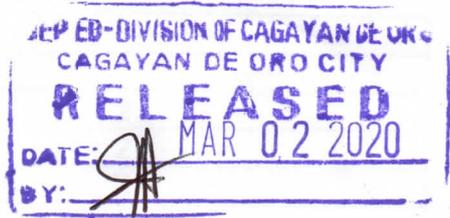




Republic of the Philippines
 Department of Education
 REGION X
 DIVISION OF CAGAYAN DE ORO CITY

February 28, 2020

DIVISION MEMORANDUM
 No. 153 s. 2020



To: **Southwest 1 and II District Teachers**
PSDS
SCHOOL PRINCIPALS/HEADS

From: **CHERRY MAE L. LIMBACO**
 Schools Division Superintendent

Subject: **RE-ECHO TRAINING ON AMERICAN ENGLISH FOR ELEMENTARY AND HIGH SCHOOL ENGLISH TEACHERS OF SOUTHWEST 1 AND SOUTHWEST II DISTRICTS**

1. You are hereby informed of the Conduct of the Re-Echo Training on American English For Elementary and High School English of Southwest 1 and Southwest II Districts, you are hereby informed that you are required to attend such training on March 7, 2020 at Carmen National High School, Carmen, Cagayan de Oro City.
2. Below is the allocated number of participants in the following Schools:

Southwest 1 District	Number of Participants
1. Lumbia Central School	2
2. Lumbia NHS	1
3. Tagpangi ES	1
4. Tagpangi NHS	1
5. Tuburan ES	1
6. Tuburan NHS	1
7. Pigsagan ES	1
8. Pigsag-am NHS	1
9. Tagpangi ES	1
10. Tagpangi NHS	1
11. Taglimao ES	1
12. Tagliimaob NHS	1
Southwest II District	
13. Bayanga ES	1
14. Bayanga NHS(with Midkiwan	3





Republic of the Philippines
Department of Education

REGION X
DIVISION OF CAGAYAN DE ORO CITY

Extension)	
15. Midkiwan ES	1
16. Mambuaya ES	2
17. Mambuaya NHS	2
18. Dansolihon ES	2
19. Dansolihon NHS	2
20. Man-ai ES	1
21. Man-ai NHS	1
22. Mangalay ES	1
23. Batinay ES	1
24. Upper Tignapuluan ES	1
25. Lower Tignapuluan ES	1
26. Iba ES	1
27. Iba NHS	1
28. Tignapuluan NHS	2
29. Besigan ES	1
30. Besigan NHS	1
31., Fr. William Masterson SJ ES	1
32. Carmen NHS	1
Total	40

3. All Public Schools District Supervisors are directed to join the said training.
4. Travelling expenses of the participants are chargeable against MOOE subject to the usual accounting and auditing rules.
6. For your information and guidance.





Republic of the Philippines
Department of Education

Region X
 Division of Cagayan de Oro City
Mambuaya NHS-Bayanga Annex
 Bayanga, Cagayan de Oro City

LIST OF PARTICIPANTS

List of schools to participate on the **American English Training For Elementary and High School English Teachers of Southwest I and Southwest II Districts** set on March 7, 2020 (Saturday) at Carmen National High School, Carmen, Cagayan de Oro City.

	SOUTHWEST I DISTRICT	NO. OF PARTICIPANTS
1	Lumbia Central School	2
2	Lumbia NHS	1
3	Tagpangi ES	1
4	Tagpangi NHS	1
5	Tuburan ES	1
6	Tuburan NHS	1
7	Pigsag-an ES	1
8	Pigsag-an NHS	1
9	Tumpagon ES	1
10	Tumpagon NHS	1
11	Taglimao ES	1
12	Taglimao NHS	1
	SOUTHWEST II DISTRICT	
13	Bayanga ES	1
14	Bayanga NHS (with Midkiwan Extension)	3
15	Midkiwan ES	1
16	Mambuaya ES	2
17	Mambuaya NHS	2
18	Dansolihon ES	2
29	Dansolihon NHS	2
20	Man-ai ES	1
21	Man-ai NHS	1
22	Mangalay ES	1
23	Batinay ES	1
24	Upper Tignapoloan ES	1
25	Lower Tignapoloan ES	1
26	Iba ES	1
27	Iba NHS	1
28	Tignapolan NHS	2
29	Besigan ES	1
30	Besigan NHS	1
31	Fr. William Masterson SJ Elem. School	1
32	Carmen NHS	1
	Total No. of Participants	40



Republic of the Philippines
Department of Education

Region X
Division of Cagayan de Oro City
Mambuaya NHS-Bayanga Annex
Bayanga, Cagayan de Oro City

February 20, 2020

SYLVIO B. CARCILLER, PhD
Secondary School Principal II
Carmen National High School
Carmen, Cagayan de Oro City

Sir:

Greetings of Peace and Prosperity!

