



Tanggapan ng Kalihim
Office of the Secretary

APR 06 2005

DepED MEMORANDUM
No. 108, s. 2005

TRAINING-WORKSHOP ON PRODUCTIVE LEARNING THROUGH EFFECTIVE
TIME-ON-TASK MANAGEMENT

To: Regional Directors
Schools Division/City Superintendents
Heads, Public and Private Secondary Schools

1. In response to the need to continuously upgrade the teaching competencies of public and private secondary school teachers, the Department of Education (DepED) through the Bureau of Secondary Education (BSE) shall conduct a 3-cluster Training-Workshop on Productive Learning Through Time-on-Task Management.

2. The schedules of the training are as follows:

Cluster	Regions	Venue	Dates
I (Luzon)	I, II, III, IV- CALABARZON, IV- MIMAROPA, V, NCR, CAR, and SEDIP Divisions	Teachers Camp Baguio City	April 18-22, 2005
II (Visayas)	VI, VII, VIII and SEDIP Divisions	Iloilo Grand Hotel Iloilo City	April 25-29, 2005
III (Mindanao)	IX, X, XI, XII, CARAGA, ARMM and SEDIP Divisions	Apo View Hotel Davao City	May 2-6, 2005

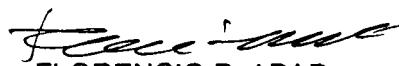
3. The training workshop aims to enhance/upgrade the competencies of secondary school teachers in three key areas of classroom management: (a) managing the learning environment; (b) managing relationships in the classroom; and (c) managing resources for productive learning. The enhancement of teacher competency in these three areas will contribute to the effective management of time for productive teaching and learning.

4. Participants to the training-workshop are the Regional trainers from both public and private sub-sectors and Division INSET trainers (DIT) and SEDIP. There shall be twenty-two (22) Regional trainers from non-SEDIP regions for the eight learning areas, as follows: English (2); Filipino (2); Mathematics (2); Science (4); Araling Panlipunan (2); Values Education (2); TLE (4); and MAPEH (4). The private high schools from the Divisions are requested to coordinate with the Regional Office (Attention: SED Chief).

5. A registration fee of Four Thousand Five Hundred Pesos (PhP4,500.00) for Cluster I and Five Thousand Pesos (PhP5,000.00) for Clusters II and III, including the traveling expenses of participants shall be charged against local funds. Expenses of SEDIP participants shall be charged against SEDIP-INSET funds, whereas travelling expenses of the training staff and other incidental expenses shall be charged against BSE funds, subject to the usual accounting and auditing rules and regulations.

6. For confirmation of attendance and further information, please contact Mr. Owen M. Milambiling, SDD-BSE at telefax no. (02) 632-75-86, or Ms. Rita Dalisay, SEDIP at telefax no. (02) 633-78-27. Enclosed is the Confirmation Form which should be submitted to BSE, DepED Central Office, Meralco Avenue, Pasig City one (1) week before the training.

7. Immediate 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:

SECONDARY EDUCATION
TEACHERS
TRAINING PROGRAMS
WORKSHOPS

Madel:c:time on task
3-14-05

