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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
CITY SCHOOLS DIVISION OF BIÑAN CITY

DIVISION MEMORANDUM
No. **528**, s. 2021

24 Nov 2021

PIVOTAL IN THE NEW NORMAL: PURSUING INNOVATIVE VIRTUAL AND OFFLINE TEACHING AND LEARNING

To : Assistant Schools Division Superintendent
Chief, School Governance and Operations
Division Chief, Curriculum Implementation
Division
All School Heads
All Others Concerned

1. In reference to Division Advisory No. 029 s. 2021, the ARZONE Professional Development Inc., a NEAP authorized external learning service provider with Authorization No. LSP-2020-0005-1020, in collaboration with the City Schools Division of Biñan City through the Human Resource Development Section shall conduct the upskilling and re-skilling program for teachers via flexible learning entitled **PIVOTAL in the New Normal: Pursuing Innovative Virtual and Offline Teaching and Learning**.

2. The following are the program details with the specified target participants, registration fees, and dates:

Program/ Course	Objective/s	Target Participants	Registration Fee	Inclusive Dates
PIVOTAL in the New Normal: Pursuing Innovative Virtual	This training program aims to provide online professional development activities/learning sessions on various topics relevant to curriculum, instruction, and K12 requirements in the "new normal" with follow through programs/sessions during the school year, or on schedule based on availability of teachers.	110 Proficient Teachers	Php 4,500	November 2021 -July 2022 Week 1: November 29- December 3, 2021



Address: P. Burgos St. Brgy. Sto. Domingo, Biñan City Laguna
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3. The program implementation scheme are as follows:

- a. Phase 1 deals with capacity building activities for participants to help them prepare online modules and create effective and engaging learning environment both synchronous and asynchronous. This involves participation in series of webinars, online discussions, consultations with e-mentors and content area experts for the first two (2) months of program implementation.
- b. Phase 2 is curriculum integration and implementation through ALL (Administrators as Learners and Leaders) and PLC (Professional Learning Communities) which are online learning communities of participants. This will be carried through LAC sessions. Due to the current situation, some LAC sessions will be done online. These sessions are facilitated by designated administrators, teachers, and class advisers. The activities in the e-LAC sessions can range from small group discussions, sharing of best practices, analysis of articles, critique of theories, and research. The e-LAC sessions include the following: (1) Best practices in teaching and educational management, (2) analysis of students learning, (3) sharing of instructional and assessment plans, (4) conducting simulations approach in teaching, and (5) sharing of resources to enhance content knowledge.
- c. Phase 3 involves assessment, evaluation, and research. The program takes four (4) levels of evaluation such as reaction, learning, behavior, and results. Data will be collected from surveys, interviews, discussion boards, focus group discussions, reflections of participants, LAC session observations, webinar participation, and monthly module evaluation. By the end of the program, results of studies will be disseminated through project reports. These will be converted into journal article format which will be submitted to well-recognized and renowned ISI and Scopus indexed journals.

4. All teacher-participants must not be beneficiaries of other training/scholarship programs provided by DepEd and other External Learning Service providers (ELSPs), in good health condition and willing to join and finish the program.

5. Enclosed herewith is the number of teachers per school to participate on the program mentioned above and the Schedule of Activities.

6. Schoolheads are requested to submit their official list of participants and their Deped email address on **November 25, 2021** at **deped.hrdbinan@gmail.com** along with the letter of intent of teachers who are interested to join the program.

7. Payment of the registration fee of the participants shall be paid and processed by the SDO. Registration fees and other expenses to be incurred in the said program shall be charged against HRD downloaded funds (SARO No. OSEC-4A-21-3272) subject to COA rules and regulations.

8. List of official participants, other instructions, and registration link on the LMS shall be released in a separate memorandum.

9. Immediate dissemination of this Memorandum is desired.


EDNA FAURA-AGUSTIN
Schools Division Superintendent

Encl: As stated

Reference: Division Advisory No. 029, s. 2021

SGOD/HRD / PIVOTAL in the New Normal: Pursuing Innovative
Virtual and Offline Teaching and Learning

3920 / 11/24/2021



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ALLOTED NUMBER OF TEACHERS PER SCHOOL

SCHOOL		NO. OF TEACHERS
1	BIÑAN ELEMENTARY SCHOOL	5
2	CANLALAY ELEMENTARY SCHOOL	2
3	DELA PAZ MAIN ELEMENTARY SCHOOL	3
4	DELA PAZ WEST ELEMENTARY SCHOOL	2
5	DR. JOSE G. TAMAYO MEM. ELEM. SCHOOL	2
6	DR. M.Z.BATISTA MES	2
7	GANADO ELEMENTARY SCHOOL	1
8	LANGKIWA ELEMENTARY SCHOOL	1
9	LOMA ELEMENTARY SCHOOL	2
10	MALABAN EAST ELEMENTARY SCHOOL	2
11	MALABAN ELEMENTARY SCHOOL	5
12	MAMPLASAN ELEMENTARY SCHOOL	2
13	OUR LADY OF LOURDES ELEMENTARY SCHOOL	1
14	PAGKAKAISA ELEMENTARY SCHOOL	5
15	PEDRO H. ESCUETA MEM. ELEM. SCHOOL	1
16	PLATERO ELEMENTARY SCHOOL	2
17	SAN FRANCISCO ELEMENTARY SCHOOL	2
18	SAN VICENTE ELEMENTARY SCHOOL	3
19	SORO-SORO ELEMENTARY SCHOOL	2
20	SOUTHVILLE 5 ELEMENTARY SCHOOL (TIMBAO ANNEX)	2
21	SOUTHVILLE 5A ES-LANGKIWA	6
22	STO.TOMAS ELEMENTARY SCHOOL	3
24	TIMBAO ELEMENTARY SCHOOL	2
23	TOMAS A. TURALBA MES	2
25	TUBIGAN ELEMENTARY SCHOOL	1
26	ZAPOTE ELEMENTARY SCHOOL	1
27	BINAN INTEGRATED NATIONAL HIGH SCHOOL	10
28	BINAN SECONDARY SCHOOL OF APPLIED ACADEMICS	6
29	DELA PAZ NATIONAL HIGH SCHOOL	2
30	MAMPLASAN NATIONAL HIGH SCHOOL	2
31	NEREO R. JOAQUIN NATIONAL HIGH SCHOOL	2
32	SAINT FRANCIS INTEGRATED NATIONAL HIGH SCHOOL	3
33	SOUTHVILLE 5A INTEGRATED NATIONAL HIGH SCHOOL	5
34	JACOBO Z GONZALES MNHS	10
35	Biñan City Science & Technology High School	1
36	Biñan City Senior High School-Timbao Campus	1
37	Biñan City Senior High School-Sto.Tomas Campus	1
38	Biñan City Senior High School-San Antonio Campus	5
TOTAL		110



