



Republic of the Philippines  
**Department of Education**  
Region XII  
Schools Division Office of Tacurong City

October 4, 2024

DIVISION MEMORANDUM  
CID No. **119** . s. 2024

**PRE-PLANNING CONFERENCE OF RESOURCE PERSONS AND PMT FOR  
THE DIVISION TRAINING OF GRADE 4-6 TEACHERS IN MATHEMATICS**

To: OIC- Asst. Schools Division Superintendent  
CID and SGOD Chiefs  
Education Program Supervisors  
Cluster Heads  
Elementary and Secondary School Administrators  
Public Schools

1. In preparation for the upcoming Division Training of Grade 4-6 Mathematics Teachers, a Planning Conference will be conducted on **October 21, 2024 @ 3:00 o'clock in the afternoon at SDO Conference Hall** to ensure that all necessary preparations, materials, and logistical arrangements are in place. The participation and insights as Resource Persons and Program Management Team members are crucial for the successful implementation of this training program.
2. The following are the objectives of the Planning Conference:
  - a. to finalize the training content, modules, and instructional strategies to be used in the Division Training of Grade 4-6 Math teachers.
  - b. to align the objectives of the training with current curriculum standards and teacher competency requirements.
  - c. to assign roles and responsibilities among the Resource Persons and Program Management Team.
  - d. to discuss and resolve logistical and administrative matters for the smooth conduct of the training.
  - e. to establish timelines and ensure coordination for program implementation.



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3. The attendance of the participants is highly requested, as the outcomes of this planning conference will play a vital role in the overall success of the training. Should you have any concerns or need further clarification, please feel free to contact Rona L. Bred, Education Program Supervisor for Mathematics at 09208342278.
4. Immediate and wide dissemination of this Memorandum is desired.
5. For information and compliance of all concerned.

  
**GARDO G. MOSQUEDA, CEO VI**  
Schools Division Superintendent



Enclosure: None

Reference: DM-CT-2024-248/ RM-CLMD-2024-223

Allotment:

To be indicated in the Perpetual Index under the following subjects;

**Conferences Orientation Learning Area, Mathematics**

RLB/DM/PRE-PLANNING CONFERENCE OF RPs and PMT FOR DIVISION TRAINING OF GRADE 4-6 TEACHERS IN MATHEMATICS/October 21, 2024



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Enclosure No. 1 to Division Memorandum CID No. 119, s. 2024

**LIST OF PARTICIPANTS**

No.	Name	Work Station
1	Arlene Rosa G. Arquiza, CES	CID
2	Rona L, Bred, EPS	CID
3	Ronald A. Pelitro, ASP-II	Abang-Suizo Integrated School
4	Perla Lloren	VFGrino NHS
5	Sharon R. Tagacay	VFGrino NHS
6	Floro Antonio Belano	Tacurong NHS
7	Paul C. Ruelan	Tacurong NHS
8	Renato Escobillo	Tacurong NHS
9	Alcid S. Sabdani	Jose V. Lagon ES
10	Johalibrassim M. Lu	Abang-Suizo IS
11	Roy Soberano	Amado Fernandez Sr. CES
12	Bernard F. Antolo	CID
13	Jennifer Claire A. Tayag	OSDS
14	Rex Roncesvalles	OSDS
15	Gerald Perez	CID
16	Ernie P. Pama	SGOD
17	Mohani A. Paguita	SGOD
18	Ma. Dianne Joy R. dela Fuente	SGOD
19	Janice P. Suboc	SGOD
20	Junaflor R. Sucaldito	SGOD



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Annex B.

**Activity Matrix**

*October 21, 2024*

<b>Time</b>	<b>Activity</b>
<b>October 7, 2024</b>	
3:00-3:15	Registration/Preliminaries
3:15-3:20	<b>Opening Message</b> (Arlene Rosa G. Arquiza) CES- CID
3:20 – 3:30	<b>Reminders</b> (Rona L. Bred, EPS) Program Focal
3:30 – 4:30	<b>Walkthrough of the Presentations</b> Perla Lloren, MT-II Ronald Pelitro, ASP-II/Floro Belano, T-III Paul Ruelan, T-III/ Alcid Sabdani, MT-I, Sharon Tagacay T-III, Renato Escobillo, MT-I
4:30 – 5:00	<b>Wrap-Up/ Finalization</b>



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