



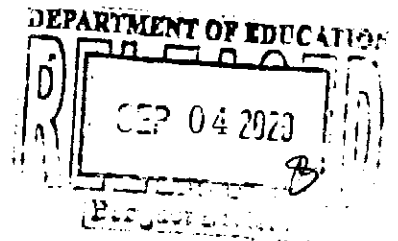
Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BENGUET**  
Wangal, La Trinidad, Benguet  
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**DIVISION MEMORANDUM NO. 182 S. 2020**

September 3, 2020

**TO:** Office of the Schools Division Superintendent  
Curriculum and Implementation Division  
School Governance and Operations Division  
Public Elementary and Secondary School Heads  
All Others Concerned



**FROM:** **BENILDA M. DAYTACA EdD, CESO VI**  
Assistant Schools Division Superintendent  
OIC - Office of the Schools Division Superintendent

**SUBJECT: SIMULTANEOUS CONDUCT OF SCHOOL LEARNING ACTION CELL IN CURRICULUM, GOVERNANCE, OPERATIONS, AND MANAGEMENT**

1. This Schools Division of Benguet is guided through the team vision and strategic directions of the Department of Education in sustaining the delivery of quality, accessible, relevant, and liberating basic education services for all i-Benguet school-age learners in the midst of COVID-19 and other emergencies; that all i-Benguet Basic Education learners are able to realize their full potential and contribute meaningfully to building a generous, safe and free province, glittering in her golden crown of gratitude. In saying so, all school personnel must be ready to face inevitable challenges that may come before, during, and after the start of SY 2020-2021 and this is best fulfilled with the quality and continuous delivery of capability building in the school level through the continuous assistance and support of the Schools Division Office.
2. The objectives of the LAC session are as follows:
  - a. To ensure that all school personnel (teaching, teaching – related, non-teaching personnel) are well oriented on the programs, plans, strategies / actions of the Division to readily handle challenges that may arise in SY 2020-2021;
  - b. To reiterate guidelines necessary for the safety of teachers and learners before, during, and after SY 2020-2021; and
  - c. To strengthen the spirit of iyaman and binaddang between internal and external stakeholders in working together for quality, accessible, relevant, and liberating education in the Division.
3. The Human Resource Development Section in Coordination with the identified resource speakers and Division ICT experts will prepare a video recorded lecturette on the following topics:
  - a. COVID 19 Health Protocols c/o Mary Grace Matias, MD
  - b. Psychosocial Support Modules for Elementary and Secondary Learners c/o Joven Agtani, PDO 1-YFP and Denver Dokey, T3 - CRSHS
  - c. Learning Delivery Modalities and Modules c/o CID
  - d. Parents Role in the Teaching and Learning c/o Ceasar Luma-ang, EPS SGOD
  - e. Strategies in the Documentation of Best Practices of Schools c/o SMM&E
  - f. Video taped lecture or discussion of Mr. Dem M. Mamaat
  - g. Contingency planning c/o SGOD

h. Other important topics

e-copies of lecturettes will be distributed to the monitoring team and the School Heads before the conduct of the simultaneous LAC session on September 7 to 11, 2020. At the same time, required forms as outputs to consider for the issuance of certificates and in accordance to the monitoring and evaluation standards will be included in the e-copies to be distributed.

4. The participants are the school teaching and non-teaching personnel deployed in the schools.
5. Please follow this format in sharing the consolidated insights gained from the LAC session

Name of Participant	Topic	Insights gained (at least 3)

6. The LAC session will be strictly monitored by the following team to ensure 100% implementation and participation:

District Level	Roles / Responsibilities
All 14 PSDS	<ol style="list-style-type: none"> <li>1. Ensure that all schools in their respective districts have conducted the LAC session on September 7 to 11.</li> <li>2. Ensure that all submitted names of participants have actively participated in the activity</li> <li>3. Ensure that all video recorded lecturette and forms needed for the LAC session have been distributed to the schools</li> </ol>
Division Level	Roles / Responsibilities
All Identified resource speakers and in-charge	<ol style="list-style-type: none"> <li>1. Stand by for any technical assistance to be requested from the field or the HRDS</li> <li>2. Answer questions / queries from the participants before, during, or after the session – depending on the accessibility</li> </ol>
HRDS	<ol style="list-style-type: none"> <li>1. Ensure that all School Heads, PSDS, Resource speakers have all the needed e-copies at least two days before the conduct of the LAC session</li> <li>2. To collaborate with the PSDS on the attendance and actual conduct of SLAC in the districts on the identified date of implementation</li> <li>3. To collaborate with ITO and other ICT experts in the CID and the SGOD re quality delivery of video recorded lecturette</li> <li>4. Ensure submission of all forms as basis for accomplished SLAC session and issuance of certificates.</li> </ol>

7. HRTD funds will be downloaded to cover expenses on the conduct of this school LAC session through webinar or face to face following the minimum DOH and IATF safety standard protocols. Liquidation of said amount shall be subject to accounting and auditing rules and regulations.

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