



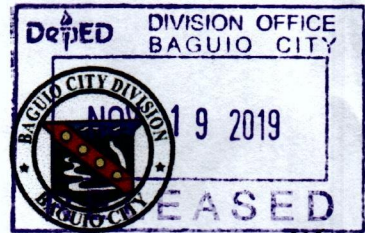
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
DIVISION OF BAGUIO CITY

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Office of the Schools Division Superintendent

Division Memorandum No. 608, S. 2019

TO : Chief Education Supervisors, SGOD and CID
Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

SUBJECT : **DIVISION CALENDAR OF ACTIVITIES FOR NOVEMBER 2019 – MAY 2020**

DATE : November 11, 2019

1. For the information and guidance of all concerned, enclosed is the division calendar of activities for November 2019-May 2020.
2. Immediate dissemination of this memorandum is desired.

MARIE CAROLYN B. VERANO, CESO VI
Schools Division Superintendent

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DIVISION CALENDAR OF ACTIVITIES FOR NOVEMBER 2019 - MAY 2020

NOVEMBER 2019			
Date	PPA	Participants	Focal
November 8, 2019	Peoples Education Celebration	SDO and Schools	CID
November 11-12, 2019	Division Training Workshop on the Enhanced Quality Assurance Tool Batch 1	CID, School Heads, LR Coordinators	CID
November 13-15, 2019	Training on Special Education in Inclusive Setting	CID, School Heads, SPED Coordinators	CID
November 14, 2019	Orientation on PEPT	LEM Team	CID
November 17, 2019	Administration of PEPT	LEM Team	CID
November 18-22, 2019	ALS Sports and Festival of Talents	ALS Implementers, ALS Learners	CID
November 18, 2019	Hosting of City Hall Flag Ceremony	SDS, CID, School Heads	
November 18-20, 2019	MTBMLE –Rollout	School Heads, Grade 2 Teachers	CID
November 19-21, 2019	Coordination Meeting and Workshop on the Preparation of 2020 Budget Execution Documents - Financial Plan (BED 1) and Monthly Disbursement Program (BED 3)	Budget Officers, Accountants, Bookkeepers of Implementing Units	OSDS-Accounting
November 20, 2019	Division Musabaqah Skills Exhibition	Asatidz, Muslim Learners	CID
November 20, 2019	PTA Division Summit	PTA presidents, 10 PSDS, Former PTA Officers, LGU	SGOD/SOCMOB
November 21-22, 2019	Division Cliniquing for the Qualifiers for the 2019 RSPC	School Paper Advisers and Campus Journalists	CID
November 21-23, 2019 <i>(tentative)</i>	Seminar Workshop for Critical Content in All Learning Areas	CID, School Heads, Master Teachers	CID
November 22, 2019	Literacy Coordinating Council Coffee Table Book Division Level	ALS Implementers	CID
November 22,23,30, 2019	Seminar Workshop on the Competency Assessment for Trainers Methodology on Level 1 Qualification	TVL/TLE Secondary Teachers	CID
November 24-27, 2019	Regional Technolympics	EPS, Coaches/Teachers, Learners	CID
November 25-27,	Workshop on the Development IPEd	CID, School Heads,	CID

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2019	Orthography	IP Elders	
November 25-28, 2019	Regional Schools Press Conference	EPS, Coaches/Teachers, Learners	CID
November 25-28, 2019	Regional Festival of Talents	EPS, Coaches/Teachers, Learners	CID
November 25-28, 2019	Regional Science and Math Festival	EPS, Coaches/Teachers, Learners	CID
November 26, 2019	Psychosocial First Aid Training	SDRRM Coordinators	SGOD
November 26-27, 2019	Division Sports Summit	School Heads, Teachers, EPS, PSDS, Private School Athletic Managers, YF	SGOD
November 26-28, 2019	Division Research Congress	School Heads & Teachers	SGOD
November 27, 2019	Division Employees Annual Physical Examination	SDO Personnel	SGOD
November 27-29, 2019	Capability Building on Basic DRRM for School DRRM Coordinators Cum Contingency Planning	SDRRM Coordinators & GCs	SGOD
November 28-30, 2019	ADM Training Writeshop on Instructional Materials	CID, School Heads, Teachers	CID

DECEMBER 2019			
Date	PPA	Participants	Focal
December 2-3	Division training workshop on the Enhanced Quality Assurance Tool Batch 2	CID and school heads	CID
December 4-6	Training workshop on Enhancing Illustration and Digitization Skills of Division Illustrators	Division illustrators	CID
December 4-6	Developmentally Appropriate Practice in Early Childhood Program Seminar Workshop for K teachers	Kindergarten teachers	CID
December 5-7, 2019	Facilitation Skills	Selected School Heads, EPS, PSDS, Section Heads	SGOD
December 6, 2019	Stakeholders Convergence and Brigada Eskwela Best Implementing School Awarding	BE awardees, School Heads, Coordinators, External Partners, PSDSs, learners	SGOD-SMN
December 6-7	Division Science Quest	Science teachers	CID

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December 9	Awarding Ceremony of ALS for 2019-2020	ALS Implementers , ALS learners	CID
December 9-11, 2019	Palarong Panlunsod	Schools & DO	SGOD
December 12, 2019	Schools Thanksgiving Celebration Division Office Wellness Program (Thanksgiving Day)	Schools DO DO	School Heads SGOD-HRDS
December 13, 2019	Family Day (recognition of loyalty awardees)	DO and Schools	OSDS-Admin
December 15, 2019	Start of Christmas Break		
December 16-17, 2019	Lecture Series in Athletic Training and Sports Medicine		SGOD-H&N
December 18	2019 ALS Literacy Cum- Livelihood Skills Training Mass Graduation	ALS Implementers , ALS learners	CID
December 18-20, 2019	Division Coaches Sports Dev Activity	Teachers	SGOD
December 16-17, 2019	DEDP Appraisal Workshop / Monitoring tools development	CORE and Identified pax	OSDS and SGOD-P&R
December 30, 2019	12 South East Asia Benchmarking	Teachers	SGOD

