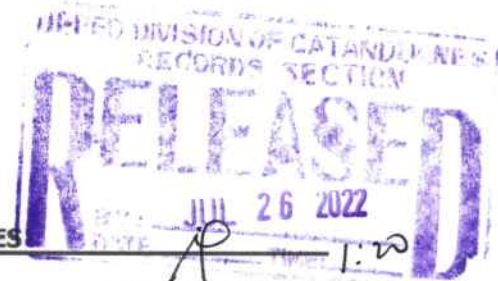




Republic of the Philippines
Department of Education
Region V - Bicol
SCHOOLS DIVISION OFFICE OF CATANDUANES



22 JULY 2022

DIVISION MEMORANDUM
No. 360 s. 2022

**DIVISION WORKSHOP ON THE PRODUCTION OF VIDEO LESSONS IN SPECIAL
EDUCATION (SPED) PROGRAM**

TO: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads
All concerns

1. The Schools Division of Catanduanes through the Curriculum Implementation Division shall conduct a Division Workshop on the Production of Video Lessons in Special Education (SPED) Program on August 8-12, 2022 (Day 0 – August 7, 2022 at 3:00 PM). The venue will be announced later.
2. The workshop is a live-in activity with the following schedules:

Scriptwriters: 3 days live-in (August 8-10, 2022)
Other Production Teams: 5 days live-in (August 8-12, 2022)
3. Specifically, the division workshop aims to enable the participants to:
 - a. create new video episodes for SPED Program (pre-production and production);
 - b. evaluate and edit submitted video lessons (post production);
 - c. provide exposures to potential new members of Production Team, and
 - d. provide model localized/contextualized video lessons for SDO-Catanduanes according to set guidelines of DepEd-LRMDS.
4. The division workshop shall be conducted in a limited face-to-face modality observing social distancing and health protocols to ensure safety of participants and personnel amidst Covid-19 pandemic. **Only fully-vaccinated participants shall be allowed to attend the training.**
5. Teacher participants are entitled to 3 or 5-days service credits in accordance with DepEd order No. 53, s.2 003, entitled Granting of Service Credits to Teachers.
6. Enclosed herewith are the list of participants and Training Matrix for reference.
7. Participants are expected to bring the following:





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- a. Laptop for each participant
 - b. USB Flash Drive
 - c. Headphone
 - d. Extension wire
 - e. Condenser/mixer, if available
 - f. Soft and hard copies of Scripts, Learning Resources (SLMs,/ LAS,/ SMILE-LPs)
8. Snacks, meals and other expenses relative to this activity shall be charged against Division FLO Fund while travel expenses of the participants is chargeable to school MOOE subject to the usual accounting and auditing rules and regulations.
9. For information, guidance and compliance.


SUSAN S. COLLANO
Schools Division Superintendent

Encl.:

References:

To be indicated in the Perpetual Index

Under the following subjects:

CTS/ DIVISION WORKSHOP ON THE PRODUCTION OF VIDEO LESSONS IN SPECIAL EDUCATION (SPED) PROGRAM
7/22/2022



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DepEd Tayo - Region V - Catanduanes



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Enclosure No. 1 to Div. Memo No. _____ s. 2022

**DIVISION WORKSHOP ON THE PRODUCTION OF VIDEO LESSONS IN
 SPECIAL EDUCATION (SPED) PROGRAM**
August 8-12, 2022

LIST OF PARTICIPANTS

NO.	KEY STAGE	NAME	SCHOOL	DISTRICT
SCRIPTWRITERS				
1.		Marites O. Tatel	Bato Central ES	Bato East
2.		Paul Xavier Tejerero	Bato Central ES	Bato East
3.		Romelyn Boneo	Cabugao IS	Bato West
4.		Francia P. Alberto	Caramoran Central ES	Caramoran North
5.		Alddine Mae T. Miraran	Tucao-Maysuram ES	Caramoran North
6.		Glenda Isorena	Pandan Central ES	Pandan West
7.		Liza M. Molod	JMAMES	Virac North
8.	Secondary	Aileen Bajaro	CNHS	Virac North
9.		Dolor Z. Briquillo	CNHS	Virac North
10.		Christine T. Salasayo	CNHS	CNHS
11.		Jodita Gallora	Calatagan HS	Virac North
12.	TV BROADCASTERS			
13.		Janelyn G. Belmonte	San Andres Central ES	San Andres East
14.		Aileen Bajaro	CNHS	Virac North
MASTER EDITORS				
15.		Zarita M. Boneo	Bigaa ES	Virac North
16.		Mary Joe A. Tumala	JMAMES	Virac North
17.		Mailene S. Maglaqui	JMAMES	San Andres East





