



Republic of the Philippines  
Department of Education

NO. 022-3205  
DATE: 11 NOV 2022

QUALITY SECTION

## AUTHORITY TO TRAVEL


CONTROL NO.

1312

**REGION: 7**  
**BUREAU/DIVISION/SCHOOL: NEGROS ORIENTAL**

<b>Date of Filing</b>	September 14, 2022
<b>NAME &amp; Designation</b>	<b>Ms. Katherine Y. Sedillo</b> , EPS, SDO (Trainer) <b>Ms. Ma. Melba Real</b> -P2, Bacong District <b>Ms. Glenda Cadelina</b> -P2, Mabinay 3 District <b>Ms. Emelyn Bolongaita</b> , PSDS, Tayasan 1
<b>Permanent Station</b>	SDO Negros Oriental
<b>Purpose of Travel</b>	To attend the Regional Training on Early Grade Literacy and Numeracy Strategies, and Accommodation of Kids with Learning Delays (Attached is Regional Memorandum # 0932, s. 2022)
<b>Activity Organized/ Sponsored by</b>	DepEd Region VII
<b>Period Covered</b> (Inclusive of Travel Time)	November 21-25, 2022
<b>Please Check</b>	<input checked="" type="checkbox"/> Official Business <input type="checkbox"/> Official Time
<b>Venue/Destination</b>	Plaza maria Luisa Suites Inn, Dumaguete City
<b>Expenses Covered</b>	Board & lodging, food and other incidental expenses incurred relative to the conduct of the activity, shall be charged against OSEC 7-22-3790, while travelling expenses of the participants shall be charged against regional/division/school MOOE/local funds, all subject to the usual government accounting & auditing rules & regulations.
<b>Fund Source</b> (Pap Code/...)	OSEC-7-22-3790 SPED Funds /local funds or <b>other sources</b>

**Recommending Approval:**

  
**NILITA L. RAGAY EdD**  
Chief, CID

Date: \_\_\_\_\_

**Approved:**

  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent

Date:  \_\_\_\_\_



Republic of the Philippines  
**Department of Education**  
REGION VII - CENTRAL VISAYAS

Office of the Regional Director

REGIONAL MEMORANDUM

No. **0932**, s. 2022

NOV 10 2022

**REGIONAL TRAINING ON EARLY GRADE LITERACY AND NUMERACY STRATEGIES,  
AND ACCOMMODATION OF KIDS WITH LEARNING DELAYS**

To: Schools Division Superintendents (SDSs)

All Others Concerned

1. In support to the Department's efforts to ensure delivery of quality inclusive education to address learning gaps, this Office, through the Curriculum and Learning Management Division, will conduct Training on Early Grade Literacy and Numeracy Strategies, and Accommodation of Kids with Learning Delays on November 21-25, 2022 at Plaza Maria Luisa Suites, Dumaguete City.
2. The activity aims to:
  - a. expand the knowledge, skills and attitudes of education leaders on varied literacy and numeracy strategies for them to make better decisions as they provide instructional supervision to all teachers in the workplace;
  - b. discuss possible accommodations, modifications and adjustments in handling early grade learners with learning delays; and
  - c. capacitate the participants in designing needs-based and doable intervention for them to effectively help the teachers in addressing the academic challenges of learners in schools.
3. Each Schools Division Office shall send four (4) participants (1 Division Kindergarten Supervisors, 1 Public Schools District Supervisor, 1 Elementary School Principal and 1 Kindergarten Coordinator), preferably division trainers or have experienced facilitating trainings, for they shall be facilitating the same training in their division. Likewise, as an initial response, LAC Sessions shall be conducted on the topics in their respective schools and districts.
4. Participants must bring with them laptop and extension cord during the training. They are required to pre-register through the link: <https://forms.gle/DwRlPVbMnrPvXSia6>.
5. Board and lodging, food and other incidental expenses incurred relative to the conduct of the activity, shall be charged against OSEC 7-22-3790, while travelling expenses of the participants shall be charged against regional/division/school



Address: Doña M. Gaisano St., Sudlon, Lahug, Cebu City

Telephone Nos.: (032) 231-1433; (032) 414-7399

Email Address: region7@deped.gov.ph

MOOE/local funds, all subject to the usual government accounting and auditing rules and regulations.