This is to ask permission from your good office to allow us to conduct a **Re-Echo Training on American English For Elementary and High School English Teachers of Southwest I and Southwest II Districts** in your reputable institution on March 7, 2020.

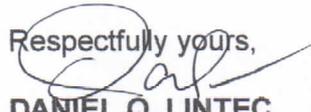
This training convenes a total of 40 elementary and secondary English teachers to help them increase the students' engagement and interest in their classroom lessons that will utilize the American English materials and resources. The facilitators are the three English teachers from Southwest II District who attended the *AE TOT: American English Training of Teachers* held last November 7-9, 2019 at Xavier University, Cagayan de Oro City, namely **Mr. Francis Jay M. Damit** from Tignapoloan NHS, **Ms. Ivy-Ann R. Sumagang** from Dansolihon NHS, and **Mr. Daniel Q. Lintec** from Bayanga NHS.

It is with great desire that your office will grant approval for the conduct of our activity at the Conference Hall in your school which we have found to be most fit for our activity since it has all the necessary facilities. We assure you that we maintain the venue in good condition during the activity.

Attached herewith is the letter of support from the office of the Schools Division Superintendent.

We hope for your most favorable response. Thank you and more power!

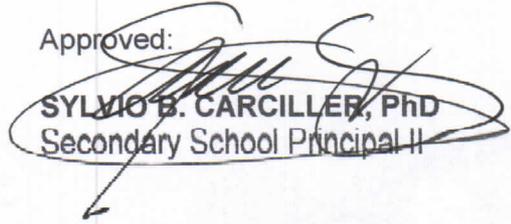
Respectfully yours,


DANIEL Q. LINTEC
Teacher 1, Bayanga NHS
American English Trainer

Noted:


CORAZON M. VIOS
School Principal

Approved:


SYLVIO B. CARCILLER, PhD
Secondary School Principal II



Republic of the Philippines
Department of Education
REGION X
DIVISION OF CAGAYAN DE ORO CITY

3 February 2020

Daniel Q. Lintec
Teacher 1
Bayanga National High School
Bayanga, Cagayan de Oro City

Attention: **Corazon M. Vios**
School Principal
Bayanga National High School
Bayanga, Cagayan de Oro City

Dear Mr. Lintec

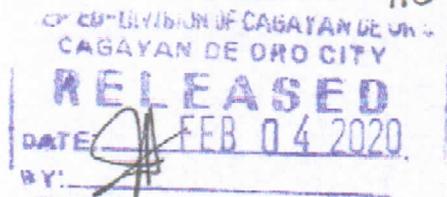
The undersigned interposes no objection on your intention in conducting a Re-Echo Training on American English For Elementary and High School Teachers of Southwest II Districts on February 21, 2020 as per requirement of the AETOT U. S. Embassy to do "Follow-on" as a form of feedback report by April this year. However, as reflected in DepED Order 9, s. 2005 "Instituting Measures To Increase Engaged Time on Task," all teachers are required to meet their classes whole week. Hence, I would suggest that you do it (re-echo) on Saturday, February 22, 2020 not to jeopardize classes in the involved districts.

Respectfully yours


CHERRY MAE L. LIMBACO
Schools Division Superintendent



Address: Fr. William F. Masterson Avenue, Upper Balulang, Cagayan de Oro City
Telephone: (08822) - 8550048



AMERICAN ENGLISH TRAINING FOR SOUTHWEST 1 AND 2 DISTRICT ENGLISH LANGUAGE TEACHERS

Venue: Centex, Fr. William Masterson S.J. Elementary School, Upper Balulang, Cagayan de Oro City

