



Republic of the Philippines
Department of Education
Region II – Cagayan Valley
SCHOOLS DIVISION OF NUEVA VIZCAYA

07 August 2024

DIVISION MEMORANDUM

No. 309, s 2024

**UPSKILLING OF SCHOOL HEADS AND TEACHERS, SUPPORT TO SCHOOL
READING AND NUMERACY**

- TO: Assistant Schools Division Superintendent
Curriculum Implementation Division Chief
School Governance and Operations Division Chief
Education Program Supervisors
Public Schools District Supervisors/Districts-in-Charge
School Heads of Elementary Schools
Key Stage 1 Teachers
1. The Schools Division Office of Nueva Vizcaya shall conduct a through the Curriculum Implementation Division shall conduct the Upskilling of School Heads and Teachers, Support to School Reading and Numeracy on September 12-14, 2024 at the SDO Conference Hall.
 2. The objectives of the training are:
 - a. Have a clear understanding of the National Reading Program, Science of Reading and its Various Components.
 - b. Apply conceptual understanding of Mathematics content using Key Instructional Strategies (KIS).
 - c. Display understanding of the National Reading Program and the National Mathematics Program and their components.
 3. There shall be 69 participants in this learning and development wherein each district will have three representatives composing of two (2) new Key Stage 1 teachers and one (1) new school head.
 4. Meals and snacks of participants, resource persons and TWG shall be charged to the allocated HRTD fund downloaded to the SDO while their travel expenses shall be charged to their local school fund subject to the usual accounting and auditing rules and regulations.
 5. The division staff orientation workshop (DSOW) shall be conducted on August 16, 2024 at the SDO Learning Resource Center to plan the conduct of this professional development. Hereto attached is the list of participants to the DSOW.




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6. All teacher participants will be given service credit and the school heads compensatory time off (CTO) for one day in lieu of their attendance to this training on September 14, 2024, which falls on a Saturday.
7. Immediate dissemination of and compliance with this Memorandum are desired.


ORLANDO E. MANUEL PhD, CESO V
Schools Division Superintendent



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