



# SCHOOLS DIVISION OF LIGAO CITY

Binatagan, Ligao City

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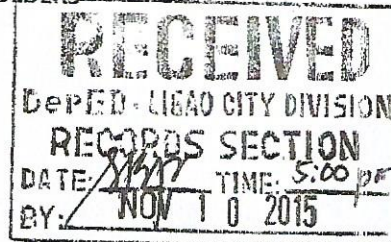
## DIVISION MEMORANDUM

No. 57, s. 2015

November 9, 2015

### 2015 TEXT2TEACH TRAINING OF TEACHERS AND ORIENTATION OF STAKEHOLDERS

To: Acting Asst. Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary School Heads



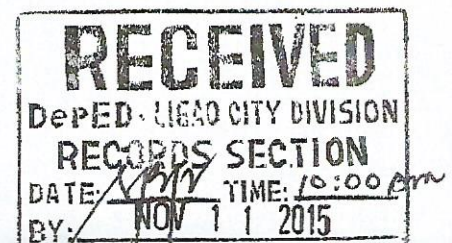
- The Ayala Foundation Inc., in partnership with the City Government of Ligao and DepEd, will conduct the Text2Teach Training of Teachers and Orientation of Stakeholders for selected public elementary schools on November 16 – 17, 2015, 7:30 – 5:00 at the SDO Training Hall, Binatagan Ligao City.
- The two-day division training aims to:
  - provide the participants a historical background of Text2Teach
  - train the teachers on the use of Microsoft Educational Delivery and Microsost Data Gathering vis-à-vis Text2Teach
  - assess the teachers' knowledge on the use of Text2Teach through simulations, hands-on exercises and demonstration teaching
  - provide a forum for the community leaders and participating schools to make Action and Sustainability Plans for effective management of Text2Teach
- Below is the required participants and allocation per school/batch/day:

BATCH	DAY 1: Nov. 16		DAY 2: Nov. 17	
	A.M. (7:30 – 12:00)	P.M. (1:00 – 5:00)	A.M. (7:30 – 12:00)	P.M. (1:00 – 5:00)
<b>2014 T2T Expansion Schools</b> (11 Schools) LWCES (B), LECS, Don Teotimo ES, Sta. Cruz ES, Abella ES, Buga ES, Batang ES Tobgon Ext), Malama ES Bagacay Ext, Pandan ES Macael Ext, LWCES (B) Greenfield Ext	One (1) ICT Coordinator per School	One (1) ICT Coordinator per School	None	None
<b>2015 T2T Expansion Schools</b> (10 Schools) Baligang ES, Amtic ES, LWCES (P), Tinairpo ES, CRPMES, Francia ES, Maonon ES, Tandarrura ES, Paulba ES and Tula-Tula (G) ES	PSDS of recipient school 1 School Head 1 ICT Coord. 1 G5 or 6 Eng Teacher 1 G5 or G6 Sci Teacher 1 G5 or G6 Math Teacher	PSDS of recipient school 1 School Head 1 ICT Coord. 1 G5 or 6 Eng Teacher 1 G5 or G6 Sci Teacher 1 G5 or G6 Math Teacher	PSDS of recipient school 1 School Head 1 ICT Coord. 1 G5 or 6 Eng Teacher 1 G5 or G6 Sci Teacher 1 G5 or G6 Math Teacher  *10 G5/G6 pupils from LWCES (B) for Demo Teaching	PSDS of recipient school 1 School Head 1 ICT Coord. 1 G5 or 6 Eng Teacher 1 G5 or G6 Sci Teacher 1 G5 or G6 Math Teacher 1 Brgy. Official 1 PTA Official

4. Travelling expenses of the participants shall be charged against local funds subject to the usual accounting rules and regulations. Meals (morning and afternoon snacks and lunch), training supplies and materials, rental of venue, certificates and other incidental expenses shall be charged against Text2Teach Funds of Ayala Foundation Inc.

- Enclosed to this Memorandum are the following:
  - Training Matrix
  - Profile of Schools (Performance Indicators)
  - Working Committees

6. For information and compliance of all concerned.





**2015 TEXT2TEACH TRAINING OF TEACHERS AND ORIENTATION OF STAKEHOLDERS**  
 November 16 – 17, 2015      SDO Training Hall, Binatagan, Ligao City

TIME/DATE	DAY 1: Nov. 16, 2015	DAY 2: Nov. 17, 2015
7:30 – 8:00	Registration	
8:00 – 8:30	Opening Ceremonies	
8:30 – 9:00	Preliminaries - Jocelyn Navera	Demonstration Teaching
9:00 – 10:00	Text2Teach Background and Content Development and Use - Ann Santiago	
10:00 – 12:00	Microsoft Education Delivery - Pete Rabago	Building a Community of Champions - Jocelyn Navera
1:00 – 3:00	Microsoft Data Gathering - Pete Rabago	Sustainability Training - Ann Santiago
3:00 – 5:00	Integrating Text2Teach in the Teaching-Learning Process - Jocelyn Navera	Closing Ceremonies
Officer-of-the-Day	Jackielou Prena	Jonal Clarino

**WORKING COMMITTEES**

Consultants:    Maria Luisa P. Samaniego, ASDS/Officer-In-Charge  
                       Tita V. Agir, CID Chief

Technical Working Committee Chairperson:

Registration and Meals:

Program, Invitation and Documentation:

Training Hall Preparation:

Recording and distribution of T2T Package:

Monitoring and Evaluation:

Jocelyn Navera

Melyn Orbase and Frederick Orbase

Jackielou Préna and Jonal Clarino

Rene Prena, Kevin and Melvin Oro

Evangeline Bobis

Joe-Bren Consuelo and Jojim Cordova

SY 2014-2015

text2teach

TEXT2TEACH MONITORING TOOL

NAME OF SCHOOL	
PRINCIPAL	
DIVISION	
CITY/MUNICIPALITY	
CONTACT NUMBER	
EMAIL ADDRESS	
T2T COORDINATOR	
T2T COOR. CONTACT NUMBER	
T2T COOR. EMAIL	

SUBJECT	GRADE	NUMBER OF SECTIONS	AVERAGE GRADE (SY 2014-2015)	
MATH	5			
SCIENCE				
ENGLISH				
VALUES EDUCATION				
MATH	6			
SCIENCE				
ENGLISH				
VALUES EDUCATION				
Absenteeism Rate SY 2014-2015			Grade 5:	Grade 6:
Drop out Rate SY 2014-2015			Grade 5:	Grade 6:
Promotion Rate SY 2014-2015			Grade 5:	Grade 6:

School MPS in NAT School Year (current) SY 2014-2015

MATH	ENGLISH	SCIENCE	FILIPINO	HEKASI	SCHOOL'S OVERALL MPS RATING

Please email this form to [t2tdatagathering@gmail.com](mailto:t2tdatagathering@gmail.com) or via fax (02) 752 1264