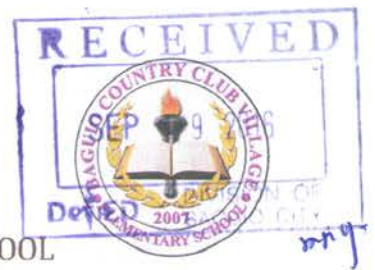




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Division of Baguio City
North Quezon District

BAGUIO COUNTRY CLUB VILLAGE ELEMENTARY SCHOOL
Baguio Country Club Village, Baguio City



September 19, 2016

ATTY. AUGUSTIN P. LABAN III
OIC - Schools Division Superintendent
Division of Baguio City

Thru:

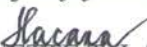
RACHEL M. BUGTONG, Ed.D.
Chief, CID

Sir:

This is to submit our Training Proposal for the In-service Training to be conducted on October 24 – 28, 2016 for your approval.

Thank you and Mabuhay!

Respectfully yours,


JEANNETTE T. LACANA
Principal

Noted:

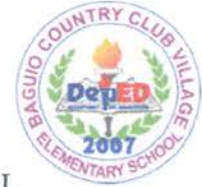
JULIA L. LADIONG, Ed.D.
PSDS – North Quezon District

Approved:

ATTY. AUGUSTIN P. LABAN III
OIC - Schools Division Superintendent



Republic of the Philippines
 Department of Education
 Cordillera Administrative Region
 Division of Baguio City
 North Quezon District



BAGUIO COUNTRY CLUB VILLAGE ELEMENTARY SCHOOL
 Baguio Country Club Village, Baguio City

I. Title: MID-YEAR PROGRAM REVIEW AND EVALUATION (MPRE) 2016

II. Inclusive Dates: October 24-28, 2016

III. Venue And Time: Baguio Country Club Village Elementary School

IV. Participants: 8 Participants
 7 teachers
 1 school head

V. Rationale:

There is a clear evidence that quality education works, resulting in substantial efficiency savings to the education system and leading to better learning competencies and proficiency through a well-equipped and prepared teachers. For this reason, Mid-year Program Review and Evaluation (MPRE) educates and empower the teachers in the spirit of constructive trainings that provide opportunities for directing and harnessing their principles and idealism into worthwhile activities. Training is very significant as it imparts information or instructions to improve the recipient's performance or to help him or her attain a required level of knowledge or skill. Training for teachers is very significant. It is one of the methods of maintaining and improving the knowledge and skills of teachers and be more effective in the teaching field. These are the reasons why the Baguio Country Club Village Elementary School materialized and realized the significance of the seminar.

VI. Objectives: The five-day training aims to:

1. Revisit teachers IPCRF,
2. Know what positive discipline is all about and how it is applied in the field,
3. Strengthen teachers' relationship,
4. Update teachers on the policy/guidelines on awards, classroom leadership and effective teaching,
5. Localize, indigenize and contextualize the curriculum in the grade level assigned to,
6. Make SIM, and
7. Conduct demo-teaching applying what had been discussed for the previous days.

VII. Methodologies:

Interactive-Lecture Discussion, demonstration and workshop will be used.

Pre – Implementation

Schedule/Date	Activities	Person In- Charge	Logistics
Sept. 13	District Meeting at Rizal E.S.	9 School Heads – NQD Julia Ladiong, Ed.D.	None
Sept. 14	Faculty Meeting	7 teachers School Head	None
Sept. 15	Preparation of SOB	School BAC	None
	Preparation of Training Proposal	Proponent	None
Sept. 19	Submission of Training Proposal	Proponent	None
Sept. 20	Follow-up of Training Proposal	Proponent	None
Oct. 3	Canvassing of Materials and Food and transmit letter of invitation to speakers	School BAC	Canvass Forms
Oct. 10	Follow-up of requested materials to be purchased and letter of invitation to Resource Speakers	School BAC	Canvass Forms

Training Matrix (MPRE 2016)

DAY 1 (OCTOBER 24, 2016)			
Time/Session	Activity	Speakers/ Facilitator	Outputs
7:30-8:00	Registration	Rowena Tibaldo	Attendance sheet
8:00 – 8: 30	Opening Program	Primary Grade Teachers	Program Paper
8:30 – 10:00	Positive Discipline Intro.	Marlene B. de Castro	List of Interventions for bullies/pupils with problems
10:01 -10:20	Health Break		
10:21 – 12:00	Positive Discipline Workshop	Marlene B. de Castro	
12:01 – 1:00	Lunch Break		
1:01 – 3:00	IPCRF	Julia L. Ladiong, Ed.D.	IPCRF Template
3:01 – 3:20	Health Break		
3:21 – 5:00	IPCRF Continuation	Julia L. Ladiong, Ed.D.	

