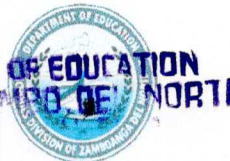




Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Dipolog City 7100



MEMORANDUM

RELEASED

SEP 06 2017
NAME / SIGNATURE

To: **Public Schools District Supervisors
ESP/School Heads
District MTB-MLE Coordinator/Focal
Teachers**

From: **The Schools Division Superintendent**

Subject: **FIRST DIVISION MOTHER TONGUE BASED-MULTILINGUAL EDUCATION
SYMPOSIUM**

Date: **September 6, 2017**

1. The Schools Division of Zamboanga del Norte through the Curriculum Implementation Division (CID) will conduct the **First Division Mother Tongue Based-Multilingual Education (MTB-MLE) on September 13 – 14, 2017 at Manukan East Central School, Manukan, Zamboanga del Norte.**
2. The symposium aims to:
 - a. ensure that the MTB-MLE is administered properly based on the policies and guidelines issued by the Department;
 - b. present best practices on how the MTB-MLE implementers have been successful in using the mother tongue in the teaching and learning process;
 - c. showcase the initiatives done by each district/school through an exhibit; and tackle some issues, challenges and interventions done by the implementers.
3. The conduct of the Division MTB-MLE Symposium is a two-day activity of showing or presenting the best practices of every district relevant to the implementation of MTB-MLE of the K to 12 curriculum. During the activity, every district has to create a booth to display their MTB-MLE SIMs/IMs/TSMs and their banner program. There are assigned teachers or master teachers to do the task of a presenter, a moderator, a reactor, and a documenter. The presenter of each district will present their best practices, issues and concerns on MTB-MLE and solutions to their identified issues. There shall be guide questions to be given to them for guidance and uniformity of the presentation (please enclosure 1 for the guide questions). While the moderator is in charged to present the presenter and facilitates the flow of the activity including the time management. Meanwhile the reactor gives feedback on the presentation and provides inputs based on experience following the guide questions. The 35 districts will be clustered into 7 with 5 districts per cluster. Each cluster shall have an assigned district supervisor to act as synthesizer to synthesize the given presentations within their cluster that must be done in power point presentation and shall be presented during the plenary. There shall also be a documenter per cluster which shall be selected/agreed by the members within the cluster to provide notes for synthesis to the assigned PSDS of the cluster and help him/her in the formulation of power point presentation. While all PSDSs shall serve as session manager to their respective district to ensure that all necessary personnel and equipment are ready for the session and likewise responsible in proper management of the parallel session.
4. Below is the list of the 7 clustered districts with the assigned Synthesizer per cluster:

<i>Clustered Districts</i>	<i>Synthesizer</i>
Cluster I: Sibutad La Libertad Rizal Polanco I Polanco II	Dr. Antonina D. Gallo
Cluster II: S. Osmeña I S. Osmeña II Katipunan I Katipunan II Ponot	Dr. Merilyn L. Tabarno

Cluster III: Roxas I
Roxas II
Manukan I
Manukan II
Siayan

Dr. Nelma A. Ochotorena

Cluster IV: Sindangna Central
Sindangan North
Sindangan South
Salug I
Salug II

Dr. Lecita F. Tubal

Cluster V: Bacungan
Liloy I
Liloy II
Gutalac I
Gutalac II

Dr. Julia R. Oide

Cluster VI: Labason
Kalawit
Tampilisan
Godod
Mutia

Dr. Simlo A. Lomarda

Cluster VII: Piñan
Sirawai
Baliguian
Siocon
Sibuco

Dr. Glenda B. Gudmalin


5. Each district shall have a total of 8 participants composed of the PSDS, MTB-MLE Coordinator, and MTs/teachers to perform the tasks as stated above.

6. There shall be an instant selection of best five District MTB-MLE presentations during the symposium that will be awarded with trophy and Certificate of Recognition; while all the others shall also receive Certificate of Participation.

7. In this connection, **a consultative conference for all the District MTB-MLE Coordinators** shall be conducted to talk about matters relative to the preparation of the said activity. Likewise, **participation of Ms. Emma A. Luberanes** of Salug I District and **Mr. Jhonny Talaugon** of Liloy II District is requested during this conference being the representatives of this division during the National MTB-MLE Conference for their inputs.

