



Republic of the Philippines  
**Department of Education**  
REGION III – CENTRAL LUZON  
SCHOOLS DIVISION OF SAN JOSE DEL MONTECITY  
PARTIDA ELEMENTARY SCHOOL

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**Office of the Principal**

January 19, 2023

**School- Based Memorandum**  
**No. 1, s. 2023**

**SCHOOL LEARNING ACTION CELL FOR THE MONTH OF JANUARY**

To: Teaching Personnel  
All Other Concerned

1. This office announces the forthcoming School Learning Action Cell for Teachers entitled: **“SCHOOL-BASED SEMINAR ON PROJECT CREATING ANIMATED LEARNING MATERIALS (CALM) AND CRAFTING OF FORMATIVE ASSESSMENT TOOLS FOR EARLY LANGUAGE LITERACY AND NUMERACY (ELLN)”** on January 27, 2023, 9:00-11:00 am. and 1:00-3:00 p.m. at Partida Elementary School.
2. Objectives of the sessions will be:
  - a. Acquire knowledge about creating animated learning materials.
  - b. Craft a formative assessment tool for early language literacy and numeracy.
  - c. Show passion and sense of responsibility in every task given.
3. Participants to the SLAC session will be the school head, and teachers in all grade levels. (Kinder to Grade Six)
4. See enclosure 1, 2 and 3 for the Technical Working Committee, Training Matrix and the Program and List of Participants.
5. 100% attendance is enjoined for all participants.
6. Immediate and wide dissemination of this memorandum is earnestly desired.

**VIRGINIA V. MANUEL**  
Principal I



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**ACTIVITY DESIGN**

**I. TITLE: SCHOOL-BASED SEMINAR ON PROJECT CREATING ANIMATED LEARNING MATERIALS (CALM) AND CRAFTING OF FORMATIVE ASSESSMENT TOOLS FOR EARLY LANGUAGE LITERACY AND NUMERACY (ELLN)**

**II. OBJECTIVES:**

1. Acquire knowledge about creating animated learning materials.
2. Craft a formative assessment tool for early language literacy and numeracy.
3. Show passion and sense of responsibility in every task given

**III. SETTING OF ACTIVITY:**

Date and Time: January 27, 2023  
9:00-11:00 am/1:00-3:00pm  
Venue: Partida Elementary School

**IV. PARTICIPANTS:**

Teachers	52
School Head	<u>1</u>
Total	53

**V. BUDGETARY REQUIREMENTS**

Meals		
Snacks	53 x P80.00/pax=	P4,240.00

**VI. SOURCE OF FUND**

MOOE

Prepared:

**MARK ACE C. DELA CRUZ**  
Administrative Officer II

Approved:

**VIRGINIA V. MANUEL**  
Principal I



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(Enclosure 1 of School Memorandum 01, s. 2023)

**TRAINING MATRIX**  
**SCHOOL-BASED SEMINAR ON PROJECT CREATING ANIMATED LEARNING MATERIALS (CALM)**  
**AND CRAFTING OF FORMATIVE ASSESSMENT TOOLS FOR EARLY LANGUAGE LITERACY AND**  
**NUMERACY (ELLN)**  
**January 27, 2023**

<b>Time</b>	<b>Activities</b>	<b>Resource Person</b>
9:00 - 9:15 1:00 - 1:15	<b>Part I - Opening Program</b> Registration National Anthem Prayer Checking of Attendance Opening Remarks	MOL for the Month of March Grade 5  Virginia V. Manuel Principal I
9:15 - 10:45 1:15 - 2:45	<b>Part II – Session Proper</b> Project CALM  Crafting of Formative Assessment for ELLN	Joanne S. Santamena Teacher II Mariah Kristelle D. Ipio Teacher I Jenilyn T. Gojo Cruz Teacher II
10:45 - 11:00 2:45 - 3:00	<b>Part III - Closing Program and</b> <b>Awarding of Certificates</b>	Virginia V. Manuel Principal I Marelene S. Quebete Master Teacher I

Prepared:

**ADRIAN I. GOJO CRUZ**  
Teacher II/Chairman-TWG

Approved:

**VIRGINIA V. MANUEL**  
Principal I



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*(Enclosure 2 of School Memorandum 01, s. 2023)*

**Technical Working Committee**  
SLAC – January 27, 2023

**Chairman:** Adrian I. Gojo Cruz

**Co-Chairman:** Maricel P. Mamaril

**Members:**

Isabelo I. Gojo Cruz Jr.