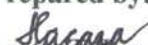
DAY 2 (OCTOBER 25, 2016)			
Time/Session	Activity	Speakers/ Facilitator	Outputs
7:30 - 8:00	Registration	Rowena Tibaldo	Attendance sheet
8:00 – 8: 15	Management of Learning	Intermediate Grade Teachers	
8:16 – 10:00	Culture-based (AP)	Marina Tabangcura, Ph.D.	Copy of Topic
10:01 – 10:20	Break		
10:21 – 12:00	Presentation on approved SIM	Melanie Buen, Annalyn Bacani	Approved SIM
12:01 – 1:00	Lunch Break		
1:01 – 3:20	Personality Development	Leonarda Aguinalde, Ed.D.	Copy of Topic
3:21 – 3:40	Break		
3:41 – 5:00	Policy/Guidelines on Awards	Jackson Caya-os	D.O. #36, s. 2016

DAY 3 (OCTOBER 26, 2016)			
Time/Session	Activity	Speakers/ Facilitator	Outputs
7:30 - 8:00	Attendance	Rowena Tibaldo	Attendance sheet
8:01 – 8:15	Management of Learning	Master Teachers	
8:16 – 10:00	Professional Learning and Effective Teaching	Rachel M. Bugtong, Ed.D. CID Chief	Copy of Topic
10:01 – 10:20	Working Break		Copy of Topic
10:21 – 12:00	Classroom Leadership	Elma D. Dona-al, Ed.D.	
12:00 – 1:00	Lunch		
1:01 – 3:00	LRMDS Updates	Victor Fernandez/Chris Oliva	Copy of Topic
3:01 – 3:20	Break		
3:21 – 5:00	Crime Prevention and Anti-bullying	SPO2 Erano dela Cruz, PCR BCPO	

DAY 4 (OCTOBER 27, 2016)			
Time/Session	Activity	Speakers/ Facilitator	Outputs
7:30-8:00 AM	Registration	Rowena Tibaldo	Attendance sheet
8:00 – 8: 15	Management of Learning	Arlene C. Baldino	
8:16 - 10:00	Curriculum Contextualization	Jeannette T. Lacana	Copy of Topic
10:01 – 10:20	Break		
10:21 – 12:00	Workshop on Curriculum Contextualization		
12:00 – 1:00	Lunch Break		
1:01 – 3:30	Workshop on Curriculum Contextualization		Copy of Contextualized Curriculum
3:31 – 4:45	Break		
4:46 – 5:00	Presentation of Output		

DAY 5 (OCTOBER 27, 2016)			
Time/Session	Activity	Speakers/ Facilitator	Outputs
7:30 - 8:00 AM	Registration	Rowena Tibaldo	Attendance sheet
8:00 – 8: 15	Management of Learning	Eva Jackie Lou S. Lackias	
8:16 – 10:00	Demonstration Teaching/Critiquing	Arlene C. Baldino - English	Demo-Lesson Plan
10:01 – 10:45	Break		
10:46 – 12:00	Demonstration Teaching/Critiquing	Eva S. Lackias - Science	Demo-Lesson Plan
12:00 – 1:00	Lunch Break		
1:01 – 2:30	Demonstration Teaching/Critiquing	Merlyn Danglose - AP	Demo-Lesson Plan
2:31 – 4:00	Demonstration Teaching/Critiquing	Mona Rizza N. Agsi – MT	Demo-Lesson Plan
4:30 – 5:00	Closing Program	Rowena C. Tibaldo	Program Paper

Prepared by:


 Jeannette T. Lacana
 Proponent

Reviewed by: (Members of the PDC)

Short List of Training Resource Speakers:

Name Of Resource Speakers	Topic	Session No.
Marlene B. de Castro BCYA Directress	Positive Discipline	1
Julia L. Ladiong, Ed.D.	IPCRF	2
Marina M. Tabangcura, Ph.D.	Culture-based (AP)	3
Melanie Buen, Annalyn Bacani	Presentation of Approved SIM (Teachers of Loakan E/S)	4
Leonarda Aguinalde, Ed.D.	Personality Development	5
Jackson Caya-os	Policy/Guidelines on Awards	6
Rachel M. Bugtong, Ed.D.	Professional Learning and Effective Teaching	7
Elma D. Dona-al, Ed.D.	Classroom Leadership	8
Victor Fernandez/Chris Oliva	LRMDS	9
SPO2 Erano dela Cruz, PCR-BCPO	Crime Prevention and Anti-bullying	10
Jeannette T. Lacana	Curriculum Contextualization	11

XIII. Budgetary Requirements:

Request for Purchase:

Source of fund: School MOOE

Materials

Item	No. of Items	Unit	Price / Unit	Total
Special Paper for Certificates	3	pack	35.00	105.00
Cartolina (8 colors/set)	7	set	56.00	392.00
			Total	497.00

Food

Item	No. of Items	Unit	Price / Unit	Total
Meal for 5 days	8 x 5 = 40	pax	150.00	6,000.00
Snack for 5 days x 2	16 x 5 = 80	pax	30.00	2,400.00
			Total	8,400.00
			General Total (a + b)	8,897.00

IX. Monitoring and Evaluation: In this proposal, the Public Schools District Supervisor of North Quezon District and SGOD will monitor and evaluate the implementation of the INSET Matrix/Activities. Also, output from this INSET will be provided by the committee on documentation as basis for evaluation and recommendation.

X. Training Staff and Committees:

Facilitators:	All Teachers	
Evaluation Committee:	Merlyn D. Danglose	(POA)
Technical Committee:	Eva Jackie Lou S. Lackias	(Chair, ICT)
	Arlene C. Baldino	(Co-chair)
	Rowena C. Tibaldo	(Attendance)
Planning Committee:	Jeannette T. Lacana	(Chair)
	Merlyn D. Danglose	(Co-chair)

Prepared by:

JEANNETTE T. LACANA
Proponent

Funds Available:

SHIRLEY BENGAO
Bookkeeper

Reviewed by: (Members of the PDC)

JULIA L. LADIONG, Ed.D.
PSDS – North Quezon District

RACHEL M. BUGTONG, Ed.D.
CID Chief

ELMA D. DONA-AL, Ed.D.
SGOD Chief

Approved:

ATTY. AUGUSTIN P. LABAN III
OIC - Schools Division Superintendent