



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF OZAMIZ CITY

November 21, 2024

DIVISIONAL MEMORANDUM

No. 354, s. 2024

**CONDUCT OF DISTRICT MIDYEAR IN-SERVICE TRAINING (INSET)
FOR SY 2024-2025**

To: Assistant Schools Division Superintendent
Chief Education Supervisors (SGOD and CID)
Public Elementary and Secondary School Heads/Department Heads
Concerned Personnel
This Division

1. In reference to DepEd Order No. 09, s. 2024, re: "Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025", DM-OUHROD-2024-1576, re: Guidelines on the Conduct of Regional Office, Schools Division Office, and School-Developed Professional Development Programs for FY 2024 and DM-OUHROD-2024-2306, re: NEAP Professional Development Programs for the SY 2024-2025 In-Service Training (InSeT), this Office announces the conduct of District Midyear In-Service Training (InSeT) for Teachers for SY 2024-2025, a PRC -Accredited activity *see enclosure A for the list of the venues of each district* on November 25-29, 2024, 8:00 a.m. -5:00 p.m.
2. All the elementary and secondary teachers, master teachers, department heads, school heads and other school leaders are the participants of this activity and shall earn 12 CPD units upon completion.
3. The first two (2) days of the midyear activity aim to evaluate the school's progress in implementing programs, projects, and activities, as well as review the performance of the teaching and non-teaching personnel. The last three (3) days aim to conduct the district INSET activities for the teachers.
4. The National Educators Academy of the Philippines (NEAP) designed professional development (PD) programs intended to support and extend teachers' subject area content knowledge and pedagogy. Further information about these PD programs can be accessed through this link: https://bit.ly/NEAP_PD_Programs. To participate in the available programs, see enclosure B.
6. Expenses incurred related to the conduct of the activity shall be charged against school Maintenance and Other Operating Expenses (MOOE) and Human



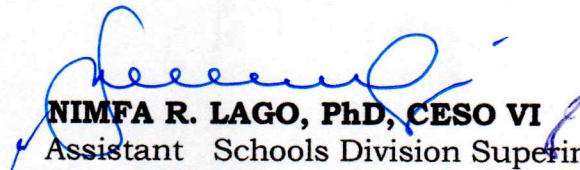
Address: IBJT Compound, Carangan, Ozamiz City
Telephone No: (088) 545-09-88
Telefax: (088) 545-09-90
Email Address: ozamiz.city@deped.gov.ph





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6. Expenses incurred related to the conduct of the activity shall be charged against school Maintenance and Other Operating Expenses (MOOE) and Human Resource Development Program Support Fund 2024 subject to the usual accounting and auditing rules and procedures.
7. The participation of teachers and school leaders in the district midyear InSeT is in adherence to the principles of equal opportunity for continuous improvement that there is no discrimination on account of age, gender, civil status, disability, religion, political affiliation, medical conditions among others.
8. Queries regarding this matter can be channeled to Jeanelei L. Carolino, EPS-II (HRD) at 094858002639, and Mary Joy G. Doromal, SEPS-HRD at 09072787553.
9. Immediate dissemination of this Memorandum is highly desired.


NIMFA R. LAGO, PhD, CESO VI
Assistant Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Encl.: None

Reference: DepEd Order No. 022, s. 2023 and DepEd Order No. 2, s. 2015

To be indicated in the Perpetual Index
under the following subjects:

DISTRICT INSET

TEACHERS

SCHOOL LEADERS

SGOD/AAG Conduct of District Mid-Year In-Service Training (InSeT) for Teachers for SY 2024-2025
November 21, 2024



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PANDONG
#PadayonAsensoOzamiz



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**CONDUCT OF DISTRICT MIDYEAR IN-SERVICE TRAINING (INSET)
 FOR SY 2024-2025**

November 25-29, 2024

8:00 a.m. -5:00 p.m.

**LIST OF VENUE PER DISTRICT, DATE OF CONDUCT
 AND MONITORING PERSONNEL**

District	Venue	No. of Participants	Date of Conduct	Monitor
1	Ozamiz City National High School, Bernad St., Lam-an, Ozamiz City	245 personnel	November 27-29, 2024	PSDS Anelyn G. Engracia EPS Federico B. Araniego, Jr., EPS-II Jeanelei L. Carolino
2	Ozamiz City Central School, Ostia Avenue, Tinago, Ozamiz City	106 personnel	November 27-29, 2024	PSDS Jasmine I. Gaogao SEPS Arlene C. Via
3	Misamis Annex Integrated School, Gov. Medina Avenue, Brgy. Carmen, Ozamiz City	104 personnel	November 27-29, 2024	PSDS Jasmine I. Gaogao Chief ES, CID Anacleta A. Gacasan EPS Rose Mary R. Abapo



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4	Ozamiz City School of Arts and Trades, Maningcol Ozamiz City	224 personnel	November 25-27, 2024	PSDS Milagros Z. Mendoza EPS Luisander C. Luy EPS Letecia D. Tatoy PO Ell June S. Abucay
5	Labo National High School, Labo, Ozamiz City	118 personnel	November 27-29, 2024	PSDS Menerva D. Barola EPS Jed Mae F. Coronel SEPS Rosalyn M. Lato PDO I Rachel Magno
6	Roman Mabanag Sr. Elementary School, Pantaon, Ozamiz City	101 personnel	November 27-29, 2024	PSDS Ian Francis E. Veloso EPS Eulalio S. Rupinta PDO II Rhona M. Agustin
7	Montol National High School, Stimson Abordo, Ozamiz City	103 personnel	November 27-29, 2024	PSDS Geizel C. Gongob OIC, SGOD-Chief Johnnel A. Guangco EPS Rowell C. Villarubia



