



Republic of the Philippines
Department of Education
REGION IV-A

SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE

June 29, 2020

DIVISION MEMORANDUM
NO. 186, s. 2020

To: OIC, Assistant Schools Division Superintendent
Chief, School Governance and Operations Division
Chief, Curriculum Implementation Division
All Education Program Supervisors and Specialists
All Public Schools District Supervisors
All Public Elementary and Secondary School Heads
All Public Elementary and Secondary Teachers
All Concerned





REGISTRATION TO NEAP-CALABARZON'S PROFESSIONAL DEVELOPMENT COURSES FOR TEACHERS, SCHOOL HEADS, AND SUPERVISORS

1. In reference with Regional Memorandum No. 312, s. 2020, all public elementary and secondary teachers (Kindergarten to Grade 12), school heads, and supervisors are directed to register to National Educators Academy of the Philippines-CALABARZON's Professional Development (PD) courses through **bit.ly/06PDPCONFIRM20 until July 3, 2020**. Likewise, all Division Program Management Team members (See Annex 1) shall register through **bit.ly/06PMTDP until June 30, 2020 only**.
2. All PMT members and target participants are advised to read Regional Order No. 10, s. 2020 Guidelines on the Implementation of MELC PIVOT 4A Budget of Work in All Learning Areas for Key Stages 1-3 and Regional Memorandum No. 296, s. 2020 Guidelines on the Preparation of PIVOT IDEA Lesson Exemplars in preparation for the PDP courses. The date of conduct of the PD courses (See Annex 2) shall be announced through a separate Regional Memorandum.
3. Queries and concerns may be communicated to the Division Office by sending a message to depedcavite.dio@deped.gov.ph
4. Immediate and widest dissemination of this Memorandum is hereby directed.

(SGD)ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

RMA/ DM No. 186 s. 2020
BU-2116/ 06/29/2020



 Cavite Capitol Compound, Brgy. Luciano, Trece Martires City, Cavite
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“Serbisyong Pang-Edukasyong Tapat at Sapat para sa Batang KABITENYO”



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Attachment 1 to Division Memorandum no. 186, s. 2020 titled REGISTRATION TO NEAP-CALABARZON'S PROFESSIONAL DEVELOPMENT COURSES FOR TEACHERS, SCHOOL HEADS, AND SUPERVISORS

COMPOSITION OF DIVISION PROGRAM MANAGEMENT TEAM

Position	Function Role
HRD SEPS	<ul style="list-style-type: none">Leads in organizing Google classroom per learning area, per grade levelFacilitates the accomplishment of Activity Completion Report
HRD EPS II	<ul style="list-style-type: none">Leads in the issuance of e-certificates, online attendance, checking, and feedback using Google Form (CREST)
Division ITO	<ul style="list-style-type: none">Leads in facilitating online platforms such as Google classroom, Streamyard, Youtube, and Google DriveEnsures strong and reliable Internet connection all throughout the conduct of classes
M&E SEPS/ EPS II	<ul style="list-style-type: none">Leads in preparing QAME forms using Google Form, in tabulating and analyzing data using Google sheets and presenting QAME results using Google Slides, and submitting QAME reports using Google DocsSupplies M&E report to HRD SEPS for the accomplishment of the Activity Completion Report
CID Learning Area Supervisors	<ul style="list-style-type: none">Leads in providing technical assistance to school heads and teachers concerned

Reference: Regional Memorandum No. 312, s. 2020



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Attachment 2 to Division Memorandum no. 186, s. 2020 titled REGISTRATION TO NEAP-CALABARZON'S PROFESSIONAL DEVELOPMENT COURSES FOR TEACHERS, SCHOOL HEADS, AND SUPERVISORS





**LIST AND DETAILS OF PROFESSIONAL DEVELOPMENT COURSES FOR
TEACHERS, SCHOOL HEADS, AND SUPERVISORS FOR SY 2020-2021**

Course No.	Title	Tentative Schedule*	Target Participants	Modality
1	Development and Utilization of IDEA Lesson Exemplars (Modules 1 to 3)	TBA	Teachers School Heads Supervisors	Via Google Classroom, Live streaming through Youtube and Streamyard
2	Coping with Challenges in the New Normal	July 13-17, 2020	Teachers School Heads	Via Google Classroom, Live streaming through Youtube and Streamyard
3	Engaging Teachers in Collaborating and Solving Shared Challenges through Learning Action Cell (LAC) in Facing the New Normal	July 21-23, 2020	Teachers School Heads Supervisors	Via Google Classroom, Live streaming through Youtube and Streamyard
4	Enhancing Proficiencies of Teachers within and across Stages (MTPDP for Master Teachers and PDPPT for Proficient Teachers)	December 14-18, 2020		Via Google Classroom, Live streaming through Youtube and Streamyard

*Tentative schedule subject to changes.

Reference: Regional Memorandum No. 309, s. 2020



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