6. Immediate dissemination of, and compliance with this Memorandum are directed.



**SALUSTIANO T. JIMENEZ EdD, JD, CESO V**  
Director IV  
Regional Director

STJ/CAE/CLMD/MJCD/GGE

Enclosure No. 1 - Training Matrix

REGIONAL TRAINING ON EARLY GRADE LITERACY AND NUMERACY STRATEGIES, AND ACCOMMODATION OF KIDS WITH LEARNING DELAYS  
Plaza Maria Luisa Suites, Dumaguete City  
November 21-25, 2022

TRAINING MATRIX

Time	DAY 0 (Nov. 21)	DAY 1 (Nov. 22)	DAY 2(Nov. 23)	DAY 3 (Nov. 24)	DAY 4 (Nov. 25)
		<b>MORNING PRELIMINARIES</b>			
8:00-10:00	TRAVEL TIME	<b>Topic # 2</b> <b>14 Domains of Literacy</b> F1: Kaherine Sedillo ✓ F2: Sisinia Vasquez	<b>Topic # 6</b> <b>Developing Literacy Skills</b> F1: Sisinia Vasquez F2: K Sedillo	<b>Topic # 10</b> <b>Teaching Early Numeracy Skills for Learners with Difficulty in Performing Adaptive Skills</b> F1: Evelyn Codilla F2: Carmela Restificar	TRAINERS DEBRIEFING
10:00-12:00		<b>Topic # 3</b> <b>Integrated Language Learning in Early Childhood</b> F1: Araceli Laude F2: Anna Liza Mapula	<b>Topic # 7</b> <b>Learning Action Cell</b> F1: Gilda G Bancog	<b>Topic # 11</b> <b>Critical Thinking and Assessment Activities</b> F1: Gilda Bancog	
12:00-1:00		<b>LUNCH</b>			
1:00-2:00	Arrival and Registration	<b>Topic # 4</b> <b>Balancing Content and Attitude Goals in the Classroom</b> F1: Anna Liza Mapula F2: Araceli Laude	<b>Topic # 8</b> <b>Developing Early Numeracy Skills of Learners with Concentration Difficulty</b> F1: Roselene Tabilon F2: Imelda Naveo	Open Forum	HOME SWEET HOME
2:00-3:00	Opening Program			Closing Program	
3:00-5:00	<b>Topic # 1</b> <b>The Kindergarten Blocks of Time</b> F1: Carmela Restificar F2: Evelyn Codilla	<b>Topic # 5</b> <b>Fundamentals of Early Literacy and Learning Math Skills Through Abacus</b> F1: Sweet Opalyne Sa-a F2: Gilda G Bancog	<b>Topic # 9</b> <b>Developing Early Numeracy Skills of Learners with Concentration Difficulty</b> F1: Imelada Naveo F2: Roselene Tabilon	TRAINERS DEBRIEFING	
PROCESS OBSERVER	DR. FELIPA MANTOS	MRS. TEOTIMA PANINGSORO	MRS. JOSEBEL LASCONIA	DR. CARMELA GELOGO	

Note: (November 21, 2022- PM Snacks-First Meal to be Served to the participants)  
(November 24, 2022- PM Snacks- Last meal to be served to the participants)

Enclosure No. 2 - Management Team

**TRAINING MANAGEMENT TEAM**

Regional Director - Dr. Salustiano T. Jimenez  
Asst. Regional Director - Dr. Cristito A. Eco  
CLMD Chief - Dr. Maria Jesusa Despojo  
Training Manager - Dr. Gilda G. Bancog

**A. LIST OF TRAINERS AND QUALITY ASSURANCE TEAM**

	<b>NAME</b>	<b>DIVISION</b>
1.	Ara Celi Laude	Danao City Division
2.	Anna Liza Mapula	City of Naga Division
3.	Sisinia Vasquez	Talisay City Division
4.	Evelyn Codilla	Bohol Province Division
5.	Imelda Naveo	Lapulapu City Division
6.	Sweet Opalyne Sa-a	Cebu City Division
7.	Katherine Sedillo	Negros Oriental Division
8.	Roselene Tabilon	Bayawan City
9.	Carmela Restificar	Bohol Province
10.	Gilda G Bancog	RO7

**B. TECHNICAL WORKING GROUP**

	<b>NAME</b>	<b>DIVISION</b>	<b>NAME</b>	<b>DIVISION</b>
1.	Eliseo Leones	Cebu Province	6. Felipa Mantos	City of Bogo
2.	Joan T Terania	Bayawan City	7. Josebel Lasconia	Guihulngan City
3.	Joan B Bacunawa	Bayawan City	8. Teotima Paningsoro	Carcar City
4.	Glenda Cadelina	Negros Oriental	9. Cristina Domocol	Bais City
5.	Carmela Gelogo	Canlaon City	10. Wendisprinda Silva	Tanjay City

Note: *(November 21, 2022- Lunch-First Meal to be Served to the training team)*  
*(November 25, 2022- AM Snacks- Last meal to be served to the training team)*