



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

09 November 2023

SCHOOLS DIVISION MEMORANDUM

No. 415,

s. 2023

**CAPABILITY BUILDING OF TEACHERS ON THE UTILIZATION OF SCIENCE
AND MATHEMATICS EQUIPMENT**

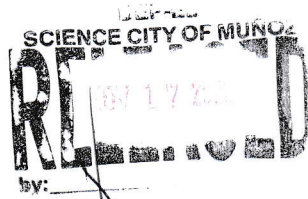
To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary Schoolheads
All Others Concerned

1. This Office announces the conduct of Capability Building on the Utilization of Science and Mathematics Equipment for Elementary Science and Math Teachers on November 25, 2023 at Muñoz Central School, 8:00 a.m. to 5:00 p.m.
2. The objectives of this activity are:
 - a. to capacitate science and math teachers on the proper use of science and math equipment in classroom activities,
 - b. to revalidate the skills acquired by science and math teachers on the proper handling and use of equipment through actual conduct of science and math activities, and
 - c. to encourage science and math teachers to promote learning by doing in the classroom.
3. Service credits for teaching personnel and Compensatory Overtime Credit (COC) for non-teaching personnel will be granted in lieu of the activity that will fall on weekend per DO No. 53, s. 2003, titled *Updated Guidelines on Grant of Vacation Service Credits to Teachers*, and Civil Service Commission-Department of Budget and Management Joint Circular No. 2, s. 2015, re: *Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees*, respectively.
4. For the information and guidance of all concerned, enclosed are the following:
 - a. Matrix of Activities, and
 - b. Program Management Team and Technical Working Group.
5. For queries, please communicate with Dr. Nelie D. Sacman, CID-EPS, through her messenger or cellphone number 09178729345.



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6. Wide dissemination of this Memorandum is earnestly desired.



JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent

Encl: As stated
Reference: None
To be indicated in the Perpetual Index
Under the following subjects:

TECHNICAL ASSISTANCE

CID/NDS / capbuild
001/November 9, 2023



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Enclosure No. 1 to Schools Division Memorandum No. AN, s. 2023

Matrix of Activities

Part I. Opening Program	8:00AM-8:30AM
Part II. Training Proper A. Familiarization with the Use of Common Laboratory Equipment in Science B. Teaching Demonstration on the Common Laboratory Operations C. Safety Precautions in the Laboratory D. Mathematics MELCs Walkthrough E. Demonstration of Manipulative Materials for Teaching Mathematics	Resource Speaker William M. Cinense, RChem. Teacher II, MNHS-Main (SHS) Leilani D. Tidalgo EdD OIC-EPS Mathematics



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SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. 2 to Schools Division Memorandum No. 411, s. 2023

PROGRAM MANAGEMENT TEAM

Consultants **JOHANNA N. GERVACIO PhD, CESO V**
 Schools Division Superintendent

ERLEO T. VILLAROS PhD
 OIC-Assistant Schools Division Superintendent

Chair **LARRY B. ESPIRITU PhD**
 Chief ES- Curriculum Implementation Division

Co-chairs

 Nelie D. Sacman PhD
 Winnie W. Poli
 Leilani D. Tidalgo EdD

Technical Working Group

 Veronica M. Aquino
 Teresita Ventura
 Eva E. Garcia
 Alma Grace P. Corpuz
 Agnes C. Bengano
 Hederlyn L. Ferrer
 Helen V. Alvaran