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18.		Ian Dexter Miraran	Obi ES	Caramoran South
DIRECTORS OF PHOTOGRAPHY				
19.		Dianne Frits M. Zafe	JMAMES	Virac North
20.		Christine Phoebe C. Bien	CNHS	Virac North
ILLUSTRATOR				
21.		Celeste P. Tria	JMAMES	Virac North
MUSICAL SCORER				
22.		Anatoly Rafael Arcilla	VPES	Virac North
TRAINERS/FACILITATORS				
23.		John Anthony F. Romero	CNHS	Virac North
24.		Rhona Columna	San Andres Central ES	San Andres East
25.		Donald Karl T. Sorral	CNHS	Virac North
26.		John Michael F. Sarte	SAVS	San Andres East
Quality Assurance Team				
27.		Augusto R. Vargas	Virac Pilot ES	Virac North
28.		Jupiter Torno	Carorian ES	Bato East
TRAINING MANAGER				
29.	Cynthia T. Soneja, EPS		SDO-CID	
SAFETY/HEALTH OFFICER				
30.	SGOD Health Personnel			





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**DIVISION WORKSHOP ON THE PRODUCTION OF VIDEO LESSONS IN
 SPECIAL EDUCATION (SPED) PROGRAM**
August 8-12, 2022
TRAINING MATRIX

TIME	DAY 0	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
6:00-7:00			BREAKFAST			
7:30- 8:00		OPENING PROGRAM	MCL			
8:00-8:30						
8:30-12:00		<ul style="list-style-type: none"> Reviewing and Assessing submitted outputs/Scripts Polishing of Scripts <ul style="list-style-type: none"> Zarita M. Boneo Mary Joe A. Tumala Mallene S. Maglaqui Ian Dexter Miraran Rhona Columna Augusto Vargas Jupiter Torno 	<ul style="list-style-type: none"> Review for Missing or Additional Illustrations Storyboarding <ul style="list-style-type: none"> Exemplification Assessment <ul style="list-style-type: none"> JM Sarte Christine Phoebe Eien Celeste Tria 	<ul style="list-style-type: none"> Review for Missing or Additional Illustrations Illustration of segments needed in OBB, Creative Repetition and Opening Spiel <ul style="list-style-type: none"> Production Team 	<ul style="list-style-type: none"> Final Curing OBB Presentation Editing OBB Creative Repetition Opening Spiel <ul style="list-style-type: none"> JM Sarte Rhona Columna Christine Phoebe Bien 	Final Curing Creative Repetition Voice Over -Production Team
12:00-1:00		LUNCH				
1:00-5:00/ 3:00-5:00	Arrival/ Registration	<ul style="list-style-type: none"> Scoring of Music and Lay-outing of Music Add -ons Storyboarding OBB Creative Repetition 	<ul style="list-style-type: none"> Curing <ul style="list-style-type: none"> Creative Creation Storyboarding <ul style="list-style-type: none"> OBB Creative Repetition 	<ul style="list-style-type: none"> Curing <ul style="list-style-type: none"> Assessment CBB Illustrating of Segments needed in Presentation, Opening Spiel and closing Spiel Presentation 	<ul style="list-style-type: none"> Final Curing <ul style="list-style-type: none"> Exemplification CBB Editing OBB Creative Repetition Opening Spiel 	Presentation of Outputs Augusto Vargas Jupiter Torno





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		- Anatoly Arcilla	Production Team		Don Karl Sorral JM Sarte Rhona Columna	3:00 -4:00 CLOSING PROGRAM
5:00-6:00	Setting-up of Studio/Equipment	<ul style="list-style-type: none"> Recording of Voice Over of Segments John Anthony F. Romero Don Karl Sorral 	Curing of Exemplification Identification of Locations for the segments John Anthony Romero	Final review of Episodes Voice-Over Recording -Training Team		
6:00-7:00	DINNER					
7:00-8:00	Presentation of Action Research Findings on the Utilization of SLMs in Araling Panlipunan/ Submission of Outputs/Scripts - Augusto Vargas - Jupiter Torno	Cont. <ul style="list-style-type: none"> Recording of Voice Over of Segments John Anthony F. Romero Anatoly Arcilla 	<ul style="list-style-type: none"> Review for Missing or Additional Illustrations Illustration of segments needed in OBB, Creative Repetition and Opening Spiel -Don Karl Sorral -Jupiter Torno -Augusto R. Vargas -Celeste Tria	Final review of Episodes Voice-Over Recording - Production Team	Continuation of the Workshop - Production Team	
Officers of the Day	Mailene S. Maglaqui Zarita M. Boneo	Mary Joe Tumala Dianne Fritz M. Zafe	Janelyn Belmonte Francia P. Alberto	Augusto R. Vargas Rhona Columna	Jupiter Torno Christine Phoebe Bien	Elmer V. Tab
8:00-12:00	SETTLING					





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Prepared by:

CYNTHIA T. SONEJA
Education Program Supervisor

NOTED:

ROMEL G. PETAJEN
Chief Education Supervisor, CID

