
	GENERAL QUALITY FORM		Document Code: RELEASED
	DIVISION MEMORANDUM		Revision: 00 Effectivity date: 8-20-18 Name of Office: SGOD-HRD Section

Office of the Superintendent
Division Memorandum Number 491, s. 2019
corrigendum



ADDENDUM and CORRIGENDUM TO DM 433, S. 2019, RE: CONDUCT OF 2019 TEACHER AND NON-TEACHING INDUCTION PROGRAM

To: Division Chiefs
PSDSs
Public Elementary and Secondary School Heads
All Concerned

1. This is to inform the field and all employees concerned that the conduct of 2019 Teacher Induction Program (TIP) is moved to an earlier date which ~~is~~ **October 7-10**, instead of October 8-11, 2019.
2. In addition, participants on ~~the~~ *the* last of the training will be for the School Heads (see attached matrix for your reference)
3. All other provisions in DM 433, s. 2019, will remain in effect.
4. Immediate dissemination and compliance to this memorandum is desired.



MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

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	TRAINING MATRIX		Revision: 00 Effectivity date: 8-20-18
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2019 Teacher and Non-Teaching Induction Program

October 8-11, 2019

NTC Training Hall, Pacdal, Baguio City

Day 1-October 8- Plenary				
Time/Session	Activity/Topic	Focal Person/Speaker		
7:30-9:40	Registration/Attendance	HRD		
	Opening Program	Division TIP Training Team		
	Pre-Test	HRD		
9:40-10:00	Coffee Break			
10:00—11:00	Mandate, Vision, Mission and Core Values and Strategic Directions	MARIE CAROLYN B. VERANO, CESO VI Schools Division Superintendent		
11:00-12:00	Self-Mastery	SORAYA T. FACULO, PhD OIC- Office of the ASDS		
12:00-1:00	Lunch Break			
1:00-2:40	Health and Wellness Program	ASUNCION C. SAGUID DOC JOYCE DE JESUS		
2:40-3:00	Coffee Break			
3:00-4:30	Code of Ethics			
4:30-5:00	Reflection/Processing	JULIET C. SANNAD Chief -CID		
Day 2- October 9- Plenary				
8:00-8:20	Attendance/MOL	Elementary Group		
8:20-10:00	Financial Literacy	FERNANDO ELEPONGA EPS- ALS		
10:00-10:20	Coffee Break			
10:20-12:00	Salaries, Wages and Benefits of Teachers and Employees	NIEVES D. EBANIO AO-V Personnel/ Administrative Services		
12:00-1:00	Lunch Break			
Parallel sessions				
1:00-2:40	TEACHING		NON-TEACHING	
	Philippine Professional Standard for Teachers	FRANCISCO COPSIYAN EPS-Math	RPMS	BRENDA CARINO Principal IV, BCNHS
2:40-3:00	Coffee Break			
3:00-4:30	K to 12 Curriculum Program	JULIET C. SANNAD Chief-CID	Job Description Duties and Responsibilities	NIEVES D. EBANIO AO-V Personnel/ Admin
4:30-5:00	Processing/ Reflection-	NORA DALAPNAS	ASUNCION SAGUID	
Day 3- October 10 -Parallel Sessions				
8:00-8:20	MOL	Secondary Group		
8:20-11:00	TEACHING		NON- TEACHING	
	Inclusion Programs 1. ALIVE 2. ALS 3. IPED 4. SPED	MARK MALIDOM JULIET PIOK JACQUELINE LAMPAC MARINA TABANGCURA	Employee Relations Administrative Services Best Practices	N. Ebanio L. Moncada
			Personality Development	
11:00-11:30	Demo Teaching			
11:30-12:00	Processing	JULIET SANNAD	Processing	HRD

PM Sessions				
1:00-2:00	ELLN PHIL-IRI Workshop	MARILYN API-IT EPS- FILIPINO	Communication Process Flow	LILLIAN PAGULONGAN EPS-English
2:00-3:00	Flexible Learning Options (FLO)	SANTIAGO BUGTONG PSDS, Lucban District	written and Oral Communication Skills	
3:00-4:00	DLP and DLL Workshop	LOURDES LOMAS-E PSDS		
4:00-4:30	Processing/Reflection	VICTOR FERNANDEZ EPS II LRMDS	Processing/Reflection	HRD
4:30-5:00	Closing -Plenary			
Day 4- Plenary – School Heads				
8:00-12:00	Attendance TIP Status Report			
	Re-Orientation of the TIP		JERRY YIMSON EPS-SGOD	
	Sharing of Best Practices of the TIP Implementation (one SH per district at 5-10 minutes each)		(CID Chief to assign)	
	TIP Action Planning		JOVELYN BALANTIN SEPS-HRD	
12:00-1:00	Lunch Break			
1:00-1:30	Sharing of Best Practices		NIÑO TIBANGAY 2019 CSC Lingkod Bayan Awardee	
1:30-3:00	Sharing of Learnings/Insights in the National Assembly for Educational Leaders (NAEL)		School Head who participated in the NAEL	
3:00-3:20	Break			
3:20-4:00	Sharing of Learnings/insights in the Global Teachers Forum		HELEN ALUP TEODORA BOTIS	
4:00	Ways Forward/Announcements		HRD	