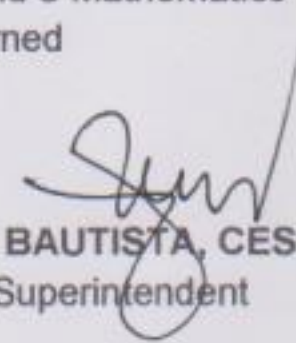




CITY SCHOOLS DIVISION OFFICE OF ANTIPOLO

MEMORANDUM

To: OIC, Assistant Schools Division Superintendent
OIC, Chief – Curriculum Implementation Division
Chief – Schools Governance Operation Division
Education Program Supervisor (Math)
Public Schools District Supervisors
Select Secondary School Heads
Select Grade 7 and 8 Mathematics Teachers
All Others Concerned

From: 
DR. ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

Subject: **MIGO PROJECT CHALK ACTIVITIES (SHADOWING)**

Date: February 15, 2019

Relative to Regional Memorandum No. 510, s. 2018 issued last September 03, 2018, the MIGO PROJECT CHALK will conduct the **shadowing activity** on February 18, 2019 to March 8, 2019 to select secondary school teachers of the following schools:


1. Cupang National High School
2. Bagong Nayon II National High School
3. San Jose National High School
4. San Roque National High School
5. Dalig National High School

The objective of this activity is to identify day to day activities of teachers and further determine the field where technology can create bigger impact.

Participants are 2 Grade 7 and 2 Grade 8 teachers from the above-mentioned schools who are involved in the Project Chalk. Please refer to Enclosures 1 and 2 for details.

The usual cooperation and compliance of all concerned is highly desired.

UM - 81 s. 2019

@BIB., 2019 

Enclosure 1 – Controlled Schools in Region IV-A

- Each school will have 2 observers.
 - 2 Grade 7 Math Teachers and 2 Grade 8 Math Teachers
- School Math Head shall endorse the observers to respective teachers and provide a weekly schedule.

Schedule

Date: February 18 – 22, 2019

Observer	Observee	School Name
Jean P.	1 Gr. 7 Math Teacher	Bagong Nayan 2 National High School
Gian S./Rach F.	1 Gr. 7 Math Teacher	Bagong Nayan 2 National High School
Ghil A.	1 Gr. 8 Math Teacher	Bagong Nayan 2 National High School
Angelita I.	1 Gr. 8 Math Teacher	Bagong Nayan 2 National High School
Anrose R.	1 Gr. 7 Math Teacher	Cupang National High School
Bench DS.	1 Gr. 7 Math Teacher	Cupang National High School
Danz A.	1 Gr. 8 Math Teacher	Cupang National High School
Arman S.	1 Gr. 8 Math Teacher	Cupang National High School

Date: February 25 – March 1, 2019

Observer	Observee	School Name
Jean P.	1 Gr. 7 Math Teacher	San Roque National High School
Ghil A.	1 Gr. 7 Math Teacher	San Roque National High School
Gian S./Rach F.	1 Gr. 8 Math Teacher	San Roque National High School
Lester E.	1 Gr. 8 Math Teacher	San Roque National High School
Angelita I.	1 Gr. 7 Math Teacher	San Jose National High School
Herrick H.	1 Gr. 7 Math Teacher	San Jose National High School

Date: March 4 – 8, 2019

Observer	Observee	School Name
Jean P.	1 Gr. 8 Math Teacher	San Jose National High School
Bench DS.	1 Gr. 8 Math Teacher	San Jose National High School
Anrose R.	1 Gr. 7 Math Teacher	Dalig National High School
Herrick H.	1 Gr. 7 Math Teacher	Dalig National High School
Arman S.	1 Gr. 8 Math Teacher	Dalig National High School
Ella C.	1 Gr. 8 Math Teacher	Dalig National High School

Enclosure 2 – Facilitators' Plan

- Present the letter to the principal or school head
- Brief teachers about the purpose of the activity.

Name of Teacher : _____
 Name of School : _____
 Date : _____
 Name of Observer : _____

Category:

- 1 - Inside – Classroom Activity
 - A. Discussion
 - B. Facilitate Activities/Exam/Quizzes
 - C. Group Activity
- 2 - Administrative Task
 - A. Checking of Exams/ Homework/Notebook
 - B. Creating Lesson Plan/Visuals Aids
 - C. Updating Class Record
 - D. Creating Other Paperworks i.e. Budget Plan
- 3 - Personal
 - Breaktime/Lunch
 - B. Miscellaneous/Others
- 4 - Extra-curricular Activities
 - A. Coaching
 - B. Participating in School Activities
 - C. Meetings

Time Start	Time End	Section	Category	Details