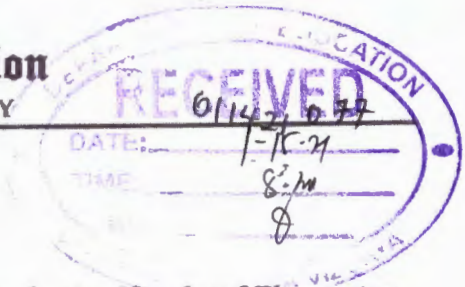




Republic of the Philippines  
**Department of Education**  
 REGION II – CAGAYAN VALLEY



**ADVISORY**  
 January 14, 2020

*This Advisory is issued to all Schools Division Superintendents, Heads of Elementary and Secondary Schools, and All Others Concerned*

**PROFESSIONAL DEVELOPMENT PROGRAMS (PDP) OFFERED BY ARCZONE PROFESSIONAL DEVELOPMENT, INC. FOR TEACHERS AND SCHOOL LEADERS**

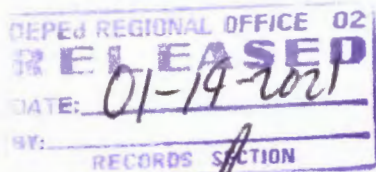
This is to inform you of the Professional Development Programs (PDP) offered by ARCZONE Professional Development, Inc. for for teachers and school leaders as attached. Attendance to the trainings shall be voluntary and will be charged at participant's own expense. For details of the program, questions and other clarifications, you can contact ARCZONE Professional Development, Inc. through tel nos. (02) 7900-5176/ 8781-6895/ 8710-5531, mobile no. 09215761676, email at [arczone\\_educphil@yahoo.com](mailto:arczone_educphil@yahoo.com) or visit their website at [www.arczoneprofdev.com](http://www.arczoneprofdev.com).

Immediate dissemination of this Advisory is desired.

**BENJAMIN D. PARAGAS, PhD, CESO V**  
 Director IV/Regional Director

*For the Regional Director:*

**ATTY. JOSE MARIO M. MACARILAY**  
 Chief Administrative Officer  
 Administrative Division



<b>ADVISORY</b>		Date: 1-15-20	Released (Records): page
To:	<input checked="" type="checkbox"/> PSDS/DICS	<input checked="" type="checkbox"/> Elem/Sec School Heads	
	<input type="checkbox"/> Private Schools	<input type="checkbox"/> Others:	
For:	<input checked="" type="checkbox"/> Information	<input checked="" type="checkbox"/> Dissemination	
	<input checked="" type="checkbox"/> Guidance	<input type="checkbox"/> Strict Compliance	
<b>RACHEL R. LLANA PhD, CESO VI</b> OIC, Office of the Schools Division Superintendent			
By:	<input type="checkbox"/> ASIS	<input type="checkbox"/> OIC/Chief	<input checked="" type="checkbox"/> SAC/Chief

*Rachel R. Llana*  
01-14-2020

HRDD/jbs/cgu



Address: Regional Government Center, Carig Sur, Tuguegarao City, 3500  
 Telephone Nos.: (078) 304-3855; (078) 396-9728  
 Email Address: [region2@deped.gov.ph](mailto:region2@deped.gov.ph)  
 Website: [region2.deped.gov.ph](http://region2.deped.gov.ph)



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 As of: **July 2, 2018** Page: **1**





# ARCZONE

PROFESSIONAL DEVELOPMENT INC.

**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.



**Duration: 10 months**

Levels of Evaluation	Possible Respondent/ Sources of Information	Participatory Techniques for Data Gathering	Timeline for Data Gathering
<b>Level 1: Reaction</b>	Participants, program management team	Survey using tools for daily evaluation of session, facilitators and daily operations.  Online focus group discussion with select participants.  Daily monitoring and evaluation of outputs using the Learning Management System (LMS)	During and immediately after delivery of the training and e-LAC session
<b>Level 2: Learning</b>	Participants	Administration of pre- and post-webinar assessment.  Workshop activities, online demonstrations and presentations	During the conduct of training and e-LAC session
<b>Level 3: Behavior</b>	Participants, immediate superior, peers, and subordinates of participants,	Survey via Google Forms, online focus group discussion, and virtual interviews  Result of performance evaluation classroom observation recording of online classes  Quality of implementation of work application projects or special projects	After the training and e-LAC Sessions
<b>Level 4: Results</b>	Participants, immediate superior, peers and subordinates of participants, students	Impact studies  Assessing student learning competencies	After completion of training and e-LAC sessions

**For inquiries and reservations please contact us through the following:**

*E-mail:* [arczone\\_eduphil@yahoo.com](mailto:arczone_eduphil@yahoo.com)

