



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division
Superintendent**

20 Sept 2023

DIVISION MEMORANDUM
CID No. **117**, s. 2023

**UPSKILLING AND RESKILLING OF KINDERGARTEN TEACHERS ON UNDERSTANDING
KINDERGARTEN TEACHING AND LEARNING (UKTL)**

To: Public Schools District Supervisors/ Principals In-Charge
Public Elementary School Principals
Kindergarten Teachers
All Others Concerned

1. In reference to DO no. 47, s. 2016 titled Omnibus Policy of Kindergarten on the provision of Continuous Professional Development Training of Kindergarten Teachers, Schools Division of South Cotabato through the Curriculum Implementation Division will be conducting an upskilling and reskilling of all kindergarten teachers on Understanding Kindergarten Teaching and Learning (UKTL) on the following dates and venues:

Municipality	No. of Kindergarten Teachers	Date of Training	Venue
Banga	46	October 7-8, 2023	Surallah Central Elem School
Lake Sebu	62		
Norala	28		
Sto. Niño	18		
Surallah	43		
Tboli	50 and teachers from District 3		
Polomolok	79	October 14-15, 2023	Tupi Central Elem School
Tampakan	41		
Tantangan	25		
Tupi	25		

2. Participants are advised to bring a copy of the Minimum Essential Learning Competencies (MELCs) and Kindergarten Teachers Guide.

OSC-OSDS-DIO-DM-v3.0r0.0, effective 04/06/2020



Address: Alunan Avenue, City of Koronadal, South Cotabato 9506
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3. Anent this, there will be a planning conference of the following identified Trainers in preparation of the said activity at Division Conference Hall on September 23, 2023, 8:00 am-5:00 pm and are advised to bring laptop:

Name	School	District
Mercy Jane L. Dignadice	Juan Bayan ES	Polomolok 5
Cecille N. Solidarios	Norala CES	Norala 1
Jogie Marie G. Barrios	Cariaga Mercado ES	Tampakan 3
Beverly M. Valenzuela	Viray Lising IS	Polomolok
Marilou B. Mallari	Norala CES	Norala 1
Arlyn G. Bayoneta	Surallah CES	Surallah 3
Lyn B. Bonifacio	Surallah CES	Surallah 3
Glennie L. Domingo	Surallah CES	Surallah 3
Cecelia C. Belloga	Surallah CES	Surallah 3
Mary Ann C. Lopez	Surallah CES	Surallah 3
Ma. Sorayda S. Parreño	El Nonok IS	Banga 2
Mary Ann B. Estrada	Tupi CES	Tupi 1
Madina Amestoso	Tupi CES	Tupi 1
Ruby Manlabao	Tupi CES	Tupi 1
Agnes Basco	Tupi CES	Tupi 1

4. For services rendered on Holidays, Saturday and Sunday, teachers involved are entitled to Compensatory Time-Off (CTO) or Service Credits in accordance with Civil Service and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered or DO 53, s. 2003 on Updated Guidelines on Grant of Vacation Service Credits to Teachers.

5. Food, Transportation, and other incidental expenses of personnel involve are chargeable to school MOOE and other local funds subject to the usual accounting and auditing rules.

6. For more information and inquiry, personnel concerned may contact MILROSE P. CASERES at mobile number 09293682578.

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7. Immediate dissemination of this memorandum is desired.


LEONARDO M. BALALA. CESE
Schools Division Superintendent

MPC/DM- upskilling and reskilling of kindergarten teachers on understanding kindergarten teaching and learning (UKTL)
0000/September 20, 2023

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 TEACHING AND LEARNING (UKTL)**

Upper Valley-Surallah CES – October 7-8, 2023
Lower Valley-Tupi CES – October 14-15, 2023

ACTIVITY MATRIX

Date	Time	Minutes	Topics/Activities	Persons Responsible/Facilitators
Day 1, October 7- 8, 2023 (Batch 1)	7:00 – 8:00	1 hour	Arrival/Registration	Jogie Marie G. Barrios, T-II
	8:00 – 8:45	45 mins	OPENING PROGRAM	Beverly M. Valenzuela
	8:45 - 9:00	15 mins	Pre-Test	Cecille N. Solidarios
October 14- 15, 2023 (Batch 2)	9:00 – 10:00	1 hour	Session 1 Reorientation on Omnibus Policy of Kindergarten	Milrose P. Caseres
	10:00 – 12:00	2 hours	Session 2 Early Childhood Development Checklist Administration and Intervention	Mercy Jane L. Dignadice mmmmmmmmmmm
	1:00 – 3:00	2 hours	Session 3 Minimum Essential Learning Competencies (MELCs)	Cecille N. Solidarios

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	3:00 – 4:45	1 hour and 45 mins	Session 4 Kindergarten Assessment	Marilou B. Mallari
	4:45 – 5:00	15 mins	Debriefing	All Trainers, Milrose P. Caseres
Officer of the Day: Cecille N. Solidarios, SPET-1				
Day 2 October 8, 2023 (Batch 1) October 15, 2023 (Batch 2)	7:45 – 8:00	15 mins	MOL	
	8:00 – 10:00	2 hours	Table of Specification for Paper and Pencil Assessment	Ma. Sorayda S. Parreño
	10:00 – 12:00	2 hours	Workshop	
	12:00 – 1:00	1 hour	LUNCH	
	1:00 – 3:30	2 hours and 30 mins	Demo Teaching	
	3:30 – 4:30	1 hou	Feedbacking	
	4:30 – 5:00	30 mins	CLOSING PROGRAM	

Prepared by:

MILROSE P. CASERES
Program Holder

Noted by:

LALAINÉ SJ. MANUNTAG, PhD
Chief

APPROVED:

LEONARDO M. BALALA, CESE
Schools Division Superintendent

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