



**Tanggapan ng Kalihim  
Office of the Secretary**

OCT 14 2004

DepED MEMORANDUM

No. **424**, s. 2004

**7<sup>th</sup> NATIONAL BIENNIAL CONVENTION AND NATIONAL SEMINAR-WORKSHOP  
ON READING INSTRUCTION**

To: Bureau Directors  
Regional Directors  
School Division/City Superintendents

1. The Regional Language Centre Alumni Association of the Philippines (RELCAAP) in cooperation with the Department of Education (DepED), Bureau of Secondary Education (BSE) and Bureau of Alternative Learning Systems (BALS) formerly BNFE, announces the holding of the 7<sup>th</sup> National Biennial Convention and National Seminar-Workshop on Reading Instruction at the Grand Regal Hotel, Davao City on December 2 - 4, 2004. The theme of the convention is "*Reading Instruction and Assessment Across Levels*".

2. The objectives of the convention are to:

- a. deepen the national and RELCAAP's commitment to improve the teaching of reading;
- b. share research and reading programs and literacy projects in the different regions and RELCAAP chapters;
- c. review the recent approaches in teaching reading across levels;
- d. examine current practices in reading assessment in the classroom;
- e. examine critically the types of rubrics for the assessment procedures in reading;
- f. demonstrate different strategies in simplifying reading materials; and
- g. conduct workshops on the preparation of reading tests and other forms of assessment.

3. The participants are invited to submit abstract of the research made/write-up related to the theme of the convention.

4. The participants to this convention are English and Filipino supervisors/coordinators from the DepED central, regional, division and district offices, Non-Formal regional, division, and district supervisors, BALS Mobile teachers, alumni of SEAMEO Regional Language Centre (RELC) in Singapore, Officers of RELCAAP (national and chapter organizations), English and Filipino professors from public and private schools, school administrators, Filipino and English textbook developers/writers, Filipino and English department heads, and all other interested parties representing the Philippine Association of Language Teachers (PALT), Reading Association of the Philippines (RAP), International Reading Association (IRA), Summer Institute of Linguistics (SIL), and British Council.

5. Members of the working committees shall be considered paying participants. They are authorized to travel two days ahead of the schedule to prepare for the national convention.

6. The above mentioned participants shall attend the convention on official business. A registration fee of Four Thousand Five Hundred Pesos (P 4, 500.00) shall be charged each participant to cover expenses for board and lodging, speakers, handouts, and other miscellaneous expenses. The participants are expected to check-in on December 1, 2004 at 12:00 noon. Travel Expenses and registration fee shall be charged against local funds, school board funds, association/ organization funds and other sources of funds subject to the usual accounting and auditing rules and regulations. The participants from private institutions may make arrangements with their respective administrators.

7. The participants are requested to pre-register. Registration forms are available at the Special Events Unit (SEU), DepED Central Office, Meralco Ave., Pasig City. The RELCAAP Regional Chapter Treasurer is authorized to accept payment of the convention fee and to correspondingly issue an official receipt.

8. For more details, please call Ms. Luzviminda F. Dela Rosa and Ms. Cecilia R. Mendiola, SEU tel. nos. (02) 637-5832, (02) 637-5834, and (02) 632-1361 local 2074. Enclosed is the Schedule of Activities.

9. Immediate and wide dissemination of this memorandum is desired.

  
FLORENCIO B. ABAD  
Secretary

Encl.:  
As stated

Reference:  
None

Allotment: 1—(D.O> 50-97)

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

CONVENTIONS  
SEMINARS  
SOCIETY or ASSOCIATIONS

Made:l:c:relcaap  
10-7-04

(Enclosure to DepED Memorandum No. 424, s. 2004)

**7th RELCAAP National Biennial Convention and National Seminar-  
Workshop  
December 2-4, 2004  
Grand Regal Hotel, Davao City**

**Schedule of Activities**

December 1, 2004 (Day 0)

2:00 p.m. - Check-in  
Registration

December 2, 2004 (Day 1)

8:00 – 9:00 - Opening Ceremony

9:00 – 10:00 - Teaching Reading Across Levels

10:00 – 10:30 - Break

10:30 – 12:00 - The Role of Reading/Literacy in Nonformal Education  
Programs

12:00 – 1:00 - Lunch

1:00 – 3:00 - Review of the Recent Approaches in Teaching Reading  
across Levels

3:00 – 5:00 - Sharing of Research and Reading Programs/ Literacy  
Projects

**December 3, 2004 (Day 2)**

- 8:00 – 10:00 - Simplifying Reading Materials
- 10:00 – 12:00 - Current practices in Testing Reading
- 12:00 – 1:00 - Lunch
- 1:00 – 3:00 - Types of Rubrics in Reading Assessment in the Classroom
- 3:00 – 5:00 - English/Filipino Workshops on the Preparation of Reading Tests and other Forms of Assessment

**December 4, 2004 (Day 3)**

- 8:00 – 10:30 - Presentation of Workshop Output
- 10:30 – 11:00 - Break
- 11:00 – 12:00 - Clearing House  
Wrap-up  
Closing Ceremony
- 12:00 noon - Check -out  
Home Sweet Home