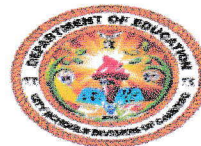
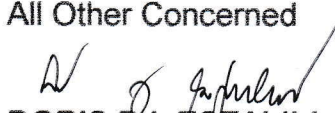




Republic of the Philippines
DEPARTMENT OF EDUCATION
 Region IV-A, CALABARZON
City Schools Division of Cabuyao
 City of Cabuyao, Laguna



TO : Assistant Schools Division Superintendent
 Chief – Curriculum and Implementation Division
 Education Program Supervisor – Values Education/Special Education
 Elementary and Secondary School Heads and Teacher's-In-Charge
 All Other Concerned

FROM : 
DORIS D.J. ESTALILLA
 Schools Division Superintendent

SUBJECT : **DIVISION MASS TRAINING OF RECEIVING TEACHERS
 ON MULTI-FACTORED ASESSMENT TOOL (MFAT)**

DATE : 18 April, 2018

The Department of Education City Schools Division of Cabuyao through the Curriculum Implementation Division announced the conduct of Division Mass Training of Teachers on Multi-Factored Assessment Tool (MFAT) on 10-11, May, 2018 at Gabaldon Hall, Cabuyao Central School, City of Cabuyao, Laguna.

The activity aims to orient and train the participants on how to use the Multi-Factored Assessment Tool (MFAT).

Participants to this training are the Grade I Teachers. Those who attended the Regional Mass Training and Orientation on MFAT in Tagaytay City will serve as trainer/facilitator.

There shall be no registration fee. However, food allowances and training materials including incidental expenses shall be charged to Special Education Fund subject to usual auditing and accounting procedures

Participants of this training shall enjoy a compensatory hour based on DepEd Order No. 53, series 2003.

For more information kindly contact Mr. Philip D. Cruz @ 531-263, details and other concern regarding the training.

Immediate and wide dissemination of this Memorandum is desired.

**DIVISION MASS TRAINING OF TEACHERS ON
MULTI-FACTORED ASSESSMENT TOOL (MFAT)**

10 – 11, May 2018 @ Gabaldon Hall, Cabuyao Central School, Cabuyao City

EXECUTIVE AND WORKING COMMITTEE

- | | | |
|-------------------|-----|--|
| Over-all Chairman | ... | Doris DJ. Estalilla
OIC – Schools Division Superintendent |
| Co – Chairmen | ... | Elvira B. Catangay
Assistant Schools Division Superintendent
Dr. Edna F. Hemedez
OIC – Chief, Curriculum Implementation Division
Jose Charlie S. Aloquin
OIC – Chief, Curriculum Implementation Division |
| Member | ... | Philip D. Cruz
EPS – ESP/ Values Education
Ma. Elsa Buenaagua
Sped Coordinator
Delia P. Tan
SPET Teacher
Ma. Melinda P. Dela Torre
SpEd Teacher |

TECHNICAL WORKING COMMITTEE

Committees	In -Charge	Terms of Reference
Awards and Certificate	Donna Lee Salariosa Madelyn Tiu	Prepare certificates for participants/recognition to winning writers, and working group and judges.
Programs	Marilou Reyes Marissa Fuyoc	Create for the activity. Ensure the opening and closing program effectiveness.
Registration and Documentation	Estrella Alinsunurin Jennifer Perez Herce Viray	Register attendees, take pictures, record events, prepare and submit narrative report of the event.
Food	Gladys Cunanan Shirley Laurenaria Ma. Carlota angara	Responsible for providing adequate and timely supply of foods of the participants. Prepare the meal attendance signed by the attendee.
Physical Arrangement and audio Visual Equipments	CCS SpEd Teachers	Responsible for arrangement of tables and chairs, contest venue Orderliness and cleanliness of the venue including provision of audio visual equipments.
Stage Decoration	Mamatid SpEd Teachers	Responsible for the stage design and tarpaulin.
Room Assignment/ Plenary	Delia P. Tan Flor Jane Cuaterno	Responsible in providing rooms for plenary
Supplies	Kamille RoseMendoza Novelita Asay Belinda Vasquez	Responsible in providing school supplies for group activity.
M&E	Marvin Vicente	Prepare On -line evaluation and consolidation.