



Republic of the Philippines  
Department of Education  
Region VI-Western Visayas  
**SCHOOLS DIVISION OFFICE OF KABANKALAN CITY**  
City of Kabankalan

**DIVISION MEMORANDUM**

No. 124, s. 2018

**TO :** Chiefs of CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
School Heads with Multigrade Schools

**FROM :** *Imedillo*  
**MA. LORLINIE M. ORTILLO, CESO VI**  
Schools Division Superintendent *jm*

**SUBJECT :** Orientation Training-Workshop of Teachers on the Effective Utilization of Multigrade-Daily Lesson Plans [MG-DLP] and Integrated Multigrade Lesson Plan [IMG-LP]

**DATE :** **July 9, 2018**

- Pursuant to Republic Act 9155 or the Governance of Basic Education Act of 2001 in which, the education governance and decision-making are decentralized, thereby allowing education leaders and managers to deliver demand-driven services on the ground including multigrade schools, the Schools Division Office of Kabankalan City will conduct a **2-day Orientation Training-Workshop of Teachers on the Effective Utilization of Multigrade-Daily Lesson Plans [MG-DLP] and Integrated Multigrade Lesson Plan [IMG-LP]** at **Zaycoland Resort and Hotel, Kabankalan City on July 19-20, 2018.**
- This activity aims to:
  - Orient Multigrade Teachers on the effective utilization of the MG-DLPs and IMG-LPs
  - Learn and understand the roles of MG Teachers in achieving the VMV of the Department of Education
  - Reproduce and distribute copies of the MG-DLPs and IMG-LPs to MG Teachers in the SDO of Kabankalan City
- The participants to this training-workshop are Multigrade Teachers to wit:

| DISTRICT      | SCHOOL                        | NAME OF TEACHER       | GRADE LEVEL |
|---------------|-------------------------------|-----------------------|-------------|
| Kabankalan IV | Banman PS                     | Eva C. Gavadal        | 1 & 2       |
|               | Sagumayon PS                  | Cherry A. Labrador    | 1 & 2       |
|               |                               | Ma. Roda S. Torabilla | 3 & 4       |
| Kabankalan V  | Carol-an ES-Hulugon Extension | Mary Jane M. Medez    | 1 & 2       |
|               |                               | Manny C. Garpen       | 3 & 4       |
|               | <b>TOTAL</b>                  | 5 teachers            |             |

- The food, board and lodging and reproduction of MG-DLP and IMG-LPs of the participants shall be charged against the **2017 Financial Support for Multigrade Schools** while the travel expenses of the participants shall be charged against **local funds/ School MOOE** subject to usual accounting and auditing rules and regulations.
- Arrival of the participants will be in the morning of July 19, 2018. The first meal to be served is AM snacks of Day 1<sup>st</sup> while the last meal will be PM snacks on July 20, 2018. The participants are expected to be at the venue on day 1<sup>st</sup>.
- For more details/queries, you may coordinate with **Mr. Junry M. Esparar, EPS-Filipino** through Tel. No. 4710-192 or you may email your concerns to [jmesparar80@yahoo.com](mailto:jmesparar80@yahoo.com).
- Immediate dissemination and compliance of this Memorandum is highly desired.

# Training Matrix

## 2-day Orientation Training-Workshop of Teachers on the Effective Utilization of Multigrade-Daily Lesson Plans [MG-DLP] and Integrated Multigrade Lesson Plan [IMG-LP]

*Zaycoland Resort and Hotel, Kabankalan City on  
July 19-20, 2018.*

| Day                                  | Time         | Topic   |
|--------------------------------------|--------------|---|
| <b>Day 1</b><br><i>July 19, 2018</i> | 7:30-8:00    | REGISTRATION  |
|                                      | 8:00-8:30    | OPENING PROGRAM                                       |
|                                      | 8:30-10:00   | Multigrade Program in the Philippine Education [MPPE] |
|                                      | 10:00-10:30  | <b>Healthy Break</b>                                  |
|                                      | 10:30-12:00  | Orientation of DLP and LP in English and Filipino     |
|                                      | 12:00-1:00   | <b>LUNCH BREAK</b>                                    |
|                                      | 1:00-3:00    | Orientation of DLP and LP in Mathematics and Science  |
|                                      | 3:00-3:30    | <b>Healthy Break</b>                                  |
|                                      | 3:30-5:00    | Orientation of DLP and LP in Mother Tongue            |
|                                      | 5:00-6:00    | Wrapping Up   |
| <b>Day 2</b><br><i>July 20, 2018</i> | 7:30-8:00    | <b>Unfreezing Activities</b>                          |
|                                      | 8:00-10:00   | Preparation of Class Program for MG Classes           |
|                                      | 10:00-10:30  | Healthy Break   |
|                                      | 10:30-12:00  | Presentation of Class Program for MG Classes          |
|                                      | 12:00-1:00   | <b>LUNCH BREAK</b>                                    |
|                                      | 1:00-3:00    | Preparation of Support Instructional Materials        |
|                                      | 3:00-3:30    | <b>Healthy Break</b>                                  |
|                                      | 3:30-4:30    | Presentation of Outputs                               |
|                                      | 4:30-5:00    | <b>CLOSING PROGRAM</b>                                |
|                                      | 5:00-Onwards | Home-Sweet-Home                                       |