*Landline Nos.:* (02) 7900-5176 / 8781-6895 / 8710-5531

*Smart:* 0921-576-1676

*Facebook Page:* @ArczoneProfDev

*Website:* [www.arczoneprofdev.com](http://www.arczoneprofdev.com)





**A 5-day Online Seminar-Workshop on  
Addressing Mental Health Issues Amidst the COVID-19 Pandemic  
(9 CPD Units)**

**Training Details**

Dates: To be determined by the Division

Webinar platform: via **Zoom/Google Meet**

Post webinar platform: **Schoology/Google Classroom** (Learning Management System)

Target participants: *School Administrators, Mid-level School Managers, Guidance Counsellors, Homeroom Advisers and Teachers*

Registration fee: **Php 2,000/pax**

*\*\*Minimum of 250 participants*

**Program of Activities**

Day	Time	Topic/Activity
Day 1	9:00am-12:00nn	Topic 1: <b>Re-orientation of mental health</b> Topic 2: <b>Learning Skills on Mental Health Check</b>
	Afternoon	<i>Asynchronous Workshop Reinforcement Activities</i>
Day 2	9:00am-12:00nn	Presentation of Outputs/Feedback Session
Day 3	9:00am-12:00nn	Topic 3: <b>Basic Concepts of Psychological First Aid</b> Topic 4: <b>Psychological First Aid in the context of COVID</b>
	Afternoon	<i>Asynchronous Workshop Reinforcement Activities</i>
Day 4	9:00am-12:00nn	Presentation of Outputs/Feedback Session
Day 5	9:00am-12:00nn	Topic 5: <b>Stress and its Effects on Mental Health</b> Topic 6: <b>Adjusting to the New Normal</b>
	Afternoon	<i>Post Webinar Activities Reflection</i>

*Guest lecturers/facilitators are registered psychologists, guidance counselors, psychometricians, certified mental health first aider from Philippine Normal University – Manila, De La Salle University – Taft, University of the Philippines – Diliman, University of Santo Tomas – España, etc.*



**A 5-day Online Seminar-Workshop on Remote Learning through  
Radio-based Instruction in the New Normal**

**Training Details**

Dates: **To be determined by the Division**  
 Webinar platform: via **Zoom/Google Meet**  
 Post webinar platform: **Schoology/Google Classroom**  
 Target participants: **School Administrators and Teachers**  
 Registration fee: **Php 2,000/pax**  
*\*\*Minimum of 250 participants*

**Program Topics**

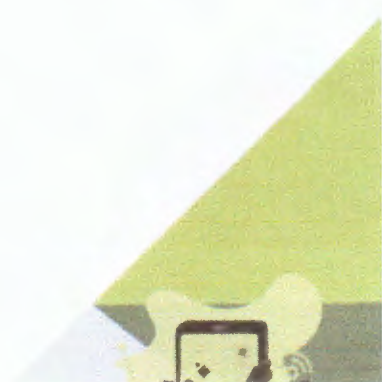
Day/Time	Day 1	Day 2	Day 3	Day 4	Day 5
<b>AM</b>	Radio as a Medium  Writing for the Ear  Basic Radio Performance	The Radio Production Process  Radio for Instruction  Radio and the Online Media	Producing Live Radio	Strategies in addressing learners' needs in the new normal	Active learning through synchronous and asynchronous teaching
<i>Asynchronous Activities via LMS</i>					
<b>PM</b>	Live and Pre-recorded Radio  Radio Equipment and Studios for Live and Pre-recorded	Audio Technologies  Recording, Editing and Sound Design	Producing Pre-recorded Radio	Continuation of strategies in addressing learners' needs in the new normal	Assessment in Remote Learning
<i>Asynchronous Activities via LMS</i>					

**Accredited by:**

**National Educators Academy of the Philippines (NEAP)**  
*as a Learning Service Provider*  
**Civil Service Commission (CSC)**  
*as a Learning and Development Institution*

**Authorized by:**

**Professional Regulation Commission (PRC)**  
*as CPD Provider*





# **ARCZONE**

**PROFESSIONAL DEVELOPMENT INC.**

**Subscription Fee: Php 4,500** (for 1 school year; may be paid in staggered basis)

**Target No. of Participants: 250-300 pax per group**

## **Program Information:**

1. For school administrators:

**SCAFFOLDEd** (*School in Crisis Action For Fundamental Online Leadership and Distance Education*)

Proposed Groupings:

One group for Elementary School Administrators

One group for JHS and SHS Administrators, EPS, and PSDS

2. For teachers:

**PIVOTAL** in the New Normal: *Pursuing Innovative Virtual and Offline Teaching and Learning*

Proposed Groupings:

For **Kindergarten to Grade 3**, one to two groups per level

For **Grades 4-6**, one group per learning area

For **Grades 7-10**, one group per learning area

For **SHS**, one group per track and/or strand

3. For parents:

**LEADERS @ Home** in the Midst of COVID Pandemic (*Leading, Educating, and Developing Resilient Students*)

Proposed Groupings:

For **Kindergarten to Grade 3**, one to two groups per level

For **Grades 4-6**, one group per learning area

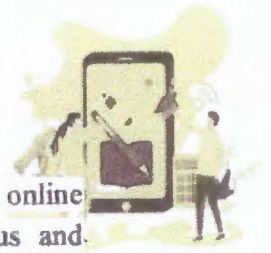
For **Grades 7-10**, one group per learning area

For **SHS**, one group per track and/or strand



## Phases:

*Phase I* 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.



