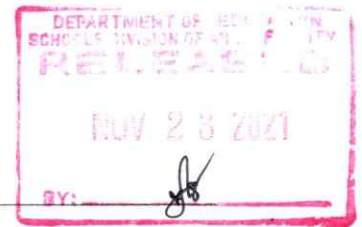




Republic of the Philippines
Department of Education
Region III
SCHOOLS DIVISION OF ANGELES CITY



November 23, 2021

DIVISION MEMORANDUM

No. 384 s. 2021

**DIVISION TRAINING ON THE PREPARATION, IMPLEMENTATION AND COMPLETION
OF RESEARCH WORKS FOR SCHOOL HEADS**

To: Assistant Schools Division Superintendent
Chief ES, CID and SGOD
Heads of Public Elementary and Secondary Schools
Assistant Principals of Integrated Schools

1. Please be informed that there will be a **Division Training on the Preparation, Implementation, and Completion of Research Works for School Heads** to be held on **November 26, & December 9-10, 2021**, from 9:00 a.m. - 3:00 p.m. via Google Meet.
2. The objectives of this activity are as follows:
 1. To reorient the participants on the research process and guidelines in crafting and conducting research works;
 2. To upskill the school heads on using and analyzing basic education data;
 3. To provide guidance on how to make use of available data in improving school performance, students' achievements, and teaching competencies.
 4. To prepare the participants in the conceptualization, preparation, implementation, and completion of research works
3. Attached are Enclosure no. 1 - Identified List of Schools and the attendees from the Public Elementary and Secondary Schools and Enclosure No. 2 - Indicative Matrix for reference and guidance.
4. The meeting link will be sent to the participants via email on or before the scheduled date of the activity.
5. Immediate dissemination of and strict compliance to this Memorandum is earnestly desired.

MA. IRELYN P. TAMAYO PhD, CESE
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent *ew*

mlev/seps/par



CN 2021-273
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Enclosure no. 1. The List of schools and their attendees

	SCHOOLS	Attendees
	EAST DISTRICT	
1	Abelardo G. Tinio ES	School head
2	Angeles ES	School head
3	Cutud ES	School head
4	DAMIS	School head
5	Enrica Sandico	School head
6	Jose P. Dizon ES	School head
7	Mining ES	School head
8	Northville 15 IS	School head
9	Pineda-Gutierrez ES	School head
10	San Ignacio ES	School head
11	Sapalibutad ES	School head
12	Sto. Domingo IS	School head
	NORTH DISTRICT	
13	Dr. Clemente N. Dayrit Sr. ES	School head
14	Epza Rest. ES	School head
15	Salapungan ES	School head
16	Sta Maria ES	School head
17	Sitio Pader ES	School head
18	Virgen Delos Remedios ES	School head
	SOUTH DISTRICT	
19	Apung Guidang NES	School head
20	Cutcut ES	School head
21	M. Nepomuceno ES	School head
22	Sto. Rosario ES	School head
	WEST DISTRICT	
23	Alberto G. Pabalan ES	School head
24	Cuayan ES	School head
25	Anunas ES (formerly EMGES)	School head
26	Gueco Balibago ES	School head



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27	Malabanas IS	Asst. Principal
28	Pampang ES	School head
29	Sapangbato ES	School head
30	Sitio Target IS	School head
31	Sta. Teresita ES	School head
32	Tacondo ES	School head
	SECONDARY SCHOOLS	
33	Amsic IS	Asst. Principal
34	Angeles City National HS	Asst. Principal
35	Angeles City National Trade School	Asst. Principal
36	Angeles City Science HS	Asst. Principal
37	Angeles City Senior High School	School head
38	Bonifacio V. Romero HS	Asst. Principal
39	Francisco G. Nepomuceno MHS	School head
40	Rafael L. Lazatin MHS	School head



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Enclosure No. 2 Indicative Matrix

Time	November 26, 2021 Day 1
8:30 AM - 9:00 AM	Opening Program
9:00 AM – 10:30 AM	DepEd Research Agenda and Guidelines in Crafting Research Proposal
10:30 AM – 12:00 NN	The Purpose of Action Research: Why do We do it?
12: 00 NN - 1:00 PM	LUNCH BREAK
1:00 PM – 2:30 PM	Steps in Conducting an Action Research Study
2:30 PM – 4:00 PM	Mining on Data at the School Ground
4:00 PM – 4:30 PM	Feedback on Issues and Gaps
	December 9, 2021 Day 2
8:30 AM – 9:00 AM	Recapitulation from Day 1
9:00 AM – 10:00 AM	Ethical Issues Associated in Action Research
10:00 AM – 11:00 AM	Constructing / Reviewing the Literature Section
11:00 AM – 12:00 NN	Constructing hypothesis / Creating the Research Questions
12:00 NN – 1:00 PM	LUNCH BREAK
1:00 PM – 2:30 PM	Selecting Appropriate Research Methods in an Educational Context
2:30 PM – 4:00 PM	Collecting and Analyzing Quantitative and Qualitative Data
4:00 PM – 5:00 PM	Action Research Proposal Development
	December 10, 2021 Day 3
8:30 AM – 9:30 AM	Consultation Period
9:30 AM – 12:00 NN	Presentation of Output and Critiquing
12: 00 NN – 1:00 PM	Lunch Break
1:00 PM – 3:30 PM	Presentation Continues
3:30PM – 4:00 PM	Moving Forward
4:00 PM – 5:00 PM	Closing



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