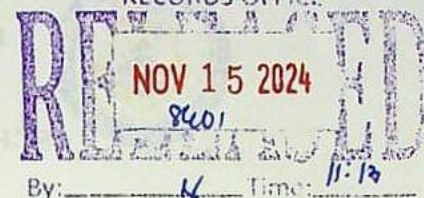




Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City
RECORDS OFFICE



Office of the Schools Division
Superintendent

November 12, 2024

DIVISION MEMORANDUM
No. 471, s. 2024

CONDUCT OF SCHOOL-BASED IN-SERVICE TRAINING (INSET)

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Education Program Supervisors
School Heads
Others concerned

1. In view of the upcoming **Midyear School Break** scheduled on **November 25-29, 2024**, this office enjoined all school heads to submit their Professional Development Program and other required enclosures, that encompasses a blend of professional development and assessment of programs, projects, and activities (PPAs).
2. A three (3)-day school-based In-Service-Training shall provide teachers with opportunities for ongoing professional growth in accordance with the guidelines issued by the National Educators Academy of the Philippines (NEAP) on the conduct of INSET and the preparation of instructional materials.
3. **Topics for School-Based INSET** shall be aligned with any of the following priority programs:
 - a. MATATAG Curriculum for Kindergarten and Grades 1, 4, and 7;
 - b. National Learning Camp;
 - c. National Reading Program;
 - d. National Mathematics Program;
 - e. Inclusive Education (Alternative Learning System, Indigenous Peoples Education, Madrasah Education Program, Special Needs Education, etc.);
 - f. Comprehensive Sexuality Education (DepEd Order No. 031, s. 2018);
 - g. Gender and Development;
 - h. Induction Program for Beginning Teachers;



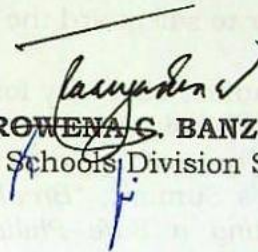
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- i. Higher Order Thinking Skills-Professional Learning Packages (HOTS-PLP) for Mathematics, Science, and English;
 - j. Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy; and
 - k. Subject Content-Based Professional Development Programs
4. The remaining two (2) days shall be dedicated to the Midyear Performance Review and Evaluation (MPRE), aimed at assessing the school's progress in implementing educational programs, projects, and activities, as well as collaboratively reviewing teachers' and staff's performance.
5. Please be guided accordingly.


ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent

Reference: DM-OUHROD-2024-1576
Encl.: as stated
To be indicated in the Perpetual Index
under the following subjects:
#HRDS #L&D #INSET
HRDS/ia/DM_INSETTOPICS
November 12, 2024



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