



Tanggapan ng Kalihim
Office of the Secretary

DepED MEMORANDUM
No. 468, s. 2004

DEC 10 2004

NATIONAL ENGLISH PROFICIENCY PROGRAM (NEPP)
Phase II – Mentor Training Program: Facilitating Mentor Learning

To: Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public Secondary Schools

1. The National English Proficiency Program (NEPP) marks the third year of implementation this 2005, with the goal of improving the English communication skills of secondary teachers of English, Mathematics and Science. A total of 1,968 teachers from the different divisions and regions were trained in 2004 in **Phase II – Mentor Training Program: Facilitating Mentor Learning**. These are the teachers who belong to the top 10% scorers of the Self-Assessment Test and were expected to conduct a school based mentoring upon return to their schools. To support the mentors, 1,340 administrators attended the Phase IV – Orientation for Administrators to Support Mentor Program.

2. For 2005, Phase II will be conducted in the following dates and venues:

Batch	Dates	Clusters	No. of Participants	Venue/Area
Batch 13	January 16-22, 2005	Mindanao Regions IX-XII CARAGA, and ARMM	172	Apo View Hotel Davao City
Batch 14	Feb. 27-March 5, 2005	Luzon Regions I-V, NCR and CAR	172	Bayview Park Hotel Roxas Blvd., Manila
Batch 15	April 24-30, 2005	Visayas Regions VI-VIII	172	Ecotech Center Lahug, Cebu City
Batch 16	May 29-June 4, 2005	Mindanao Regions IX-XII CARAGA, and ARMM	172	Apo View Hotel Davao City
Batch 17	July 10-16, 2005	Luzon Regions I-V, NCR and CAR	172	Bayview Park Hotel Roxas Blvd., Manila
Batch 18	August 14-20, 2005	Visayas Regions VI-VIII	172	Ecotech Center Lahug, Cebu City
Total Number of Participants			1,032	

3. In this training, participants are expected to be at the venue in the afternoon of the first day for the registration, orientation and program engagement. The six-day training will end after lunch of the sixth day. Participants will be given service credit for their attendance to the Mentor Training Program.


4. The training is free for participants including board and lodging and training kits with handouts. Transportation and other related expenses will be charged to local funds. Selection and distribution of participants for Phase II will be guided by the enclosure.

5. Operational expenses which include board and lodging, travel/transportation cost and honoraria for external resource persons, ACELT-DepED Training Team, staff and management, supplies and materials, rental of equipment, communication costs will be charged against OSEC funds for National English Proficiency Program (NEPP) subject to the usual accounting and auditing rules and regulations.

6. To facilitate the financial transaction for the NEPP activities, Ms. Mayumi H. Tomelden is assigned as Disbursing Officer.

7. For more information, please contact Ms. Perla Sunga Intia, Chief, Materials Production and Publication Division-Technical Service (MPPD-TS) at tel. nos. (02) 636-1620, (02) 633-9341 and (02) 632-1361 to 70 locals 2166 and 2048.

8. Immediate dissemination of this Memorandum is desired.


FLORENCIO B. ABAD
Secretary

Encl.:

As stated

Reference:

DepED Memorandum: No. 57, s. 2004

Allotment: 1—(D.O. 50-97)

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

Learning Area, ENGLISH
OFFICIALS
TRAINING PROGRAMS

SELECTION OF PARTICIPANTS

PHASE II – MENTOR TRAINING PROGRAM: FACILITATING MENTOR LEARNING

1. One hundred seventy two (172) participants per venue and Batch (172 for Luzon, 172 for Visayas and 172 for Mindanao) will be recruited from among high schools where a team of mentors, teachers of English, Mathematics and Science can be formed. They **MUST BELONG TO THE UPPER 10% OF THE HIGH SCORERS** of the Self-Assessment Test (SAT).

2. A complete team of Mentors should be organized in a pilot school immediately after the Phase II – Mentor Training Program. Qualified to attend the Phase II training are: **Teachers who scored high in the SAT, Master Teachers or Department Heads of either English, Mathematics or Science and Supervisors of either English, Mathematics or Science.**

3. Other criteria to be considered in the selection of participants:
 - Skilled in English communication
 - Has taught either English, Science or Mathematics for no less than three years
 - A potential mentor with good interpersonal skills



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Justification for the use of Apo View Hotel as Venue for 13th Mentors Training in Mindanao and revised costing for Region XI, XII and ARMM

1. Apo View Hotel has 7 function rooms turned into classrooms which accommodate 30 participants per room for 6 days and it is to be given by the Hotel for **free**. Other hotels in Davao City charge per hour for the use of function rooms.
2. It also offers for free a Plenary Hall with the following set-up
 - a. Conference set-up
 - b. Rostrum with microphone
 - c. Backdrop
 - d. Whiteboard with pens
 - e. Registration Table
 - f. Flag/Anthem
 - g. Sound system with 3 microphone
 - h. OHP with screen
3. Batch 13 of MTP has additional financial help from BEAM to assist regions XI, XII and ARMM delegates.

Region XI - 18 participants x P950.00 @ 6 days	- P102,600.00
Region XII - 17 participants x P950.00 @ 6 days	- P 96,900.00
ARMM - 17 participants x P950.00 @ 6 days	- P 96,900.00
5 Apprentice Trainers x P950.00 @ 6 days	- <u>P 28,500.00</u>
	<u>P 324,900.00</u>
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4. Participants traveled from far distances and immediately have to engage in hectic activities and learning/working sessions, thus they needed comfortable and convenient sleeping and working areas.
5. Among other hotels, the Apo View Hotel offers competitive quotation with better services and facilities to meet the needs of 200 participants.
6. Attached are quotations of other hotels.

Respectfully submitted:

PERLA SUNGA INTIA
Co-Director - NEPP

ALICE A. PANARES
Co-Director - NEPP