### ***Duration: 2 months***

**For Synchronous:** 2 sessions of 1-hr webinar are to be delivered weekly

**For Asynchronous:** 3 days of self-paced asynchronous hands-on training per week with technical and e-Mentor support on standby

### ***Topics and Objectives:***

#### **SCAFFOLDEd**

##### **Week 1: The role of school heads in managing flexible learning**

- Determines the important characteristics of school heads in managing flexible learning environment
- Identifies critical results of flexible learning modes
- Analyzes cases of different instructional leaders managing alternative delivery modes

##### **Week 2: Building Professional Learning Communities for flexible learning**

- Creates a program on teacher training on flexible learning
- Creates an intervention program using the priority learning competencies
- Plans a specific program to help teacher in a flexible learning environment.

##### **Week 3: Evaluating the Results of flexible learning modes**

- Uses achievement test results to evaluate flexible learning modes
- Uses assessment results to help teachers improve on their delivery
- Creates an individual instructional development plan for a teacher

##### **Week 4: Creating a plan for flexible learning deliveries**

- Integrates in the school improvement plan the flexible learning delivery modes
- Identifies strategies to implement learning delivery modes
- Provides success indicators for the learning delivery modes



## **Weeks 5 & 6: Flexible Learning – the New Normal**

- Introduces participants to various strategies in flexible learning via modules delivered through courier services; tele-lessons; radio school; and online LMS.



## **Weeks 7 & 8: Migrating Classes to Flexible mode**

- Trains participants in the process of analyzing F2F materials and strategically migrating lessons to flexible and/or online modality. This session also introduces participants to learning commons like the DepEd Commons which are open sources of learning resources for K to 12.

## **PIVOTAL**

### **Weeks 1 & 2: Flexible Learning – the New Normal**

- Introduces participants to various strategies in flexible learning via modules delivered through courier services; tele-lessons; radio school; and online LMS

### **Weeks 3 & 4: Migrating Classes to Flexible mode**

- Trains teachers in the process of analyzing F2F materials and strategically migrating lessons to flexible and/or online modality.
- Introduces participants to learning commons like the DepEd Commons which are open sources of learning resources for K to 12

### **Weeks 5 & 6: Designing Instructional Materials for Flexible Learning**

- Talks about modules or self-learning kits, radio lesson episodes; videos clips, and other interactive online materials
- Prepares of a huge online resource where localized and contextualized learning materials are made accessible to the participants

### **Weeks 7 & 8: Assessment in the Flexible Learning Environment**

- Trains participants on preparing assessment materials for remote learning in general and for online classes in particular
- Familiarizes language teachers on the various online applications that may be used for designing interactive assessments like Kahoot, Slido, Quizlet, Flipgrid, Formative, Plickers, Socrative, etc.



## LEADERS @ Home

### **Weeks 1 & 2: Motivating my child to learn at home**

- Devise ways to sustain the interest of the child to learn
- Provide solutions to case scenarios
- Collaborate with other parents to design home activities that interests the child

### **Weeks 3 & 4: How to teach my child?**

- Demonstrate different ways of facilitating learning
- Plan a lesson that follows a teaching and learning principle
- Use the national curriculum to determine what to teach the child

### **Weeks 5 & 6: Preparing instructional materials for learning**

- Use instructional materials to deliver a lesson
- Design an instructional material for a lesson
- Get involved with other parents to select useful instructional materials for the child

### **Weeks 7 & 8: Ensuring that the child is learning**

- Determine evidence of learning
- Make drills and exercises for the child
- Design tasks that show higher order thinking and outcomes

**Duration: 2 months**

*Phase 2 is curriculum integration and implementation through ALL (Administrators as Learners and Leaders), PLC (Professional Learning Communities), and PALS (Parents as Learners) which are an online learning community of participants. This will be carried through LAC sessions. These communities intend to build a collaboration in promoting a culture of good teaching, leading, managing, and parenting. The goal of their actions is to enhance their effectiveness as managers and educators so that students benefit (Astuto et al., 1993).*

Due to the current situation, some LAC sessions will be done online. These sessions are facilitated by designated administrators, teachers, class advisers, and/or parents. 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.

**Duration: 10 months**