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8	Kinumán Norte Asenso Ozamiz Building, Kinuman Norte, Ozamiz City	82 personnel	November 27- 29 , 2024	PSDS Selina O. Macas EPS May P. Edullantes EPS Imelda D. Pongase SEPS Mary Joy G. Doromal
9	Pulot National High School, Pulot, Ozamiz City	151 personnel	November 27- 29, 2024	PSDS Joel T. Aclao EPS Angelita M. Maribojoc EPS-II Samie B. Aso
10	Labinay National High School, Labinay, Ozamiz City	130 personnel	November 27- 29, 2024	PSDS Fernando D. Sumondong SEPS Anthony P. Marollano



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Enclosure 2: STEPS ON HOW TO PARTICIPATE IN THE NEAP PROGRAMS

<https://www.facebook.com/DepEdNEAP>

NEAP PD AVAILABLE PROGRAMS

STEP 1

Navigate to NEAP Professional Development Programs in the main menu.



The screenshot shows the NEAP Facebook page interface. On the left is a navigation menu with items: Home, About Us, Issuances, NEAP Professional Development Programs (highlighted), Scholarships, NEAP Facility, Calendar of Activities, and Contact Us. On the right is a banner for the National Educators' Academy of the Philippines with the slogan 'TATAG • TIBAY • TATAK' and a hand pointing to the 'Professional Development Programs' menu item.

NEAP-INSET



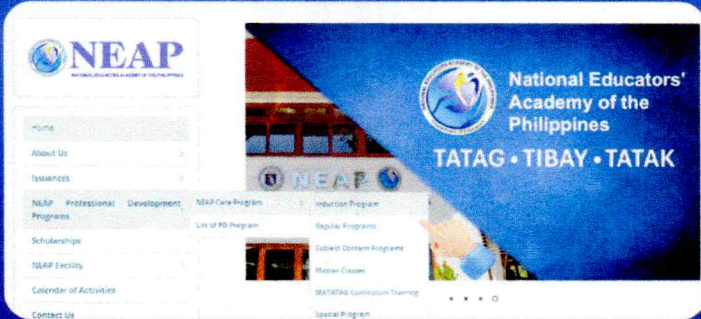
Logos for NEAP (National Educators' Academy of the Philippines), DepEd (Department of Education), and NEAP-INSET.

<https://www.facebook.com/DepEdNEAP>

NEAP PD AVAILABLE PROGRAMS


STEP 2

Select NEAP Core Program and explore options like Regular, Subject Content Programs, or Master Classes.



The screenshot shows the NEAP Facebook page with the 'NEAP Professional Development Programs' menu item expanded. The dropdown menu lists: NEAP Core Program, Induction Program, Regular Programs, Content Content Programs, Master Classes, and BA70748 Continuum Training. The 'NEAP Core Program' item is highlighted.

NEAP-INSET



Logos for NEAP (National Educators' Academy of the Philippines), DepEd (Department of Education), and NEAP-INSET.

Enclosure 2: STEPS ON HOW TO PARTICIPATE IN THE NEAP PROGRAMS

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NEAP PD AVAILABLE PROGRAMS

▶▶▶ **STEP 3**

Look for titles labeled "INSET 2024" to view program details and access the training resources!

REGULAR PROGRAMS

View All INSET 2024 Available Programs

INSET 2024 – LEARNING-TEACHING EVOLUTION (LTE): TRAINING ON THE APPLICATION OF THEMATIC TEACHING PRINCIPLES AND INTEGRATIVE PERFORMANCE ASSESSMENT

Program Title: Learning-Teaching Evolution (LTE): Training on the Application of Thematic Teaching Principles and Integrative Performance Assessment Target Participants: Grades 7 to 10 Proficient Teachers across Learning Areas Target Professional Competency: [Critical Reading](#) / INSET 2024 – Learning-Teaching Evolution (LTE): [Training on the Application of Thematic Teaching Principles and Integrative Performance Assessment](#)

INSET 2024 – CAPACITY BUILDING OF KEY STAGE 1 TEACHERS ON LEARNING RECOVERY IN LITERACY AND NUMERACY

Program Title: Capacity Building of Key Stage 1 Teachers on Learning Recovery in Literacy and Numeracy Target Participants: Key Stage 1 Teachers (Kindergarten to Grade 3) Proficient and Highly Proficient / [Critical Reading](#) / INSET 2024 – Capacity Building of Key Stage 1 Teachers on Learning Recovery in Literacy and Numeracy

NEAP-INSET


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NEAP PD AVAILABLE PROGRAMS

▶▶▶ **STEP 4**

Fill out the information form to access and download the training resources

NEAP PROFESSIONAL DEVELOPMENT (PD) PROGRAMS FOR IN-SERVICE TRAINING (INSET) SY 2024-2025

REGULAR PROGRAM



NEAP-INSET