Maribel G. Celso

Juliet T. Morante

Lenie U. Cano

Marian SB. Adriano

Keith Edison P. Yaco

**Management of Learning (MOL)**  
SLAC – January 27, 2023

National Anthem	}	Isabelo I. Gojo Cruz Jr.,
CSJDM Hymn		
PES Hymn		
Prayer		Maribel G. Celso/ Maricel P. Mamaril
Checking of Attendance		Lenie U. Cano/ Juliet T. Morante
Certificates		Adrian I. Gojo Cruz
Master of Ceremony		Keith Edison P. Yaco/ Marian SB. Adriano

**Documentation**

Adrian I. Gojo Cruz

Maricel P. Mamaril

Isabelo I. Gojo Cruz Jr.

Maribel G. Celso

Juliet T. Morante

Lenie U. Cano

Marian SB. Adriano

Keith Edison P. Yaco



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(Enclosure 3 of School Memorandum 01, s. 2023)

**LIST OF PARTICIPANTS PER GRADE LEVEL**

<b>KINDERGARTEN</b>	<b>GRADE THREE</b>
GOJO CRUZ, MARK ANGELO I.	TAMONDONG, MARICEL S.
MACALE, MARY ROSE D.	BUENO, MA. OLIVA
LABINDAO. AGNES E.	PRESTOSA, MARIA SANDRA I.
GASPAR, RODALYN O.	GOJO CRUZ, JENILYN T.
DELFINO, MAYETT G.	TORRERO, ABIGAE C.
DOMINGO, KRISTINE BONIFACE G.	MABAZZA, ROAN C.
<b>GRADE ONE</b>	PORTENTO, VERHMA I.
DUPAGAN, LORILIE D.	<b>GRADE FOUR</b>
AFLORO, LAILA A.	RODRIGUEZ, MARLYN M.
CORONA, ELMA	DIAMANTE, LUZ M.
SICAT, ELIZABETH DC	GABONADA, JR. ENRIQUE B.
SORIANO, CYNTHIA P.	IGNACIO, ROCHELLE D.
ZUNIEGA, WINELYN T.	ROYO, JENNY LYN G.
AVENDAÑO, CHRISTIAN B.	SANTAMENA, JOANNE S.
SUPETRAN, MICHELLEINE D.	QUIBETE, MARELENE S.
CORDERO, AMEE MARIE F.	DE JESUS, MARIEL GC.
<b>GRADE TWO</b>	<b>GRADE FIVE</b>
CORDERO, EMILY F.	GOJO CRUZ, ADRIAN I.
MACALINO, MA. TERESA M.	CANO, LENIE U.
TAYABAN, VIOLETA F.	CELSO, MARIBEL G.
CANOZA, JACKIELYN D.	GOJO CRUZ, ISABELO JR.
ABELILLA, LIZA M.	MAMARIL, MARICEL P.
IPIO, MARIAH KRISTELLE D.	MORANTE, JULIET T.
BARTOLOME, JOSEPH D.	YACO, KEITH EDISON P.
<b>GRADE THREE</b>	ADRIANO, MARIAN SB.
TAMONDONG, MARICEL S.	<b>GRADE SIX</b>
BUENO, MA. OLIVA	SILVESTRE, ELA Q.
PRESTOSA, MARIA SANDRA I.	ABELILLA, ZORAIDA N.
GOJO CRUZ, JENILYN T.	VIESCA, DORINESS M.
TORRERO, ABIGAE C.	LOMA, MARY JANE G.
MABAZZA, ROAN C.	LADOT, MIRASOL D.
PORTENTO, VERHMA I.	MENDOZA, ESPHER M.
<b>NON-TEACHING</b>	MENDOZA, EPIFANIA B.
VIRGINIA V. MANUEL	MON, MARIA KRISTINA F.