



DEPARTMENT OF EDUCATION
DIVISION OF ZAMBO DEL NORTE
DIPOLOG CITY 7100

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Republic of the Philippines
DEPARTMENT OF EDUCATION
Zamboanga Peninsula, Region IX
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100

Division Memorandum
No. 272S. 2015

To: Public Schools District Supervisors
ESP/School Heads
District Kindergarten Coordinators
Kindergarten Teachers

From: **NATIVIDAD P. BAYUBAY, CESO VI**
Officer-In-Charge
Office of the Schools Division Superintendent

Subject: **Three-Day Live-In Training for the Untrained Kindergarten Teachers
and School Heads**

Date: September 29, 2015

1. This office announces the Three-Day Live-in Training for the **Untrained Kindergarten Teachers and School Heads** in two batches, to wit:
Batch 1: October 26 – 28, 2015
CD1, Katipunan 1 & 2, Roxas 1 & 2, Manukan 1 & 2,
Ponot, Sindangan Central, and Sindangan North
Batch 2: October 29 – 31, 2015
CD 3, Sindangan South and Siayan
2. Venue will be announced later.
3. This training aims to capacitate the Kindergarten Teachers with the knowledge and skills in teaching five-year old children. Moreover, this also aims to develop awareness and understanding on the Kindergarten Curriculum and its teaching design on the part of the School Heads.
4. Participants to this training are those teachers teaching kindergarten but have not undergone any **Kindergarten or Early Childhood Education (ECE) related topics/courses**.
5. All participants must bring the following: NKCG, ECCD check list, art materials (cartolina, scissors, glue, colored/wax/art papers, ruler, etc.) for the workshop during the training.
6. Travel expenses incurred by the participants relative to this conference shall be charged against SCHOOL MOOE while food and accommodation for the participants, supplies and materials to be used by the facilitators and other incidental expenses shall be charged against Division MOOE/Funds subject to the usual accounting and auditing rules and regulations.
7. Widest dissemination of this memorandum to all concerned is desired.