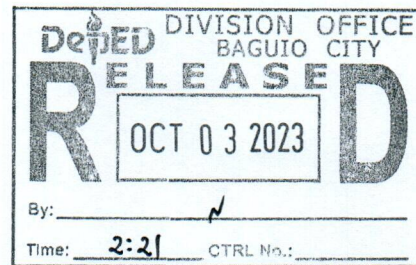




Republic of the Philippines
Department of Education
Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



October 3, 2023

Division Memorandum

No. 392-2023

Capability Building of School Heads and Master Teachers on the 4As Approach

TO: Chief Education Supervisor – Curriculum Implementation Division
Education Program Specialist for ALS
School Heads
Master Teachers
ALS Teachers
Others Concerned

1. The Schools Division of Baguio City through the Curriculum Implementation Division – Alternative Learning System (ALS) will be conducting a Capability Building of School Heads and Master Teachers on the 4As Approach on **October 13 and 14, 2023 at Lucban Elementary School-Social Hall**. In lieu of October 14, 2023 (Saturday), those on the enclosed list are eligible for Service Credits or Compensatory Overtime Credits (COC).
2. The activity aims to:
 - a. reorient teachers and school heads on the 4As of adult learning used in the Alternative Learning System;
 - b. provide a venue for sharing experiences in utilizing the 4As in the teaching and learning process; and
 - c. develop learning sessions with the 4As of adult learning.
3. The participants are the school heads and master teachers who are implementing the Accreditation and Equivalency program with the corresponding ALS teachers from the various school-based learning centers. They are advised to bring their laptop to be used during the duration of the training.
4. Attached are the following enclosures for guidance and reference:
 - Enclosure 1: List of Participants
 - Enclosure 2: Activity Matrix
5. Immediate dissemination of and strict compliance with this memorandum is directed.

SORAYA T. FACULO PhD, CESO VI
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent





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Enclosure 1 of DM No. 392-2023

LIST OF PARTICIPANTS

No	NAME	SCHOOL	NATURE OF PARTICIPATION
1	Samuel D. Lachica	Baguio Central School	Participant
2	Perla A. Enomis	Baguio Central School	Participant
3	Sharon Christiane R. Castillo	Bonifacio ES	Participant
4	Lourdes L. Colingan	Bonifacio ES	Participant
5	Reagan Decoran	Bonifacio ES	Participant
6	Myline Esteban	Doña Aurora ES	Demonstrator
7	Laurence Delos Santos	Doña Aurora ES	Participant
8	Nancy Dumalili	Doña Aurora ES	Participant
9	Jacqueline L. Fianza	Dontogan ES	Participant
10	Esperanza L. Rodriguez	Dontogan ES	Participant
11	Joseph A. Estigoy	Elpidio Quirino ES	Participant
12	Rita P. Embang	Elpidio Quirino ES	Demonstrator
13	Mannuel B. Agbunag	Lucban ES	Participant
14	Dwight B. Milan	Lucban ES	Speaker
15	Hermoso P. Bunnol	Manuel Quezon ES	Participant
16	Maria Loida Pineda	Manuel Quezon ES	Participant
17	Kimberly Aclopen	Don Mariano ES	Participant
18	April Lorraine A. Verdejo	Mil-An NHS	Speaker
19	Marie D. Sillatoc	Pinsao ES	Participant
20	Freda B. Dayog	Pinsao ES	Speaker
21	Luz F. Soriano	San Carlos ES	Participant
22	Cherryl S. Madume	San Carlos ES	Participant





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23	Jojo S. Ambros	Division Office	Proponent
24	Chawi, Decimay D.	Baguio Central School	Participant
25	Parrocha, Rodolfo M.	Baguio Central School	Participant
26	Cabillan, Rhodora P.	Bonifacio ES	Participant
27	Fiangaan, Dave C.	Bonifacio ES	Participant
28	Kimbongan, Andias F.	Doña Aurora ES	Participant
29	Galvez, Rolando G.	Dontogan ES	Participant
30	Taca, Alpha R.	Elpidio Quirino ES	Participant
31	Abat, Janette J.	Lucban ES	Participant
32	Billy, Judith D.	Lucban ES	Participant
33	Caparas, Rheineck M.	Lucban ES	Participant
34	Capuyan, Wilfredo E.	Lucban ES	Participant
35	Ambros, Edilberta M.	Manuel Quezon ES	Participant
36	Batnag, Ponce S.	Manuel Quezon ES	Participant
37	Binay-an, Jehan L.	Manuel Quezon ES	Participant
38	Cayso, Maresa L.	Manuel Quezon ES	Participant
39	Lubangas, Farley M.	Manuel Quezon ES	Participant
40	Pudsok, Lehabim M.	Manuel Quezon ES	Participant
41	Saganib, Michaelle T.	Pinsao ES	Participant
42	Bulong, Venus A.	San Carlos ES	Participant
43	ALS Learners	Lucban ES	Participant





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Enclosure 2 of DM No. 392-2023

TRAINING MATRIX

Date	Time	Activity/Topic	In Charge
October 3, 2023	1:00 – 1:30 PM	Registration	Quezon Assessment Center
	1:31 – 2:00 PM	Opening Program	Quezon Assessment Center
	2:01 – 3:00 PM	4As of Adult Learning	April Lorraine A. Verdejo MT 1- Mil-an NHS
	3:00- 3:20 PM	HEALTH BREAK	
	3:24 – 4:00 PM	Continuation: 4As of Adult Learning	April Lorraine A. Verdejo MT 1- Mil-an NHS
	4:01-5:00 PM	Alignment of 4As approach in the DO_s2016_042 / Preparation of lesson plan exemplar-Part I	Ms. Freda Dayog MT 2- Pinsao E/S
October 4, 2023	7:30 – 8:00 AM	Registration	Lucban Assessment Center
	8:01 – 8:15 AM	Management of Learning	Lucban Assessment Center
	8:16- 9:16 AM	Continuation: Alignment of 4As approach in the DO_s2016_042 / Preparation of lesson plan exemplar-Part II	Dwight B. Milan MT 2-Lucban E/S
	09:17 – 10:17 AM	Demonstration teaching on 4As approach	Ms. Myline Esteban MT 2- DAES
	10:17-10:40	Health Break	
	10:41 – 12:00 NN	Preparation of Learning Session Exemplars with 4As Approach (ALS Teachers)	ALS Teachers
	12:01 – 1:00 PM	Lunch Break	
	1:01 – 2:50 PM	Demonstration Teaching	ALS Teachers (2)
	2:51- 3:10	Health Break	
	3:16 – 4:00 PM	Giving of comments and suggestions/ feedback	Master Teachers
	4:01- 5:00 PM	Closing Program	Baguio Central Assessment Center

