ng Pilipinas
(Republic of the Philippines)
KAGAWARAN NG EDUKASYON
(DEPARTMENT OF EDUCATION)
PAMBANSANG PUNONG REHIYON
(NATIONAL CAPITAL REGION)
Daang Misamis, Bago Bantay, Lungsod Quezon
(Misamis St., Bago Bantay, Quezon City)

Department of Education
National Capital Region

RECORDS AND PUBLICATION UNIT

RELEASED

MEMORANDUM

To : Schools Division Superintendents

From : *dyflub*
LUZ S. ALMEDA
Director IV

Date : November 25, 2013

Subject : **WORKSHOP PHASE OF TEACHING WITH A HEART
(INSTRUCTIONAL MATERIALS DEVELOPMENT)**

By: *[Signature]*
Date: DEC 25 2013 Time: 9:30

1. *Teaching with A Heart* is a continuing program that aims to enhance the teaching-learning experience of both teachers and pupils in the classroom. The 1st Phase of which was concluded with Prong 3, focused on the heart of a teacher. The 2nd Phase is a Workshop that will focus on the development of instructional materials for Grade 1, to be conducted following the schedule below.

December 14 - 15 (MT, Filipino and English)

TIME	DAY 1 Venue: RELC, Marikina	DAY 2 Venue: Division chosen by the Cluster
8:00 - 9:00	Opening Statement of Purpose	Workshop
9:00 - 12:00	Marungko Approach	
12:00 - 1:00	LUNCH BREAK	
1:00 - 4:00	Fuller Approach	
4:00 - 5:00	Format of Output	

December 21 - 22, 2013
January 4 - 5, 2014
(Math, Araling Panlipunan and MAPEH)

TIME	DAY 1 Venue: RELC, Marikina	DAY 2 Venue: TBA by Cluster
8:00 - 8:30	Energizer	Workshop
8:30 - 11:00	Math	
11:00 - 12:00	LUNCH BREAK	
12:00 - 3:00	Araling Panlipunan	
3:00 - 5:00	MAPEH	

January 25 - 26, 2014

TIME	DAY 1 Venue: RELC, Marikina	DAY 2 Venue: TBA by Cluster
8:00 - 8:30	Energizer	Workshop
8:30 - 12:00	Report per Subgroup	
12:00 - 1:00	LUNCH BREAK	
1:00 - 5:00	Continue with the Reports	

Day 1s - Venue: All at RELC, Marikina and expenses to be charged to the Regional Office

Day 2s - All Workshops, Venue: Choice of the Cluster; charged to MOOE or Local Funds

- The same clustering of participants shall be followed. However, a new set of teachers who are experienced curriculum writers may be chosen by the respective divisions to ensure the quality of outputs.

Cluster		Assignment
<i>Cluster 1</i>		Quarter 1
Quezon City	- 35	
Manila	- 25	
<i>Cluster 2</i>		Quarter 2
Caloocan City	- 25	
Malabon	- 15	
Navotas	- 10	
Valenzuela	- 10	
<i>Cluster 3</i>		Quarter 3
Pasig City	- 15	
San Juan	- 8	
Makati	- 15	
Marikina	- 11	
Mandaluyong	- 11	
<i>Cluster 4</i>		Quarter 4
Parañaque City	- 14	
Las Piñas	- 10	
Muntinlupa	- 10	
Taguig/Pateros	- 14	
Pasay	- 12	

(Grouped into 10 per Learning Area)

- Deliverables: 10 Teaching Guides with instructional materials per quarter.
Due : February 13, 2014
- Immediate and wide dissemination of this Memorandum is desired.