



OCT 16 2007

DepED MEMORANDUM
No. 415 s. 2007

FIRST NATIONAL CONFERENCE OF MENTORS IN EDUCATION

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Regional Directors
Schools Division/City Superintendents
Heads, Public Elementary and Secondary Schools

1. The National English Proficiency Program (NEPP) will hold its First National Conference of Mentors in Elementary and Secondary Schools on November 12-14, 2007 at DepED Ecotech Center, Lahug, Cebu City with the theme "**NEPP Mentors: Sustaining the Fire Within**". This activity will be co-managed by the Bureau of Elementary Education (BEE) and Bureau of Secondary Education (BSE).

2. The objectives of the activity are to:

- share best mentoring practices;
- organize national association for members;
- discuss issues and concerns of mentors;
- track down the mentors; and
- enhance their mentoring skills.

3. One of the highlights of the activity is the Launching of the Search for Outstanding Teacher-Mentors. Enclosed is the criteria of the Search (Please see Enclosure No. 1).

4. Participants to this conference are selected Mentors from Elementary and Secondary, Schools Superintendents and Principals who were trained by NEPP. Participants are allowed to attend **on official business**.

5. The Regional Elementary and Secondary NEPP Coordinators are tasked to identify the mentors, principals and schools division superintendents who will be attending the Conference per allocation below:

	Elementary	Secondary	Total
1. Regional NEPP Coordinators	1 per region	1 per region	34
2. SDS	1 per region	1 per region	34
3. Principals	1 per region	1 per region	34
4. Mentor Participants	6 per region	8 per region	238
			340

6. For Region IX and the ARMM Elementary participants/mentors should come from the USAID-EQuALLS recipient schools.

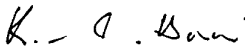
7. The Regional NEPP Coordinators are also required to bring documented accomplishment reports of mentor participants who will be attending the conference.

8. The conference is free, which includes board and lodging, conference kit with handouts and supplies and materials. Transportation expenses of the participants will be reimbursed from OSEC-NEPP funds upon submission of travel documents subject to the usual accounting and auditing rules and regulations. **Participants are advised to avail of the cheapest mode of transportation.** Management and staff are authorized to travel two days before the conference. First meal of participants will be p.m. snack on November 11 and last meal will be lunch on November 14, 2007.

9. Expenses for the conduct of this activity will be charged to OSEC-NEPP funds subject to the usual accounting and auditing rules and regulations. These include honoraria, board and lodging, travel expenses of the participants, NEPP Resource Persons' Team, Management and Staff, instructional materials, supplies and kits, freight and communication costs and other expenses incident to the activity.

10. For confirmation of attendance, participants should fax the accomplished registration form (Enclosure No. 2) on or before October 31, 2007 at telefax nos. (02) 636-1620; (02) 633-9341. For further clarification and information, please contact Ms. Perla Sunga Intia, Director, NEPP at telefax no. (02) 633-9341 or cellphone no. 0916-6693139 or Ms. Cecilia R. Mendiola, Assistant Manager on Programs at cellphone no. 0906-5573364 and Marcos S. Rodil, Assistant Manager on Operations at cellphone no. 0920-2911589.

11. Immediate dissemination of this Memorandum is desired.


RAMON C. BACANI
Undersecretary
Officer-in-Charge

Encls.: As stated

Reference: DepED Memorandum: No. 108, s. 2006

Allotment: 1--(D.O. 50-97)

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

CONFERENCES
OFFICIALS

Learning Area, ENGLISH
TRAINING PROGRAMS

Maricar/Sally - 1st conference mentors
07-11-07

Criteria for the Search for Outstanding Teacher-Mentors

I. Mentoring Performance (40%)

- a. Number of teachers mentored
- b. Frequency of mentor training outside official time (type/s of mentoring that the teacher-mentor is doing)
- c. Initiatives related to NEPP
- d. Extension of mentoring work
- e. Accomplishments of Reports

II. Innovation Pioneered/Undertaken (20%)

- a. Action Research related to mentoring
- b. Publication related to mentoring'
- c. Instructional materials developed
- d. Paper presentation/demo-teaching
- e. Prototype lesson plans prepared
- f. Teaching innovations
- g. Achievements relevant to student/pupil achievement

III. Consultancy and Resource Speakership (10%)

- √ School/district
- √ Division
- √ Regional
- √ National

IV. Professional Development (10%)

- √ Membership in Professional Organization
- √ Attendance in trainings/conferences
- √ Post graduates/units earned

V. Personality Traits (20%)

- √ Leadership potentials
- √ Interpersonal relationship
- √ Sourcing out
- √ Linkages

VI. Interview (10%)

TOTAL POINTS (100%)

FIRST NATIONAL CONFERENCE OF MENTORS IN EDUCATION

CONFIRMATION FORM

Region: _____

Division: _____

Allotted Number of Participants: _____

Name of Participants	Region/Division/Schools	Contact Number
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Please send or fax two weeks before the conference date to Mr. Marcos S. Rodil at e-mail address: msrodil@yahoo.com or Ms. Cecilia R. Mendiola at telefax nos. (02) 636-1620 or (02) 633-7237.

Prepared/Submitted by:

Regional NEPP Coordinator

Noted by:

Regional Director