



Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OF ILOCOS SUR
Bantay, Ilocos Sur



November 20, 2019

DIVISION MEMORANDUM
No. 475 s. 2019

DIVISION TRAINING ON SCHOOL PAPER MANAGEMENT

To: Chief Education Supervisor (CID)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary and Secondary School Principals/Head Teachers
All Others Concerned

1. In support to the continuous Enhancement of the Journalism Program of the Schools Division of Ilocos Sur, the Curriculum Implementation Division (CID) shall hold a three-day **Division Training on School Paper Management** at San Vicente Integrated School, San Vicente, Ilocos Sur on December 4-6, 2019.

2. The objectives of the training are:

- a) To demonstrate understanding of the importance of journalism by expressing it through different journalistic endeavor and approaches;
- b) To sustain advocacy on social consciousness and environmental awareness;
- c) To provide a venue for an enriching learning experience for pupils and students interested in journalism as a career or those who intend to use skills learned through campus journalism to give them a better edge in their chosen career.
- d) To promote responsible journalism & fair and ethical use of social media; and
- e) To publish school papers compliant to the standards of the DepEd.

3. The participants of the training are three (3) key teachers from each District and one (1) key teacher from each Secondary school.

4. Meals (Breakfast, Lunch & Dinner and AM & PM snacks) of participants shall be charged against Provincial Special Education Fund (SEF) while travel expenses shall be charged to local/MOOE funds subject to the usual accounting and auditing rules and regulations.

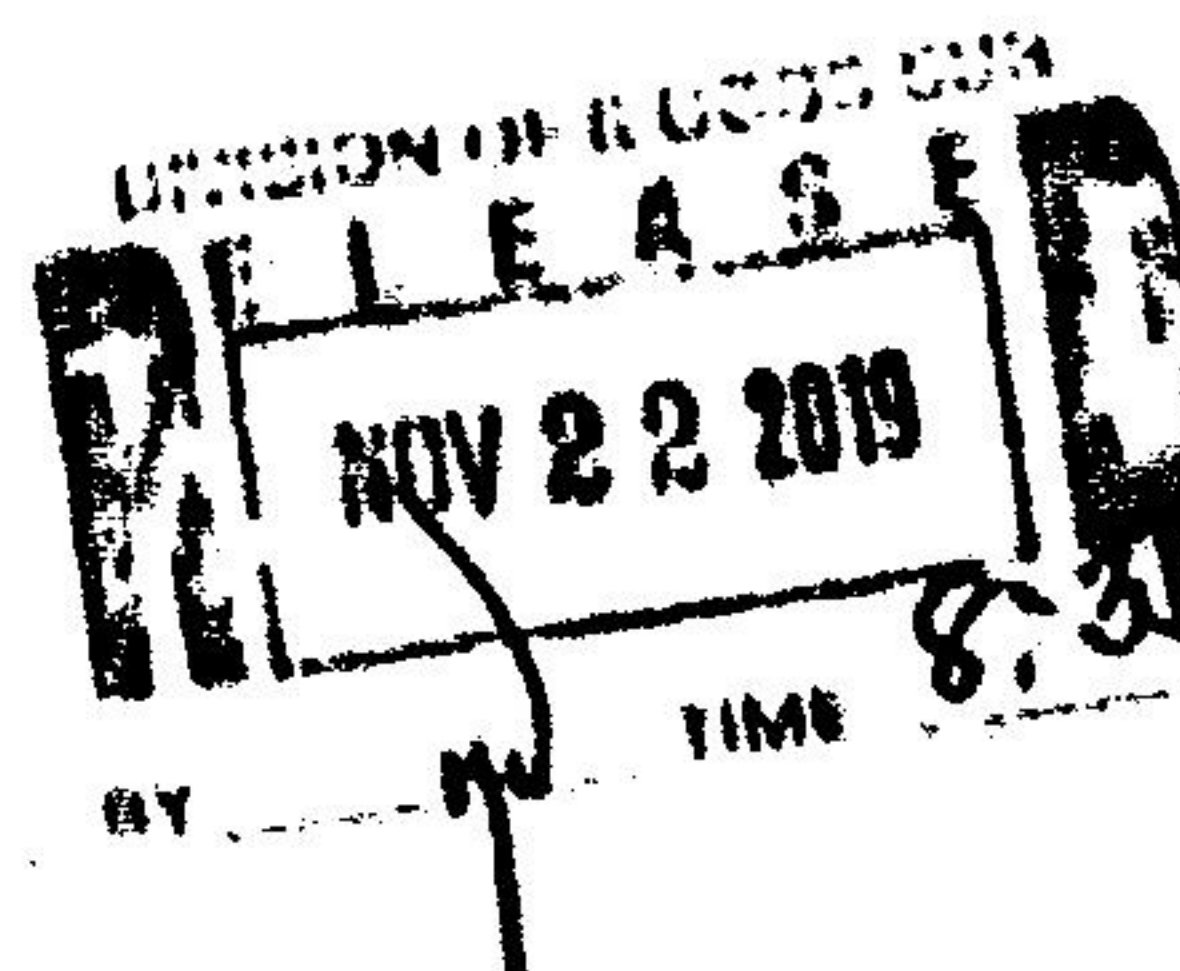
5. The participants are advised to bring laptops installed with Adobe in design, printer, pocket wifi, long bond paper, and extension wires.

