



Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Josefa Cariño Elementary School
Yandoc Street, Baguio City



DIVISION MEMORANDUM
NO. 42 S. 2014

To : Public Schools District Supervisors
School Heads of Public Elem. School with ALIVE classes, Asatidz


FROM : FRANCIS CESAR B. BRINGAS, CESO VI
Assistant Schools Division Superintendent
Officer In-Charge

**SUBJECT : DIVISION SEMINAR-WORKSHOP ON LESSON PLANNING AND
TEACHING STRATEGIES FOR ASATIDZ**

Date : March 04, 2014

1. This is to inform the field that the Asatidz from the five Public elementary schools with ALIVE classes will have a seminar-workshop on Lesson Planning and Teaching Strategies on March 7 – 8, 2014 at Josefa Cariño Elementary School, Yandoc Street, Baguio City at 8:00 o'clock A.M. at 5:00 o'clock P.M.
2. The objectives of the seminar are:
 - 2.1 To gain knowledge and skills on the innovative strategies and learning experiences that promote literacy in the classroom.
 - 2.2 To realize their significant role in promoting quality learning.
 - 2.3 To effectively apply the strategies and learning experiences gained in the training to facilitate the teaching-learning process.
3. Participants to this seminar are the Ustadz and Ustadha teaching Arabic language and Islamic Values in the elementary.
4. Asatidz with regular item will be entitled for one (1) day service credit while one (1) day compensatory overtime credit shall be granted to the non-teaching employees for the services rendered on Saturday (March 8, 2014).
5. The training expenses like supplies, 4 snacks and 2 meals for the 2-day seminar shall be charged against the Madrasah funds, subject to the usual accounting and auditing rules and regulations.
6. Participants are expected to be at the venue on March 7, 2014 at 7:30 for the registration. Opening program will follow after the registration.
7. Immediate and widest dissemination of this memorandum to all concerned is desired.