




Republic of the Philippines
 Department of Education
 CORDILLERA ADMINISTRATIVE REGION
 Wangal, La Trinidad, Benguet



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Regional Memorandum
 No. 190-2016

To: **Schools Division Superintendents**
Schools Division of Abra, Apayao, Baguio City, Benguet, and Ifugao

From: 
BEATRIZ G. TORNO, Ph D, CESO IV
 Assistant Regional Director
 Officer - In - Charge
 Office of the Regional Director

Subject: **ON-SITE TRAINING OF ASSESSORS FOR THE BASELINE DATA GATHERING FOR EARLY GRADES READING ASSESSMENT (EGRA) AND EARLY GRADES MATHEMATICS ASSESSMENT (EGMA)**

Date: **July 5, 2016**

1. Relative to ensuring that the Project LEAPS is achieving its target results for reading and math in the early grades, an On-Site Training of Assessors for the Baseline Data Gathering for Early Grades Reading and Early Grades Mathematics Assessors will be conducted on July 25-29, 2016 at a venue to be announced later.
2. The purpose of the said activity is to acquire relevant skills in the administration, and protocols on EGRA or EGMA tools and simulate EGRA and EGMA tools on-site administration.
3. Attached are the training matrix and the list of participants involved in the training.
4. Expenses to be incurred for accommodation and meals for 5 days shall be charged against HRTD funds subject to the usual accounting and auditing rules and regulations. First meal is dinner of July 25, 2016 and last meal is lunch of July 29, 2016.
5. Immediate dissemination of this memorandum is desired.

CLMD/SDO/rbb

Telephone Numbers:

Office of the Director IV	-422-1318	Budget and Finance Division	-422-5155	Cash Section	-309-3017	Record Section	-309-3015
Fax Machine	-422-4074	Elementary Education Division	-422-7096	Physical Facilities Unit/ICT	-309-3011	Payroll Services Unit	-424-3993
Office of the Director III	-309-3013	Alternative Learning System	-422-5187	Regional Planning Unit	-309-1234	Special Services Division	-424-5167
Administrative Division	-422-1804	Secondary Education Division	-309-3014	Supply Unit	-422-2198	Commission on Audit	-422-7434

Persons Involved		
Beatriz G. Torno, Ph D, CESO IV	Chairperson	1
Soraya T. Faculo	Co-chairperson	1
Sabado D. Oayet	Officer-In-Charge, CLMD	1
Central Office Personnel	National Trainers/Speakers	5
Romulo B. Basa (EPS, CLMD)	Regional Coordinator	1
Pedro B. Talingdan Jr. (EPS, Abra Division)	Field Supervisor - EGRA	1
Esther K. Lilit (Principal IV, Baguio City Division)	Field Master Trainer/Assessor - EGRA	1
Sherry Ann H. Baria (Principal I, Apayao Division)	Field Master Trainer/Assessor - EGRA	1
Lemuel B. Dickson (EPS, Abra Division)	Field Supervisor - EGMA	1
Buena Gabriel (PSDS, Apayao Division)	Field Master Trainer/Assessor - EGMA	1
CLMD	Education Program Supervisor	8
Warly E. Kindiawan	Documenter	1
Laureen B. Likigan / Fely Badival	Secretariat/ Registration	2
Abra	Participants	4
Apayao	Participants	2
Baguio	Participants	3
Benguet	Participants	4
Ifugao	Participants*	4
TOTAL		42