6. Administrative remedies shall be undertaken to the classes left behind by the teacher participants.

7. Attached is the training matrix.

8. The following Learning Facilitators shall attend a Planning Conference at the SDO Conference Hall on November 25, 2019 @ 8:00 AM:

Lydia T. Liclican - Teodoro Hernaez NHS
Aniceto Pagaling Jr.- San Juan North CS
Kristel Mariz Abero- Bantay NHS
Donna Requilman- San Vicente IS
Peter Gadia Jr.- Teodoro Hernaez NHS





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Arlene Joy F. Taloza- Magsingal South CS
Maricell Acosta- Tagudin NHS
Gally Rose Soliven- San Juan South CS
Librada Pena- Ag-agrao NHS
Joanna Lyn Andres – Lussoc NHS
Marvin Tacal- Narvacan National Central HS
Frances Jocelle Singson- Sagayaden ES
Karrina June Panelo- Tagudin NHS
Pablo Tabin Jr.- Pagangpang NHS
Charles Bernal- Mabilbila IS
Marjorie Padre- Bulag ES
Sinamar Bucuo- Sta Cruz ES
Crisanto Avila- Guest Lecturer

Maria Teresita R. Gapate- EPS1-Filipino, In Charge of Campus Journalism
Marlon G. Taloza- EPS 1-English, In- Charge of Campus Journalism

9. For information, guidance and compliance.

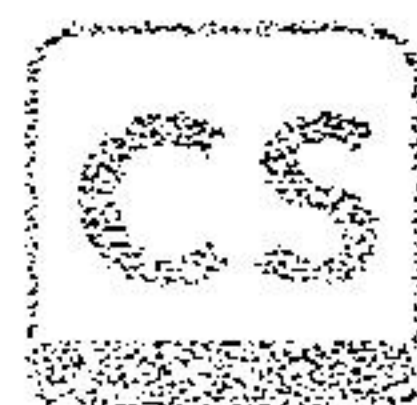

JORGE M. REINANTE, CSEE, CEO VI, CESO V
Schools Division Superintendent

To be included in the
perpetual Index

School Paper Management

Publications

Campus Journalism





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School Paper Management
San Vicente Integrated School
December 4-6, 2019

TRAINING MATRIX

Day 1

- 7-8 Registration
- 8-9 Opening Program
- 9-10 Module 1. RA 7079 and School Paper Management
- 10-12 Module 2. News, Editorial and Sports
- 1-3 Module 3. Features and ScieTech
- 3-5 Module 4. Photojournal and Editorial Cartooning
- 6-7 Output Making

Day 2

- 7-8 MOL
- 8-10 Module 5 Content Management and Gallery Walk
- 10-12 Module 6 Paper Mentoring Walk-through and Trends
- 1-3 Module 7 Lay-Out and Dummying
- 3-5 Collaborative School Paper Production
- 6-7 Output Making

Day 3

- 7-8 MOL
- 8-12 Continuation of Paper Production Lunch
- 1-3 Output Judging
- 3-6 Awarding and Closing Program

Things to bring:

1. Laptop with In Design
2. Pocket Wifi
3. Printer (with scanner)
4. Extension Cord
5. Hard Copy of School Paper for S.Y. 2019-2020
6. Digital Camera
7. Long Bond Papers
8. (2) White Cartolina
9. Scissors
10. Footrule
11. Black Ballpen, Pencil and Sign Pen
12. Stapler

Suggestions:

1. For output production, 10 members per group. Each group is called LEARNING BARKADA (LB).
2. In each group there must be somebody who is well versed to In Design.
3. Separate grouping for elem and secondary.
4. Old and award winning SPAs must join to guide new SPAs.

Resource Speaker - Dr. Crisanto Avila





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San Vicente Integrated School
December 4-6, 2019

LEARNING FACILITATORS

Dr. Crisanto Avila – Guest Speaker	Librada Pena – Ag-agrao NHS
Lydia T. Liclican – Teodoro Hernaez NHS	Joanna Lyn Andres – Lussoc NHS
Aniceto Pagaling Jr. – San Juan North CS	Marvin Tacal – Narvacan NCHS
Kristel Mariz R. Abero – Bantay NHS	Frances Jocelle Singson – Sagayaden ES
Donna R. Requilman – San Vicente Integ. Sch.	Karrina June Panelo – Tagudin NHS
Peter Gadia Jr. – Teodoro Hernaez NHS	Pablo Tabin Jr. – Pagangpang NHS
Arlene Joy F. Taloza – Magsingal South CS	Charles Bernal – Mabilbila Integ. Sch.
Maricel Acosta – Tagudin NHS	Marjorie Padre – Bulag ES
Gally Rose Soliven – San Juan South CS	Sinamar Bucac – Sta. Cruz ES

Dr. Maria Teresita R. Gapate – EPS Filipino/ In-charge of Campus Journalism
Marlon G. Taloza – EPS English/ In-charge of Campus Journalism

COMMITTEES

REGISTRATION

Arlene Joy Taloza
Gally Rose Soliven
Sinamar Bucac
Librada Pena

DOCUMENTATION

Joanna Lyn Andres
Karrina June Panelo
Charles Bernal

ACCOMODATION & FOOD

Marjorie Padre
Maricel Acosta

CERTIFICATES/SUPPLY OFFICERS

Secondary

Pablo Tabin Jr.
Lydia Liclican
Peter Gadia Jr.
Marvin Tacal

Elementary

Frances Jocelle Singson
Aniceto Pagaling Jr.
Kristel Mariz Abero
Donna Requilman

OVER-ALL IN-CHARGE

Dr. Maria Teresita R. Gapate – EPS Filipino/ In-charge of Campus Journalism
Marlon G. Taloza – EPS English/ In-charge of Campus Journalism

