



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

**Office of the Schools
Division Superintendent**

03 October 2022

DIVISION MEMORANDUM
No. 437, s. 2022

POLISHING THE GEMS: INDUCTION PROGRAM FOR BEGINNING TEACHERS

To: **OIC, Asst. Schools Division Superintendent**
Chief, SGOD/ CID
Education Program Supervisors
Elementary and Secondary School Heads
Newly-Hired ALS MT, Elementary & Secondary Teachers
This Division

1. In line with the implementation of the unnumbered memorandum from ATTY. NEPOMUCENO A. MALALUAN, Chief of Staff and Undersecretary, dated December 21, 2021 *Re: Implementation of the Induction Program for Beginning Teachers (Enhanced Teacher Induction Program)*, this Office hereby announces the 2-day Induction Program for Beginning Teachers (IPBT) on **October 19-20, 2022 at 2nd Floor Jade Building, Division Office.**
2. The Teacher Induction Program is the stage of professional learning for new teachers, building on and complementing the beginning stage in teaching. This training aims to provide professional development to help new teachers build the skills and knowledge needed to be proficient as teachers. Further, this learning opportunity aims to target the following competencies:
 - a. commitment of teachers;
 - b. retention of teachers in the profession;
 - c. keeping students on task;
 - d. effective student questioning practices;
 - e. maintaining students' interests;
 - f. establishing a positive classroom atmosphere; and
 - g. demonstrating classroom management.
3. Please see the Enclosure 1 for the list of topics and dates of the training proper and Enclosure 3 for the list of participants.
4. Further, this Memorandum shall serve as the **Authority to Travel** for 2-day Induction Program for Beginning Teachers (IPBT).



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List of Program Management Team:

Program Consultant:	OLGA C. ALONSABE, PhD, CESO V	SDS
Program Consultant:	DIONESIO L. LIWAGON, JR, CESE	OIC-ASDS
TIP Manager:	ROLLY B. LABIS	CES
Program Management Leader/TIP Focal:	MEROGIM P. MUGOT	EPS II
Program Management Asst. Leader:	KAREN ROSE A. SERRANIA	SEPS
QAME Associate:	MARICRIS P. QUISMUNDO	SEPS
Technical Officer:	SHERRIE R. DUNOG	ITO
Program Management Member:	JURICA ETHEL L. ESTRADA	PDO

- For inquiries, you may contact Merogim P. Mugot, Education Program Specialist – Program Management Team Leader at merogim.mugot@deped.gov.ph.
- Immediate and wide dissemination of this Memorandum is desired.


OLGA C. ALONSABE, PhD, CESO V
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

PROFESSIONAL DEVELOPMENT TEACHER INDUCTION PROGRAM TEACHER TRAINING
SGOD/HRD/MPM



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Enclosure 1: DM 427, s. 2022

POLISHING THE GEMS: INDUCTION PROGRAM FOR BEGINNING TEACHERS

I. Indicative date of implementation

October 19, 2022	Course 1: Becoming a DepEd Teacher Module 1 – Becoming a DepEd Teacher Special Topic: Social Graces and Online Etiquette Module 2 – Gearing up for the School Year Module 3 – Starting off as a DepEd Teacher Course 2: Professional Responsibilities Module 2 – Navigating the K to 12 Curriculum Guides Module 3 – Lesson Planning
October 20, 2022	Course 2: Professional Responsibilities Module 4 – Implementing Learning Plans and Enriching Teaching Practice Course 3: The Philippine Professional Standards for Teachers and its Aligned Systems and Tools Module 2 – Embedding the PPST in HR Systems Module 3 – The Results-based Performance Management System (RPMS) Course 5: The DepEd Teacher Module 2 – Relevant Laws for Teachers Course 6: Teachers' Professional and Personal Development Module 3 – Policies on Promotion and Opportunities for Progression Module 4 – Personal Development and Well-being



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ACTIVITY MATRIX

October 19, 2022 (Day 1)

Time	Day 1	Objective
7:30-9:00	Preliminaries and Arrival	Through this module, inductees should be able to:
8:00-9:00		
9:00-10:00	Course 1: Module 1 – Becoming a DepEd Teacher (Olga C. Alonsabe, PhD)	<ul style="list-style-type: none">▪ demonstrate understanding of the DepEd’s mandate and strategic directions and▪ adopt practices that uphold the dignity of teaching as a profession by exhibiting qualities such as caring attitude, respect, and integrity aligned with the DepEd’s vision, mission,
10:00-11:00	Special Topic: Social Graces and Online Etiquette (Dionesio L. Liwagon, Jr, CESE)	
11:00-12:00	Course 1: Module 2 – Gearing up for the School Year (Rolly B. Labis, EdD)	<ul style="list-style-type: none">▪ establish safe and secure learning environments at the opening and first weeks of classes through the implementation of DepEd and school policies, guidelines, and procedures
12:00-1:00	Lunch Break	
1:00-2:00	Course 1: Module 3 – Starting off as a DepEd Teacher (Margie A. Valmoría, PhD)	<ul style="list-style-type: none">▪ manage learner behavior constructively by applying positive and non-violent discipline to maintain trust and fairness in the classroom (2.6.2);▪ identify basic concepts related to classroom management and positive discipline in physical and virtual learning environment;



