



REPUBLIKA NG PILIPINAS
REPUBLIC OF THE PHILIPPINES
KAGAWARAN NG EDUKASYON
DEPARTMENT OF EDUCATION
 University of Life Complex, Meralco Avenue
 Pasig City, Philippines

AUG 15 2003

DepED MEMORANDUM
 No. 292, s. 2003

**RESETTING TRAINING DATES FOR: PHASE II – MENTOR TRAINING PROGRAM:
 FACILITATING MENTOR LEARNING AND PHASE IV – ORIENTATION
 OF ADMINISTRATORS TO SUPPORT THE MENTORING PROGRAM**

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

1. This Memorandum supercedes DepEd Memorandum No. 232, s. 2003, dated July 16, 2003.
2. In view of the need to test all public school secondary teachers of English, Mathematics and Science, through the Phase I-Self Assessment Test (SAT) of the National English Proficiency Program (NEPP), the **Phase II – Mentor Training Program: Facilitating Mentor Learning and Phase IV – Orientation of Administrators to Support the Mentoring Program** are reset on the following dates and venues:

Area	Title	No. of Participants	Venue	Date
Visayas	II Mentor Training Program (MTP) for teachers	200	Ecotech Center, Lahug, Cebu City	August 31 to Sept. 6, 2003
	IV Orientation of Administrators to Support Mentoring	200	Ecotech Center, Lahug, Cebu City	September 8-9, 2003
Luzon	II Mentor Training Program (MTP) Group I- Southern Luzon	130	NEAP, Teachers Camp Baguio City	Sept. 14-20, 2003
	IV Orientation of Administrators to Support Mentoring (All over Luzon)	260	NEAP, Teachers Camp Baguio City	September 22-23, 2003
	II Mentor Training Program (MTP) Group 2, Northern Luzon	130	Legenda Suites, Subic Olongapo City	Sept. 28-October 4, 2003
Mindanao	II Mentor Training Program (MTP)	200	Grand Regal Hotel, Davao City	October 19-25, 2003
	IV Orientation for Administrators to Support the Mentoring	200	Grand Regal Hotel Davao City	October 27-28, 2003

3. **Participants to Phase II – Mentor Training Program: Facilitating Mentor Learning** are expected to check in the venue in the afternoon of Day 1, for registration, orientation and program engagement. The six- day intensive training ends in the afternoon of the sixth day.

4. **Participants to Phase IV – Orientation of Administrators To Support Mentoring Program** are to check in the morning of Day 1 for registration. The sessions end at five in the afternoon of the second day.

(Please see Inclosure for Distribution of participants for Phases II and IV):

5. Phases II and IV training are free for participants including board and lodging and training kit with handouts. However, transportation will be charged to local funds. Attendees to the training will receive service credits.

6. Expenses for Phases II and IV which include travel and transportation cost of external resource persons, ACELT-DepEd Training Team, staff and management, board and lodging, supplies and materials, rental of equipment, honoraria for training team and external resource persons, staff and management and communication will be charged against OSEC funds for National English Proficiency Program (NEPP), subject to the usual accounting and auditing rules and regulation.

7. Immediate and wide dissemination of this Memorandum is desired.



EDILBERTO C. DE JESUS
Secretary

Encl.:

As stated

References:

DepED Memoranda: Nos. 232 and 238, s. 2003

Allotment: 1—(D.O. 50-97)

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

CHANGE
Learning Area, ENGLISH
TRAINING PROGRAMS

(Enclosure to DepEd Memorandum No. 292, s, 2003

SELECTION OF PARTICIPANTS
Phase II: Mentor Training Program (MPT)

A. Distribution of Participants

Visayas : Batch III – 200 Participants, **Ecotech, Cebu City**
Luzon : Batch IV – 130 Participants: **NEAP, Baguio City**
: Batch V - 130 Participants: **Legenda Suites, Subic Olongapo**
Mindanao: Batch VI - 200 Participants: **Grand Regal Hotel, Davao City**

- ◆ Number of participants should be chosen from city high schools or schools with highest number of teachers. They must belong to the upper 10% of the high scorers in the Self Assessment Test (SAT)
- ◆ A complete team of Mentors for pilot city schools shall be prioritized provided the school is ready to implement Mentor Training Program immediately after the training. A team of participants will be composed of the following:
 - 2 teachers who scored high in the SAT
 - 2 Master Teachers or Department Heads of either English, Mathematics or Science
 - 1 Subject area Supervisor in the Division

B. Other criteria to be considered in the selection of participants:

- ◆ Skilled in English communication
- ◆ Taught either English, Science or Mathematics for no less than three years
- ◆ A potential mentor with good interpersonal skills

Phase IV: Orientation of Administrators to Support the Mentor Program

A. Distribution of Participants

Visayas : 200 pax **Ecotech Center, Cebu – Sept. 8-9, 2003**
Luzon : 260 pax **NEAP, Teachers Camp, Baguio City**
September 22-23, 2003
Mindanao: 200 pax **Grand Regal, Davao – October 27-28, 2003**

B. Guideline in Selection of Participants

These are the Key administrators tasked to coordinate/supervise Mentor Training Program under the National English Proficiency Program (NEPP)

- 1 Regional Director, Region VII
- 1 Schools Division Superintendent or – ASDS
- 3 Department Heads in every pilot school
- 1 Principal from each pilot high school or school where mentor came from.
- 1 Division and Regional Supervisor in charge of NEPP.