

**DR. FEDERICO P. MARTIN,**  
Schools Division Superintendent  
DepEd, Baguio City Division

Dear Dr. Martin:

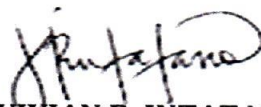
Greetings of goodwill!

The ILEP-Fulbright-DAI-AAP is an association of International Leaders in Education Program alumni in the Philippines. ILEP, now known as Fulbright DAI (Distinguished Awards in Teaching Program for International Teachers) is a US Government – funded scholarship program. Our major project this school year 2019 – 2020 is to hold a Teacher Leadership Caravan (TLC) which aims to conduct a seminar workshop that will help enhance the teacher leadership skills of our educators and share best practices for a better classroom instruction. The TLC will be held at the American Corner, Saint Louis University Library, A. Bonifacio St. Baguio City, on September 20 – 21, 2019. The registration for the workshop is free and lunch will be served to the participants.

In this regard, we would like to request your office to extend invitation to forty (40) teachers in public schools (Elementary and Secondary) in the Division of Baguio City. The said workshop is only for limited participants since this is free of charge. Pre-registration is needed for the committee to prepare needed materials ahead of time. Kindly advise the participants to contact Ms. Anna Grace M. Cabanilla of Baguio City National High School, Chairperson of TLC-Baguio, on or before September 16, 2019, at 0933 1972821 or email at [annagrace.cabanilla@deped.gov.ph](mailto:annagrace.cabanilla@deped.gov.ph) for the registration.

Your favorable response is highly appreciated. Thank you and God bless you.

Sincerely,

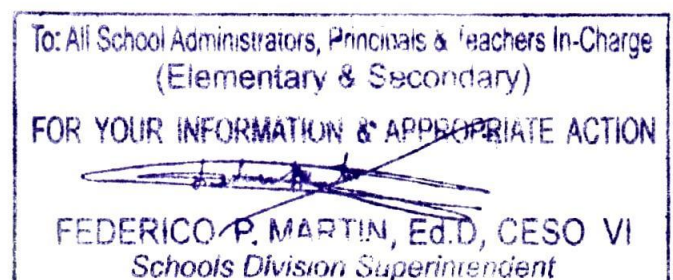
  
**VIVIAN B. INTATANO**  
President  
ILEP-Fulbright-DAI-AAP

  
**RUFO DE LEON**  
Secretary,  
ILEP-Fulbright-DAI-AAP

  
**ANNA GRACE M. CABANILLA**  
TLC-Baguio Chairperson  
Member, ILEP-Fulbright-DAI-AAP

Approved:

**DR. FEDERICO P. MARTIN**  
Schools Division Superintendent, Baguio City



**SEMINAR WORKSHOP ON  
 TEACHER LEADERSHIP**

**September 20 - 21, 2019  
 American Corner, St. Louis University  
 Baguio City**

**DAY 1**

<b>September 20- Friday</b>				
<b>Day/Time</b>	<b>Activity</b>	<b>Resource Person/s Involved</b>	<b>Resources Needed</b>	<b>Remarks</b>
7:30 - 8:00	Registration	TWG Members	Registration Sheets, Conference Kit	
8:00 - 8:30	<b>Opening Program</b>			
	Invocation National Anthem			
	Welcome Remarks	President of St. Louis University	Laptop, projector, sound system	
	Rationale of the Seminar Workshop Introduction of the Participants Getting to Know you Activity	Rufo De Leon, ILEP Fellow		
8:30 - 9:30	A Glimpse of American Corner	American Corner Staff	Laptop, projector, sound system	15 min open forum
<b>9:45 - 10:00 Health Break</b>				
10:00 - 11:30	Session 1: Teacher Leadership	Anna Grace Cabanilla, ILEP Fellow	Laptop, projector, sound system	
11:30 - 12:00 OPEN FORUM				
<b>12:00 - 1:00 LUNCH</b>				

**DAY 1 PM SESSION**

<b>Day/Time</b>	<b>Activity</b>	<b>Resource Person/Persons Involved</b>	<b>Resources Needed</b>	<b>Remarks</b>
1:00 – 1:15	Mood setting	Rufo De Leon, ILEP Fellow		
1:15 – 2:45	Continuation of Session 1: TL Workshop	Estelita Villegas ILEP Fellow	Laptop, projector, sound system Worksheets	Group sharing
<b>2:45 – 3:15 HEALTH BREAK</b>				
3:15 – 4:30	SESSION 2: Communication and Effective Teaching	Dr. Jan Rich Guira <i>FLTA Fellow</i>	Laptop, projector, sound system Papers, writing pads	Lecture with workshop
4:30 – 5:00	Open Forum/Wrap up			

**Chairman: Anna Grace M. Cabanilla**

**MEMBERS: Vivian Intatano  
Rufo De Leon  
Estelita Villegas  
Heidi Angeles  
Ruby Baldas  
Jan Rich Guira**

**DAY 2****September 21, 2019**

<b>Day/Time</b>	<b>Activity</b>	<b>Resource Person/s Involved</b>	<b>Resources Needed</b>	<b>Remarks</b>
7:30 – 8:00	Registration	TWG		
8:00 – 8:30	MOL	Heide Angeles Ruby Baldas ILEP Fellows		
8:30 – 9:45	Session 3: Teacher and the Digital World	Vivian B. Intatano ILEP Fellow	Laptop, projector, sound system	
<b>9:45-10:00 HEALTH BREAK</b>				
10:00 – 11:00	Session 4: Teacher and the Digital and the Professional Learning Community	Rufo De Leon, ILEP Fellow	Laptop, projector, sound system	
11:00 – 12:00	Session 5 Extending Beyond the School (Service Learning)	Vivian Intatano ILEP Fellow		
<b>12:00 – 1:00 LUNCH BREAK</b>				
1:00 – 2:30	Session 6 Teacher Leaders in Action	Heide Angeles Ruby Baldas ILEP Fellows	Writing materials	Group work
2:30 – 3:30	Presentation of Output	Heidi Angeles	Board, Tape	Working Break
3:30 – 4:30	Closing Program Distribution of Certificates Commitment Wall Ceremony	TWG	Certificates, Sticky notes, Writing pens	
<b>4:30 – 5:00 Photo Opportunity and Socialization</b>				
<b>HOME SWEET HOME</b>				