



December 2, 2019



**REGIONAL MEMORANDUM**

No. 806, s. 2019

**ENHANCEMENT TRAINING FOR SCHOOL LEADERS ON CLASSROOM OBSERVATION**

**TO: SCHOOLS DIVISION SUPERINTENDENTS**

This Region

1. There shall be an Enhancement Training for School Leaders on Classroom Observation to be conducted on December 17, 2019 (venue shall be announced later).
2. The general objective of this activity is enhance the classroom observation skills of our education school leaders using the RPMS-PPST Classroom Observation Tool.
3. Specifically, this activity aims to:
  - 3.1 Explain the processes and protocols of classroom observation;
  - 3.2 Review the contents of the RPMS-PPST classroom observation tools; and
  - 3.3 Demonstrate understanding on the significance of notetaking skill in conduction classroom observation
4. The participants to this activity are: 1) Principal/School Head; 2) Asst. Principal; 3) Head Teacher; and 4) Master Teacher. Names of participants shall be submitted to [hrdddepd13@gmail.com](mailto:hrdddepd13@gmail.com) not later than December 9, 2019. Slots per division are as follow:

Division	Principal/School Head	Asst. Principal	Head Teacher	Master Teacher	Total
1. AgNorte					6
2. AgSur					7
3. Bayugan					6
4. Bislig					6
5. Butuan					6
6. Cabadbaran					6
7. Dinagat					6
8. Siargao					6
9. Surigao City					6
10. SurNorte					7
11. SurSur					7
12. Tandag					6
				Total	75

5. This is a one-day activity and participants shall be provided with free BREAKFAST, LUNCH, DINNER, MORNING & AFTERNOON SNACKS charged to downloaded funds OSEC-13-19-3480.

HRDD3/vcn  
 12/2/2019



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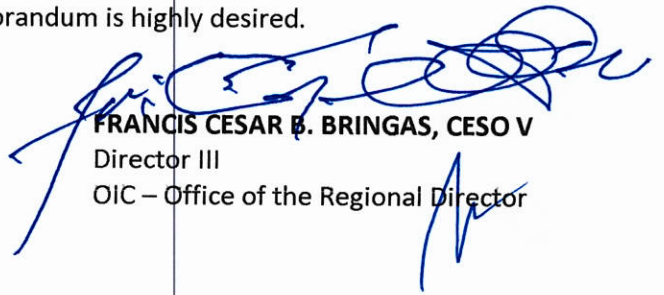


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5. This is a one-day activity and participants shall be provided with free BREAKFAST, LUNCH, DINNER, MORNING & AFTERNOON SNACKS charged to downloaded funds OSEC-13-19-3480.
6. Transportation, per diem and other incidental expenses of the participants shall be charged against their local/HRD funds subject to the usual accounting and auditing rules.
7. Immediate and wide dissemination of this memorandum is highly desired.



**FRANCIS CESAR B. BRINGAS, CESO V**  
Director III  
OIC – Office of the Regional Director