JANUARY 2020			
Date	PPA	Participants	Focal
January 6-31, 2020	Submission of Certificates/Diploma for SDS signing		School Heads
January 6, 2020	Resumption of Classes		School Heads
January 6-10, 2020	Division 2019 Year End Report Financial Preparation		OSDS-Acc
January 9-10, 2020	3 rd Quarter Exams		School Heads
January 18, 2020	Distribution of Cards		School Heads
2 nd week	Monitoring and Evaluation Basic Course	To be Identified	SGOD-HRDS
January 17, 2020	Submission of Self-rated 2019 IPCR and OPCR of Division Employees	DO Employees	Chiefs and Unit Heads
January 28, 2020	Submission of 2020 IPCR and OPCR of DO Employees	DO Employees	Chiefs and Unit Heads
January 21, 2020	Orientation on Financial Updates	School Heads	OSDS-Acc
January 22-24, 2020	3-days training workshop for Learning Resource writers writeshop on the preparation and evaluation of contextualized learning materials in the K to 3	School heads, Teachers	CID
January 29-31, 2020	3-days training workshop for Learning Resource writers writeshop on the	School heads, Teachers	CID

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	preparation and evaluation of contextualized learning materials in the Grade 4-6		
January 31, 2020	Scholars Forum	Scholars, Selected School Heads and Teachers	SGOD-HRDS

FEBRUARY 2020			
Date	PPA	Participants	Focal
	Panagbenga		
February 5-7, 2020	3-days training workshop for Learning Resource writers writeshop on the preparation and evaluation of contextualized learning materials in Junior High School	School heads, Teachers	CID
February 15-21, 2020	CARAA	CAR Delegates	SGOD
February 24-25, 2020	2-day Kindergarten Festival of Talents	School heads, Teachers	CID

MARCH 2020			
Date	PPA	Participants	Focal
March 2020	5 meetings and validation of contextualized learning materials with the council of elders	School heads, Teachers	CID
March 2-6, 2020	Submission of Year End INSET Proposals		SH
March 4-6, 2020	CapB for teachers in the implementation of ADM in different learning areas	School heads, Teachers	CID
March 6, 2020	Orientation and coordination meeting on the implementation of Phil-IRI (for four months)	Phil-IRI coordinators	CID
March 6, 2020	Submission of Year End INSET Proposals		School Heads
March 16, 2020	Coordination Meeting with Implementing Units	IUs	OSDS-Acc
March 19-20, 2020	4 th Quarter Examination (for grades 1-5, 7-11)		School Heads
March 12-13, 2020	4 th Quarter Examination (for grades 6 and 12)		School Heads
March 30-April 3, 2020	Closing/End of School Year Rites		School Heads

APRIL 2020			
Date	PPA	Participants	Focal
April 3, 2020	Last Day of classes		School Heads
April 6, 2020	Card Distribution		SH

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April 13, 2020	Summer Classes		
April 15-17, 2020	3-days Workshop on the development, validation and reproduction of the four Minima for Baguio City (Orthography, Primer, Dictionary, Big books)	IPEd Elders, CID, School heads	CID
April 15-17, 2020	2-day Training-Workshop for LR Evaluators TWC (2-clusters)	LR evaluators	CID
April 20-22, 2020	Training workshop for teachers on SPS, SPA and CTP	School heads, Teachers	CID
April 20-24, 2020	5-day Division workshop on Action Researches/ case studies and development of ALS Learning Materials	ALS implementers	CID
April 22-24, 2020	3-day Training workshop for YES-O Coordinators	YES-O coordinators	CID
April 22-24, 2020	Training-Workshop for Learning Resource Writers on Digitized Contextualized LRs	LR writers	CID
April 28-30, 2020	3 day Seminar Workshop on Developing Reading comprehension Skills of the Grades 1-3 and 7 & 8 learners	Teachers, School heads	CID

MAY 2020			
Date	PPA	Participants	Focal
May 4, 2020	Submission of School Heads Self-rated OPCR SY 2019-2020		School Heads
May 6-8, 2020	Training-Workshop on the Enhancement of Contextualized Storybooks for Writers and Illustrators	LR writers and Illustrators	CID
May 6-8, 2020	3-day training workshop for Mathematics Teacher	Teachers	CID
May 11-13, 2020	Seminar workshop of Filipino teachers on Pedagogical approaches	Teachers	CID
May 13-15, 2020	3-day Training-Workshop for Illustrators, Photographers and Layout Artists on Visual Arts Management on Contextualized Learning Resources	Illustrators, Photographers and Lay-out artists	CID
May 18-22, 2020	Brigada Eskwela	All	SGOD-SMN
May 19-21, 2020	3-day, Seminar-Workshop on Advance MS Office, Basic Photoshop and video making for ALS implementers	ALS implementers	CID
May 20-21, 2020	3-day training workshop for Science Teachers	Teachers	CID
May 22, 2020	End of Summer Classes		
May 25, 2020	1-day, ALS A&E Program Graduation Batch 2019-2020 (Elem. & junior High School level)	ALS implementers	CID
May 25-29, 2020	Conduct of Year End INSET		School Heads
May 29, 2020	Submission of School Heads SY 2020		School Heads