

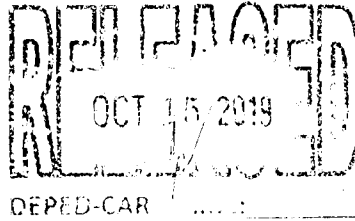


Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION

Wangal, La Trinidad, Benguet, 2601
Website: www.depedcar.gov.ph | Email: car@deped.gov.ph



October 11, 2019



REGIONAL MEMORANDUM

No. 351.2019

DEPED-CAR

PLANNING ON THE ROLL – OUT OF THE USE OF MODULES ON COACHING AND MENTORING FOR COOPERATING TEACHERS

**TO: Schools Division Superintendents
All Others Concerned
All Divisions**

- The Regional Office through the Human Resource Development Division will conduct a planning meeting on the conduct of Roll – out on the Use of Modules on Coaching and Mentoring for Cooperating Teachers on November 8, 2019 at the NEAPR – MC I, DepEd – CAR compound, Wangal, La Trinidad, Benguet.
- The main objective of this activity is to plan the activities/topics and schedule of each Schools Division Office on the conduct of roll – out.
- Participants to this activity are highly expected from the following:

| Participants | Participant/SDO | Total No. of Participants |
|---|-------------------------|---------------------------|
| A. SGOD Education Program Supervisor | 1 | 8 |
| B. Personnel who Attended the National Roll - out | Schools Division Office | 8 |
| 1. Mischelle G. Bugtong | Abra | |
| 2. Lala Vanessa L. Albano | Apayao | |
| 3. Leticia A. Hidalgo | Baguio City | |
| 4. Joel T. Castañeda | Benguet | |
| 5. Jefferson B. Degay | Kalinga | |
| 6. Claribel B. Habbiling | Ifugao | |
| 7. Abegail W. Tumapang | Mt. Province | |
| 8. Violeta R. Corong | Tabuk City | |
| C. HRDD Personnel | | 3 |
| TOTAL | | 19 |



- Attached is the activity matrix for your guidance.
- Travel expenses of participants shall be charged against their respective local funds while meals (Breakfast, Am Snack, and Lunch on November 8, 2019), board and lodging for one night shall be charged against HRTD funds subject to usual accounting and auditing rules and regulations.

HRDD/cfm/dot

Contact Numbers (Area Code: 074):

| | | | | | | | |
|---------------------------------|----------|-------------------------|----------|------------------|----------|--------|----------|
| Office of the Regional Director | 422-1318 | Administrative Division | 422-1804 | CLMD | 422-7096 | HRDD | 422-9590 |
| Fax | 422-4074 | Cash Section | 423-2215 | LRMDS | 422-0615 | NEAP-R | 422-5500 |
| Office of the ARD | 422-9590 | Payroll Section | 424-3993 | ESSD | 423-2218 | PPRD | 422-9590 |
| ICT Unit | 422-1318 | Records Section | 423-2213 | Finance Division | 422-5155 | QuAD | 422-5187 |
| Public Affairs Unit | 422-1318 | Supply Section | 422-2198 | FTAD | 424-5187 | COA | 422-7434 |
| Legal Unit | 423-2214 | General Services Unit | 422-1804 | | | | |

6. Immediate dissemination of and strict compliance to this Memorandum is directed.


MAY B. ECLAR, Ph.D., CESO V
Regional Director 

PLANNING ON THE CONDUCT OF ROLL – OUT OF MODULES ON COACHING AND MENTORING FOR COOPERATING TEACHERS (PHASE I)

Terminal Objectives: After the planning, all the participants are expected to plan, share collaborative and concerted efforts towards the conduct and achievement of the goals of the roll – out.

November 8, 2019

| Time | Session Title | Session Objective/s | Methodology | Expected Output | Facilitator | Remarks |
|------------------------|---|--|--------------------|---|--------------------|----------------|
| Preliminary Activities | | | | | | |
| 8:30 – 9:00 | | | | | | |
| 9:01 – 10:00 | Statement of Purpose and Overview on the Modules on Coaching and Mentoring for Cooperating Teachers | To orient participants on the purpose and modules on Coaching and Mentoring for Cooperating Teachers | Discussion | Participants were aware/informed on the Modules | Denia O. Tarnate | |
| 10:01 – 11:00 | Matrix: The Heart of a Program | To finalize the matrix for the roll – out | Group discussion | Unified matrix | Denia O. Tarnate | |
| 11:01 – 12:00 | Action Plan: a way to successful program implementation and Ways Forward | For each SDO to make an action plan for their division roll - out | Group discussion | Action Plan per SDO | Denia O. Tarnate | |
| 12:01 – 1:00 | Lunch Break | | | | | |