Regional On-Site Early Grade Reading and Math Assessors' Training

July 25-29, 2016

Venue: TBA

TRAINING MATRIX

Day 0: Monday, July 25, 2016		Day 1: Tuesday, July 26, 2016	
Arrival and Registration: 3:30 – 5:00 PM		EGMA	
Dinner: 6:00 – 7:00 PM		EGMA	
TIME	EGRA	EGMA	MATERIALS AND EQUIPMENT
8:00 – 9:00	Opening Program <ul style="list-style-type: none"> • Doxology & National Anthem • Message & Direction Setting • Introduction of Participants Training Mechanics		PowerPoint presentation Laptop, LCD projector
9:00 – 10:00	Session 1: 1.1 overview of EGRA <ul style="list-style-type: none"> • Purpose • Methodology • General Information of sub-tests 	Session 1: 1.1 Fundamental Skills in Math: What Children Need to Master to Cope with Higher Math	Video: (EGRA) Video: (EGMA) TV with HDMI cable/LCD projector per group (EGRA and EGMA) Laptop
10:00 – 10:30		HEALTH BREAK	
10:30 – 12:00	1.2 Domain of Literacy 1.3 Interventions	1.2 Fundamentals of EGMA; Theoretical underpinnings of EGMA Instrument	
12:00 – 1:00		LUNCH BREAK	
1:00 – 2:00	Session 2: 2.1 Introduction and Review of the Tools <ul style="list-style-type: none"> - Instructions & Sub-tasks 2.2 Basic Scoring Rules (Marking System) 2.3 Use of stopwatch	Session 2: 2.1 Introduction and Review of the Tools <ul style="list-style-type: none"> - Instructions & Sub-tasks 2.2 Basic Scoring Rules (Marking System) 2.3 Use of stopwatch 	EGRA and EGMA tools Stopwatch/timer, pencil

2:00 – 3:00	<ul style="list-style-type: none"> View Simulation of EGMA Administration (video) Discussion on Observation of EGMA Simulation 	<ul style="list-style-type: none"> View Simulation of EGMA Administration (video) Discussion on Observation of EGMA Simulation 	Video: EGMA-EGMA Administration TV with HDMI / LCD projector per group (EGMA and EGMA) Laptop
3:00 – 5:00	Session 3: 3.1 Introduction of Inter-Rater Reliability (IRR) Test 3.2 Practice Administrations of EGMA 3.3 View Simulations vis-à-vis IRR 3.4 Discuss IRR results 3.5 Review difficult/vague items 3.6 Identification of Potential Problems & Possible Solutions on EGMA	Session 3: 3.1 Introduction of Inter-Rater Reliability (IRR) Test 3.2 Practice Administrations of EGMA 3.3 View Simulations vis-à-vis IRR 3.4 Discuss IRR results 3.5 Review difficult/vague items 3.6 Identification of Potential Problems & Possible Solutions on EGMA	EGMA and EGMA tools Scoresheets Whiteboard, markers Meta cards
5:00 – 6:00	Session 4: Field Procedures <ul style="list-style-type: none"> Protocol Guidelines Roles and Responsibilities of Team Leaders and Assessors 	Session 4: Field Procedures <ul style="list-style-type: none"> Protocol Guidelines Roles and Responsibilities of Team Leaders and Assessors 	PowerPoint presentations Laptop, LCD projector Field Protocols and Procedure Handout Roles and Responsibilities Handout
6:00 – 7:00	DINNER		
TIME	EGMA	EGMA	MATERIALS AND EQUIPMENT
8:00 – 9:00	Assembly Travel time to nearby schools (1 school for EGMA; 1 school for EGMA)		Transportation logistics
9:00 – 12:00	Session 5: Practice test administration	Session 5: Practice test administration	EGMA and EGMA tools Scoresheets, student stimulus sheets, pencil, stopwatch, clipboard
12:00 – 12:30	Travel back to the training venue		Transportation logistics
12:30 – 1:30	LUNCH BREAK		
1:30 – 2:30	Session 6: Debriefing	Session 6: Debriefing	
2:30 – 5:00	Session 7: 7.1 Sampling Design 7.2 Random Sampling of Pupils 7.3 Simulation/Practice	Session 7: 7.1 Sampling Design 7.2 Random Sampling of Pupils 7.3 Simulation/Practice	PowerPoint presentations Laptop, LCD projector Random number pad handout Sample class records
6:00 – 7:00	DINNER		

