



Republic of the Philippines
Department of Education
Region VII, Central Visayas
DIVISION OF CEBU PROVINCE
IPHO Bldg., Sudlon, Lahug, Cebu City



July 22, 2014

DIVISION MEMORANDUM
No. 357 s. 2014

CORRIGENDA AND ADDENDA TO DIVISION MEMORANDUM, NO. 333, s. 2014
(3-Day Live-Out Seminar-Workshop on Coaching and
Officiating Selected Sports Events)

To: Assistant Superintendents
Division Supervisors/Coordinators
District Supervisors/OICs
Elementary and Secondary School Heads
Heads, Private Elementary and Secondary Schools

1. Please be informed of the corrigenda and addenda to Division Memorandum No. 333, s. 2014, **(3-Day Live-Out Seminar-Workshop on Coaching and Officiating Selected Sports Events)** for the guidance and information of all concerned:

A. Corrigenda: Considering the budget and time, there will only be two areas instead of four clusters.

1. Dates and venues:

* North Cebu – Venue: Liloan Central Elementary School, August 14-16, 2014

* South Cebu - Venue: Dumanjug 1 Central School , August 7-9, 2014

2. Registration fee: from Php 150.00 to Php 100.00

B. Addenda:

1. Recommended teachers/invited resource persons and demonstrators who were inadvertently omitted in the Memorandum:

a. Felix Poloyapoy - Chess, University of San Carlos, South Campus

b. Lourdes Y. Pedroza - Swimming, Bogo City

c. Rhythmic Gymnastics Demonstrators – DCAP, Liloan

*Jowena Almirez

*Mary Andrea Cantero

*Theresia Rhosse Regner

*Ella May Visoc

d. Roland Tecson - Badian NHS, Support Staff

2. Seminar-Workshop Matrix (Please see enclosed matrix)

2. Host District Supervisors/OICs, Elementary and Secondary School Heads are requested to take charge in the preparation of the playing venues, billeting quarters of the training team and participants who are coming from far districts, and attendance of all the persons concerned to ensure success of the said workshop.

3. This Memorandum shall serve as the participants' Authority to Travel.

4. Immediate dissemination of this Memorandum is desired.

ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent

SEMINAR-WORKSHOP MATRIX

DAY 1- THURSDAY	TIME	ACTIVITIES	
Morning	7:00 – 8:30	Arrival/ Registration	
	8:30 – 9:00	Opening Program	
			• Philippine National Anthem
			• Prayer
			• Welcome Remarks - Host
			• Acknowledgment of Participants
			• Light Number - Host
			• Inspirational Message – Dr. Arden D. Monisit
			• Statement of Purpose/Leveling/ House Rules/ Mechanics of the Workshop:
			ASDS Roseller N. Gelig / ASDS Leah P. Noveras
	9:00- 12:00		Plenary Session
			• Nutrition
			• Sports Medicine
			• Roles, Responsibilities and Code of Ethics: -Coaches and Officiating Officials
• Guidelines/Requirements for Provincial Meet/CVIRAA • Important Dates/Activities related to Provincial Meet/CVIRAA			
Afternoon	12:00 – 1:00	LUNCH BREAK	
	1:00 -2:00	Grouping by Event/ Going to the different venues	
	2:00 – 2:45	Pre-Test / Snack Break	
	2:45 – 5:00	Rules and Laws of the Game	
DAY 2 FRIDAY			
Morning	8:00 – 10:00	Interpretation of Rules of the Game .../Snack Break	
	10:00 – 12:00	Coaching/Officiating Techniques and Strategies	
Afternoon	12:00 – 1:00	LUNCH BREAK	
	1:00 – 3:00	Human Relation Techniques in Handling Players..../Snack Break	
	3:00 – 5:00	Basic Training and Skills Demonstration	
DAY 3 SATURDAY			
Morning	8:00 – 12:00	PRACTICUM / POST TEST	
	12:00 – 1:00	LUNCH BREAK	
Afternoon	1:00 – 2:30	Clearing House/ Wrapping up/Evaluation	
	2:30 – 3:00	Closing Program	

ARDEN D. MONISIT, Ed. D.
Schools Division Superintendent



PROPOSED BUDGET

Name of Activity: Three-Day Live-Out Seminar-Workshop on Coaching and Officiating Selected Sports Events

Date /Venue : August 7-9, 2014 for South Cebu, Dumanjug 1 Central ES
 August 14-16, 2014 for North Cebu, Liloan Central Elem. School

Source of Funds: a. Division INSET/MOOE/Pre-Regional Meet Funds
 b. Registration Fee from each participant – Php 100.00

Number of Participants:

- Training Team74
- District/Support Staff (7 per area)7
- Total 81

ESTIMATED EXPENDITURES:

I.From Division MOOE Funds:


- A. Food**
- *Coffee/ snacks: Six at Php 50.00/person x 81 (Php 24, 300.00x2) = Php 48,600.00
 - *Meals : 8 meals at Php 100.00/person x 81 x 2 areas = 129,600.00
 - C. Playing venues rental (2 areas) = 1,000.00**
 - D. Contingencies = 3,000.00**

TOTAL BUDGET ... Php 181,200.00
 XXXXXXXXX

II.From Registration Fee:

- A. CDs/handouts for other sports events/programs & certificates
- B. Honoraria of the invited Resource Speakers

Prepared by:


VIRGINIA S. CAYON
 Division PESS Coordinator

APPROVED:


ARDEN D. MONISIT, Ed. D.
 Schools Division Superintendent