8. For more information, please contact Dr. Grace T. Dela Cruz, Division MTB-MLE Coordinator at telephone number (065) 212 – 2605 or at her email address: gjnbam@yahoo.com.

9. Lunch and snacks will be served to the participants for two days chargeable against **Division Funds** while travel and other expenses incurred by the coordinator and by the participants relative to the conduct of this activity shall be charged against **School MOOE** subject to the usual accounting, auditing rules and regulations.


PEDRO MELCHOR M. NATIVIDAD, CSEE
Schools Division Superintendent

GUIDE QUESTIONS FOR THE PRESENTERS

Policy and Contextualization

Best Practices

- What are the experiences in implementing the MTB-MLE curriculum?
- How did you interpret the policy on your level?
- What are the strategies and techniques that your district/school used to successfully implement the policy?

Issues/Concerns

- What are the issues and concerns you have encountered in contextualizing the policy?
- How did you resolve the different interpretations of the policy?
- As implementer/teacher, what are the problems you have encountered in contextualizing the policy?

Orthographies (if there is/are)

Best Practices

- What are the initiatives done to produce a standard orthography?
- How did you maximize participation of different groups to produce the orthography?
- What are the initiatives received from the internal/external stakeholders (linguist, native speakers) in developing your orthography?

Issues/Concerns

- What problems/challenges have you encountered with regards to the language variations in the implementation of the MTB-MLE?
- How did you resolve the language variations in your district/school?
- How did you resolve problems in translation and limited vocabulary?

Materials Development and Other Learning Resources

Best Practices

- What are the initiatives done in materials development and other learning resources?
- How did the administration support the teachers to produce their own contextualized materials?
- What other programs did your district/school conduct to encourage teachers to produce their own materials?

Issues/Concerns

- What are the issues encountered in materials development?
- What are the common problems encountered in getting the support to produce the materials?
- How did you resolve the mismatch of the learners' language to the language used in the LMs?

Community Involvement

Best Practices

- What are the initiatives done to involve your localities and other stakeholders in the implementation of the policy?
- How did you collaborate with localities and other stakeholders in the implementation of the policy?

Issues/Concerns

- What are the issues/concerns encountered collaborating with your localities and other stakeholders in implementing the policy?

- What are the problems in strengthening the commitments of your localities and other stakeholders?

Next Step

- From the best practices, issues, and concerns presented, what are your plans and actions?
- What are your next steps on your implementation of MTB-MLE?
- How do you envision the MTB-MLE in your district?

GUIDE QUESTIONS FOR THE REACTORS

- How the presenters' experiences similar/different from yours?
- How the strategies were presented similar/different from yours?
- What have you learned and how will you apply these to your district/school?
- What other concerns do you have on theme?

FUNCTIONS

Moderator:

- Introduces presenters and topics.
- Facilitates open forum.
- Ensures program starts and ends on time.
- Closes the session.

Presenter:

- Presents topic based on guide questions.

Reactor:

- Gives feedback on presentation based on experience, following the provided guide questions.
- Provides inputs during Open Forum.
- Synthesizes agreements at the end of the session.

Documenters:

- Provides input assistance to the PSDS synthesizer.
- Prepares all related data to be used for the session.
- Provides notes for the PSDS for synthesis.

Session Managers (PSDS):

- Ensures that all necessary personnel and equipment are ready for the session.
- Prepares power point presentation...
- Secures presentations of the presenters.
- Responsible in proper management of parallel session.
- In-charge of the time monitoring.
- Set-up presentations of the presenters and ensuring the audio-video are properly set-up.
- Assist the documenter in documentation proceedings and safekeeping of files.

SCHEDULE OF ACTIVITIES

Day 1

8:00 – 12:00 AM

- Putting up of booth per district
- District Display of MTB-MLE SIMs/IMs/TSMs
- Banner Program for MTB-MLE per district

12:00 – 1:00 P.M.

- Lunch

1:00 – 2:00 P.M.

- Opening Program

2:00 – 5:00 P.M. (Break-up Session – 7 groups with 5 districts per group)

- Reporting of Best Practices in MTB-MLE per district (30 minutes per presentation)

Day 2

8:00 – 10:00 A.M.

- Gallery Walk and Interview

10:00 – 12:00 A.M.

- Closing and Awarding

1:00 – 5:00 P.M.

- Keeping – up (After Care)