



June 25, 2019

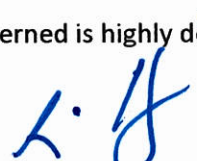


REGIONAL MEMORANDUM
No. 307, s. 2019

**3-DAY SEMINAR WORKSHOP ON STRATEGIC PLANNING CUM COMPUTATION OF MASTER TEACHER
AND HEAD TEACHER REQUIREMENTS**

TO: SCHOOLS DIVISION SUPERINTENDENTS
This Region

1. The regional office through the office of the Policy, Planning and Research Division (PPRD) will conduct *Seminar Workshop on Strategic Planning cum Computation of Master Teacher and Head Teacher Requirements* on July 22-24, 2019 at RNEAP, Department of Education Regional Office, Butuan City.
2. The aims of the activity are:
 - a. To capacitate SDO participants on the different tools and techniques to be utilized in the crafting of Division Education Development Plan (DEDP); and
 - b. To guide planning officers on how to compute Master Teacher and Head Teacher requirements
3. Participants of the activity are the Division Planning Team chaired by the Schools Assistant Division Superintendent (ASDS).
4. Participants are expected to bring laptop, data of the Key performance Indicators (KPIs) from School Year 2014- 2015 to School Year 2018-2019 and data of the results of the National Achievement Test (NAT).
5. For the computation of MT and HT requirements, planning officers are expected to bring;
 - a. Actual existing number of MT and HT by district and by school; and
 - b. Enrolment and number of teachers by district and by school.
6. Training matrix is in the attached enclosure for reference.
7. Immediate and wide dissemination of this Memorandum to all concerned is highly desired.


FRANCIS CESAR B. BRINGAS, CESO V
OIC – Regional Director

PPRD/clg
06/24/2019

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TRAINING MATRIX

Time	July 22,2019	July 23, 2019	July 24, 2019
MORNING			
7:00 - 8:00	-Registration	-Management of Learning (MOL)	- Management of Learning (MOL)
8:10 - 9:30	-Opening Program	Continuation : Strategic Concerns	Continuation: Analysis of Target Group -Forecasting <i>Dr. Caroline L. Guerta</i>
9:30 - 11:00	-Presentation of RBEP by: <i>Dr. Caroline L. Guerta</i>	-Segmentation Technique by: <i>Dr. Juliet Virtudazo</i>	-Targetting
11:00 - 12:00	I. Session 1: Organizing Data and Information -Dashboard	Workshop Proper	<i>Ms. Fe L. Alegado</i>
	LUNCH	LUNCH	LUNCH
AFTERNOON			
1:00 – 2:00	-KPI Framework by: <i>Dr. Juliet Virtudazo</i>	-Rapid Appraisal Technique by: <i>Dr. Juliet Virtudazo</i>	-Strategic Plan Outline -Re-entry Plan <i>Dr. Caroline L. Guerta</i>
2:00 – 3:00	Workshop Proper	Session 3: Analysis of Target Group	II. Orientation Workshop -MT and HT requirements computation By:
3:00 – 4:00	Session 2: Strategic Concerns -Pareto analysis by: <i>Dr. Caroline L. Guerta</i>	-SWOT Analysis by Segment <i>Ms. Fe L. Alegado</i>	<i>Ms. Margarita Delima</i>

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