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PIVOTAL SCHEDULE OF ACTIVITIES

PROGRAM OVERVIEW

Activity	Duration	Inclusive dates
Phase 1: Capacity Building Activities in the New Normal	2 months	November 2021-February 2022
Phase 2: Curriculum Integration and Implementation	5 months	February-July 2022
Phase 3: Assessment, Research and Evaluation	7 months	November 2021-July 2022

PHASE 1: CAPACITY BUILDING ACTIVITIES

WEEK 1

Module 1: Blended Learning: What it is and how it works

Date/s: **November 29-December 3, 2021**

Date	Time	Topic/Activity
Monday	1:00pm-2:00pm Self-paced	Program Overview Navigating the LMS Pretest via Google Classroom
Tuesday	9:00-11:00	Plenary Session 1: Education in the New Normal
Wednesday	9:00-11:00	Plenary Session 2 (Module 1) Blended Learning: What it is and how it works
Thursday	Self-paced	Asynchronous Task Discussion board
Friday	Self-paced	Post Test, Reflection and Self evaluation

WEEK 2
Module 2: Flexible Learning in the New Normal

 Date/s: **December 6-10, 2022**

Date	Time	Topic/Activity
Monday	Self-paced	Pre-Test via Google Classroom
Tuesday	9:00-11:00	Plenary Session 3 (Module 2) Flexible Learning in the New Normal
Wednesday	9:00-11:00	Plenary Session 4 (Module 2 – cont.) Continuation of Flexible Learning in the New Normal
Thursday	Self-paced	Asynchronous Task Discussion board
Friday	Self-paced	Post Test, Reflection and Self evaluation

WEEK 3
Module 3: Migrating Classes to Flexible Mode

 Date/s: **January 10-14, 2022**

Date	Time	Topic/Activity
Monday	Self-paced	Pre-Test via Google Classroom
Tuesday	9:00-11:00	Plenary Session 5 (Module 3) Migrating Classes to Flexible Mode <ul style="list-style-type: none"> ▪ Technology-enhanced learning
Wednesday	9:00-11:00	Plenary Session 6 (Module 3 cont.) Continuation of Migrating Classes to Flexible Mode
Thursday	Self-paced	Asynchronous Task Discussion board
Friday	Self-paced	Reflection and Self evaluation

WEEK 4
Module 3: Migrating Classes to Flexible Mode

 Date/s: **January 17-21, 2022**

Date	Time	Topic/Activity
Monday	Self-paced	Pre-Test via Google Classroom
Tuesday	9:00-11:00	Plenary Session 7 (Module 3 cont.) Core elements for supporting “disrupted classes, undisrupted learning”
Wednesday	9:00-11:00	Plenary Session 8 (Module 3 cont.) Introduction to learning Commons
Thursday	Self-paced	Asynchronous Task Discussion board
Friday	Self-paced	Post Test, Reflection and Self evaluation

WEEK 5
Module 4: Designing Instructional Materials for Flexible Learning

 Date/s: **January 24-28, 2022**

Date	Time	Topic/Activity
Monday	Self-paced	Pre-Test via Google Classroom
Tuesday	1:00-3:00	Session Topic: The Instructional Design Process - 5 Stages of ADDIE
Wednesday	1:00-3:00	Session Topic: Available digital learning resources
Thursday	Self-paced	Asynchronous Tasks Discussion board
Friday	Self-paced	Reflection and Self evaluation

WEEK 6
Module 4: Designing Instructional Materials for Flexible Learning

 Date/s: **February 7-11, 2022**

Date	Time	Topic/Activity
Monday-Friday	Self-paced	Preparation of Instructional Materials

**May schedule consultation session/s with content area specialists*
WEEK 7
Module 5: Assessment in the Flexible Learning Environment

 Date/s: **February 14-18, 2022**

Date	Time	Topic/Activity
Monday	Self-paced	Pre-Test via Google Classroom
Tuesday	1:00-3:00	Session Topic/s: <ul style="list-style-type: none"> ▪ Formative and Summative Assessment ▪ Assessment Methods
Wednesday	1:00-3:00	Session Topic/s: <ul style="list-style-type: none"> ▪ Online Tools/Applications for Interactive Assessment ▪ Assessment Criteria and Task
Thursday	Self-paced (With tech and e-mentor)	Asynchronous Task Discussion board
Friday	Self-paced	Reflection and Self evaluation

WEEK 8
Module 5: Assessment in the Flexible Learning Environment

 Date/s: **February 21-25, 2022**

Date	Time	Topic/Activity
Monday-Friday	Self-paced	Preparation of Assessment Tasks

**May schedule consultation session/s with e-Mentors*