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		<ul style="list-style-type: none">▪ determine actions in building good relationships with the learners; and▪ apply positive and non-violent discipline to ensure learning-focused environments (2.6.2).
2:00-3:00	Course 2: Module 2 – Navigating the K to 12 Curriculum Guides (Ninian A. Alcasid, PhD)	<ul style="list-style-type: none">▪ plan developmentally sequenced teaching and learning process using the K to 12 curriculum guides (4.1.2); and▪ set learning outcomes that are aligned with learning competencies in the K to 12 curriculum guides (4.2.2).
3:00-4:00	Course 2: Module 3 – Lesson Planning (Marie Jade A. Cacayan, PhD)	<ul style="list-style-type: none">▪ plan developmentally sequenced teaching and learning process using the K to 12 curriculum guides (4.1.2); and▪ set learning outcomes that are aligned with learning competencies in the K to 12





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ACTIVITY MATRIX

October 20, 2022 (Day 2)

Time	Day 2	Objective
7:30-9:00 8:00-9:00	Preliminaries and Arrival	Through this module, inductees should be able to:
9:00-10:00	Course 2: Module 4 – Implementing Learning Plans and Enriching Teaching Practice (Annabelle M. Mamacalay, PhD)	<ul style="list-style-type: none">▪ select, develop, organize, and use appropriate teaching and learning resources to address learning goals responsive to the needs
10:00-11:00	Course 3: Module 2 – Embedding the PPST in HR Systems & Salaries, Wages, and Benefits of Teachers (Anna Mae M. Atillo)	<ul style="list-style-type: none">▪ set professional goals that are aligned with the PPST;▪ develop one’s own personal professional improvement plan that will support one’s career goals (7.5.2); and▪ share own reflections with peers on desirable personal and professional practices that are geared towards higher level practice/ indicators.▪ familiarize themselves with the existing laws and regulations that apply to the teaching profession and the responsibilities specified in the Code of Ethics for Professional Teachers (6.3.1) and▪ regularly review personal teaching practice using existing laws and regulations that apply to the teaching profession and the responsibilities specified in the Code of Ethics for Professional Teachers (6.3.2).
11:00-12:00	Course 3: Module 3 – The Results-based Performance Management System (RPMS)	<ul style="list-style-type: none">▪ explore and become familiar with the RPMS cycle, and PPST-based RPMS tools and processes;





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	(Merogim P. Mugot)	<ul style="list-style-type: none">▪ use PPST-aligned tools in developing one's teaching practices as defined by the standards;▪ use PPST-aligned tools to monitor one's own progress towards achieving their professional development goals; and▪ develop lesson plans as quality evidence for RPMS.
12:00-1:00	Lunch Break	
1:00-2:00	Course 5: Module 2 – Relevant Laws for Teachers (Jeffrey M. Martinez)	<ul style="list-style-type: none">▪ cite specific provisions in the laws that are applicable to specific scenarios in the field;▪ identify practices that uphold the dignity of teaching as a profession;▪ develop scenarios that promote fairness, respect, and care; and▪ appropriately respond to scenarios in the field dealing with education stakeholders.
2:00-3:00	Course 6: Module 3 – Policies on Promotion and Opportunities for Progression (Karen Rose A. Serrania, PhD)	<ul style="list-style-type: none">▪ adopt practices that uphold the dignity of teaching as a profession by prioritizing one's well-being and personal development.
3:00-4:00	Course 6: Module 4 – Personal Development and Well-being (Marilou Descallar)	<ul style="list-style-type: none">▪ adopt practices that uphold the dignity of teaching as a profession by prioritizing one's well-being and personal development.



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Enclosure 2: DM 427, s. 2022

NO.	FIRST NAME	MIDDLE NAME	LASTNAME	EFFECTIVE DATE	STATION	POSITION
1	ANGIE	OLBISANO	SABASAJE	October 01,2021	SFDA NHS	TEACHER I - JHS
2	ELIANE	POLOTAN	ESTRERA	October 01,2021	SFDA NHS	TEACHER I - JHS
3	DARYL JAY	HONLAY	DIVINO	October 01,2021	SINALOC NHS	TEACHER I - DOST (JHS)
4	JOMAR	NACUA	APUS	October 01,2021	SFDA NHS	TEACHER I - JHS
5	AEROL KENT	ARREGLO	ALAWI	October 04,2021	COGON NHS	TEACHER I - JHS
6	MARIZ JOY	VERGABERA	ROSALES	November 22,2021	EL SALVADOR CITY CS	TEACHER I - ELEM
7	EVEMIE	MARIMON	KINDOM	November 22,2021	EL SALVADOR CITY NHS	TEACHER I - JHS
8	LARKEN	LATAYADA	SALUGSUGAN	December 01,2021	HIMAYA NHS	TEACHER II- SHS
9	FRANCIS	LACHICA	DUMALAG	December 02,2021	SAMBULAWAN NHS	TEACHER II- SHS
10	HELBERT	NOYNAY	QUILAB	March 14, 2022	ULALIMAN ES	TEACHER I
11	APPLE KATE	SALVAÑA	UNSON	August 22, 2022	SINALOC NHS	TEACHER I (JHS)
12	CLOYD	NACUA	MAGDUGO	August 22, 2022	COGON NHS	TEACHER II (SHS)
13	CRISTINE	ESTANILLA	JAGONAL	August 22, 2022	SFDA NHS	TEACHER II (SHS)
14	ANNE	MEJILA	EDOROT	October 10, 2022	HINIGDAAN NHS	TEACHER II (SHS)
15	RIZZA MAE	TAGARO	CARPENTERO	August 25, 2022	SFDA NHS	TEACHER II (SHS)
16	JENNIFER	CAGAS	MAANDIG	August 22, 2022	HINIGDAAN NHS	TEACHER II (SHS)



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