Date: February 22 2020

Time	Activity/Topics	Description/Activity Details	Facilitator/In-Charge
8:00-8:30 A.M.	Arrival and Registration of Participants	<ul style="list-style-type: none"> ▪ Registration and distribution of workshop kits 	AE Southwest Trainers Team
8:30-9:00 A.M.	Preliminaries	<ul style="list-style-type: none"> ▪ Prayer ▪ National Anthem ▪ Energizer/Mood-setting ▪ Rationale of the Training 	Ms Ivy-Ann R. Sumagang Mr. Daniel Q. Lintec
9:00-10:15 A.M.	ACTIVATE BOARD GAMES	<ul style="list-style-type: none"> ▪ Getting to Know You (GTKY) activity using the AE board games ▪ Input on the AE <i>Activate Board Games</i> as material for game-based pedagogy in a language classroom. 	Mr. Francis Jay M. Damit
10:15-10:45 A.M.	AE Website & AE Community	<ul style="list-style-type: none"> ▪ Walkthrough the AE website to show resources for an English Language classroom. 	Mr. Daniel Q. Lintec
10:45-11:45 A.M.	SHAPING THE WAY WE TEACH ENGLISH (Module 1: Contextualizing Language)	<ul style="list-style-type: none"> ▪ Presenting the module in guiding teachers on how to contextualize language instruction according to the needs and considerations of each English Language classroom. 	Ms Ivy-Ann R. Sumagang
11:45-1:00 P.M.	Lunch	<ul style="list-style-type: none"> ▪ Showing the American Teens Talk video/s during lunch break 	
1:00-1:15 P.M.	Energizer	<ul style="list-style-type: none"> ▪ Making an Appointment Clock activity 	Mr. Francis Jay M. Damit
1:15-2:15 P.M.	CREATE TO COMMUNICATE	<ul style="list-style-type: none"> ▪ Actual making of art to show that visual arts can be used in teaching English Language. 	Mr. Daniel Q. Lintec
2:15-3:15 P.M.	ENGLISH TEACHING FORUM	<ul style="list-style-type: none"> ▪ Presenting ETF as a useful resource for classroom strategies, approaches, practices, (etc) and for professional development. 	Ms Ivy-Ann R. Sumagang
3:15-4:00 P.M.	Closing	<ul style="list-style-type: none"> ▪ Reminders/closing remarks ▪ Distribution of Certificates of Participation ▪ Signing and distribution of Certificates of Appearance ▪ Picture-taking 	Mr. Francis Jay M. Damit
4:00 P.M.	Home Sweet Home		

American English Training of Trainers GRANT APPLICATION FORM



GRANT GUIDELINES

By the end of the American English Training of Trainers

1. Propose a workshop to be offered for in-service or pre-service teachers in the next four months. The workshop should engage a minimum of 20 educators for a minimum of 4 hours.
2. Grant applicants must propose a workshop syllabus that is thoughtfully conceived and utilizes effective teaching methodology in its delivery of content to the participants.
3. The proposed workshop must utilize significant elements of "American English" teaching materials in either traditional or hybrid modalities.
4. Each proposed workshop can request a draft budget of up to PHP 15,000 per team member involved in the project. The draft budget should cover all needed elements of the workshop. Please note whether each budget item will be paid for by the U.S. Embassy and/or the host institution or other sponsor. Venue costs and honoraria will not be covered by this grant

Two weeks after the AETOT workshop

1. A grant application form detailing the finalized workshop plan must be submitted via email to mtrinidad@xu.edu.ph on or before **November 30, 2019**.
2. Along with the grant application form, the following must also be submitted as attachment:
 - a. A detailed budget that covers all needed elements of the program, noting which elements will be paid for by the grant and which will be provided by the host institution or other sponsor.
 - b. A letter of support from DepEd or the institutional supervisor and/or host institution confirming the location and dates for your workshop.

Two weeks after completing the workshop/ re-echoing.

1. Submit scanned copies of the following through an email to mtrinidad@xu.edu.ph:
 - a. Attendance sheets
 - b. Photos from all major program activities
 - c. List of participants showing their age, gender, years of teaching experience, where they teach, what they teach (subject and grade), how many students they serve per day, and their phone and email address
 - d. Evaluations of the workshop and of the utility of the American English materials, with results tabulated and summarized with examples of exemplar and typical comments provided. Evaluation template will be provided.
 - e. Receipts for all claimed expenses

American English Training of Trainers GRANT APPLICATION FORM



Project Title:
MAKING ENGLISH POSSIBLE: American English Re-echo of Training for Southwest District English Language Teachers

PROFILE OF PROPONENTS

Name	Position	City/Province
1. Damit, Francis Jay Montano	SST - I	Cagayan de Oro City
2. Lintec, Daniel Quilang	SST - I	Cagayan de Oro City
3. Sumagang, Ivy-Ann Ruaya	SST - I	Cagayan de Oro City
4.		
5.		
6.		
7.		
8.		
9.		
10.		

WORKSHOP DETAILS

Workshop Location:
Global Filipino Complex, Fr. William Masterson Elementary School, Upper Balulang, Cagayan de Oro City

Workshop Duration:
In number of hours

8 hours

Number of Workshop Participants:

40 pax

Number of Contact hours:
Computed as workshop duration multiplied by number of participants

40 x 8 = 320 hours

American English Materials to be utilized in session:

- AE Website
- AE Activate Board Games
- Shaping the Way We Teach English (Module 1: Contextualizing Language)
- American Teens Talk
- Create to Communicate
- English Teaching Forum
- American Traditional Songs