



Republic of the Philippines
Department of Education
 REGION VII – CENTRAL VISAYAS
SCHOOLS DIVISION OF BOHOL

**Office of the Schools Division
Superintendent**

March 8, 2021

DIVISION MEMORANDUM
 No. 137, s. 2021

VIRTUAL IN-SERVICE TRAINING OF TEACHERS (INSET) 2021

**TO : ASST. SCHOOLS DIVISION SUPERINTENDENTS
 EDUCATION PROGRAM SUPERVISORS
 PSDSs/ACTING PSDSs
 ELEMENTARY & SECONDARY SCHOOL HEADS
 ALL OTHERS CONCERNED**

1. Pursuant to DepEd Order No. 012, s. 2021 entitled “Amendment to DepEd Order 030, s. 2020” dated March 2, 2021, the In-Service Training of Teachers (INSET) will be conducted on March 15-19, 2021. This activity is to be done virtually (virtual INSET) by the use of different technology platforms and with adherence to the IATF health and safety protocols.
2. The INSET aims to address the learning gaps and to give additional pedagogical time to teachers for the different learning delivery modalities.
3. Below is the Activity Matrix for the INSET:

DAY 1 March 15, 2021	DAY 2 March 16, 2021	DAY 3 March 17, 2021	DAY 4 March 18, 2021	DAY 5 March 19, 2021
School-based INSET	<p style="text-align: center;">08:30 – 10:30AM SDO Accomplishments and Best Practices (Dr. F. Toradio, Dr. C. Restificar, Dr. D. Deligero)</p> <p style="text-align: center;">10:30 – 12:00NN National Topic - Video Editing Techniques in Producing Quality Video Lesson (Neil Arvin Bautista)</p> <p style="text-align: center;">To be conducted by the Schools Division Office thru facebook live DepEd Tayo Bohol Division Page</p>	<p style="text-align: center;">08:00 – 12:00 NN Positive Discipline (Dr. J. Maestrado) and Psychosocial Support (Medical Personnel)</p> <p style="text-align: center;">To be conducted by the Schools Division Office thru facebook live DepEd Tayo Bohol Division Page</p>	<p style="text-align: center;">09:00 – 10:30AM National Topic - Interactive Instructional Materials (Ariel A. Delos Santos)</p> <p style="text-align: center;">10:30 – 12:00NN Mental Health (Dr. MarIA Aurora Luma-ad)</p> <p style="text-align: center;">To be conducted by the Schools Division Office thru facebook live DepEd Tayo Bohol Division Page</p>	<p style="text-align: center;">School-based INSET</p> <p>Suggested Topics for the School-based INSET:</p> <ul style="list-style-type: none"> • Assessment of Q1 Learners’ Performance and Quarter Review of BE-LCP Implementation • IPCRF/OPCRF Review • LAC Sessions • Coaching and Mentoring • SLM Review and Reproduction • Other topics relevant to the developmental needs of the teachers and School Heads

4. Other suggested topics that can be accessed thru virtual are the following:

DATE AND TIME	TOPIC
March 15, 2021 1:00-4:00 PM	Effective Delivery of Synchronous/ Asynchronous Teaching (Mark Anthony C. Sy)
March 16, 2021 1:00-2:30 PM	A New Normal: The Critical Role of Assessment in Online Learning Salvador Manansala I
March 17, 2021 1:00-2:30 PM	Overview of R.A. 10173, The Data Privacy Act of 2012 (Glenah A. Taguibao)
This topic can be streamed live through the Official Youtube Channel of the DepEd EdTech Unit at www.youtube.com/c/educationaltechnologyunit	

5. To ensure the participation of the teachers during the online delivery of topics/content by the CO and SDO, the school heads shall strictly monitor their attendance and collect a narrative report (with photo) per session containing their insight to be shared during the school-based INSET.
6. This activity will be monitored by the Public Schools District Supervisors. Education Program Supervisors and SGOD Team shall also conduct random monitoring in the three (3) Congressional Districts. It is directed that this is a **school-based activity**. In no way shall it be conducted outside the school premises.
7. Expenses relative to the conduct of the INSET such as meals, communication/data allowance (per DM No. 626 and DO No. 38 s. 2020) and travel expenses shall be charged to the School MOOE/SEF/local funds, subject to the usual accounting and auditing rules and regulations.
8. Participants can claim reimbursement of Daily Travel Expenses, if they report to other than their respective schools for them to connect/attend the virtual INSET.
9. Furthermore, those participants who opted to report at their respective classrooms to attend the virtual INSET may be included for the procurement of meals and snacks from a Philgeps-registered caterer.
10. For homebased participants only communication allowance shall be claimed.
11. Immediate and wide dissemination of this Memorandum is directed.


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 Schools Division Superintendent