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DEPED MALAYBALAY CITY DIVISION
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 Date: _____
 By: _____

Republic of the Philippines
Department of Education
 REGION X - NORTHERN MINDANAO
 DIVISION OF MALAYBALAY CITY

June 10, 2024

DIVISION MEMORANDUM
 No. 286, s. 2024

**PARTICIPATION TO THE REGIONAL UPSKILLING OF ENGLISH TEACHERS
 IN LANGUAGE INSTRUCTION**

TO: Assistant Schools Division Superintendent
 Chief- Education Supervisors, CID and SGOD
 Public Elementary and Secondary School Heads
 All Others Concerned
 This Division

- As per Regional Memorandum No. 439, s 2024 re: **Upskilling of English Teachers in Language Instruction**, this Office announces the participation of identified Elementary and Secondary English Teachers on July 22-24, 2024 at Margarett Business Hotel, Sayre Highway, Maramag, Bukidnon.
- Identified participants, as attached, are required to arrive at the venue on July 21, 2024 where dinner is serve as the first meal and will depart on July 24, 2024, with lunch as last meal.
- Participants are to bring laptop, extension wire and portable WiFi connection. Further, they are required to wear the following suggested attire:

DAY	DATE	ATTIRE
1- Monday	July 22, 2024	Any Division/District DepEd Polo with shade of Royal Blue with white Pants
2- Tuesday	July 23, 2024	Casual Attire (preferably dress) with a shade of golden yellow
3- Wednesday	July 24, 2024	Regional Polo Shirt (to be provided by the region upon our registration in the venue) with black lower slacks/skirt.

- Participants shall be entitled to claim compensatory time-off (CTO) and / or **SERVICE CREDITS**, whichever is applicable, when any of the training schedules fall during declared holidays, regular official holidays, weekends and vacation/break.



Address: Sayre Hi-way, Purok 6, Casisang, Malaybalay City
 Telefax No.: 088-314-0094; Telephone No.: 088-813-1246
 Email Address: malaybalay.city@deped.gov.ph



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5. Participants travel expenses shall be charged to local funds while their accommodation and food expenses and other incidentals shall be charged to the Basic Education Curriculum (BEC) funds subject to the usual accounting and auditing rules and regulations.

6. For your guidance.

CHERRY MAE L. LIMBACO-REYES
Schools Division Superintendent



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ATTACHMENT 1

**MALAYBALAY CITY DIVISION PARTICIPANTS TO THE
UPSKILLING OF ENGLISH TEACHERS IN LANGUAGE INSTRUCTION**

July 22-25, 2024

Margarette Business Hotel, Sayre Highway, Maramag, Bukidnon

NO	NAME OF PARTICIPANT	SCHOOL
1	Rachel R. Valde	EPS-English
2	Melissa J. Omay	Sumpong Central School
3	Jennifer M. Sabonia	Kalasungay Central School
4	Myra Normita V. Capada	Malaybalay City Central School
5	Shiela Marie S. Tan	Aglayan Central School
6	Cheery Gret L. Medura	Bangcud Central School
7	Charille Jade D. Organiza	Lunocan Integrated School
8	Odessa J. Tandayag	Can-ayan Integrated School
9	Evanelyn M. Gayao	Dalwangan National High School
10	Sarah Lou Mae P. Naringahon	Bukidnon National High School
11	Ellen G. Mendez	Casisang Central Integrated School
12	Daisy L. Tapio	Lalawan National High School
13	Jessa Mae H. Dinlayan	St. Peter National High School



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