



Republic of the Philippines
Department of Education
REGION X



SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent

10 July 2024

DIVISION MEMORANDUM

No. 479 s, 2024

**JOINT TRAINING OF TRAINERS (TOT) FOR CHILD DEVELOPMENT WORKERS AND
KINDERGARTEN TEACHERS ON MUSIC, MOVEMENT, AND ARTS**

TO: Gladys Serino- City Central School
Novemier Posas- Indahag Elementary School
Christine Dabatian- Balulang Elementary School
This Division

1. Regarding the invitation of United Nations Children's Fund (UNICEF) on the Joint Training of Trainers (TOT) for Child Development Workers and Kindergarten Teachers on Music, Movement, and Arts, you are hereby directed to participate in the said activity on July 11-13, 2024 at Dipolog City.
2. Participants are expected to check-in at the venue in the afternoon of July 2024 and check-out will be on July 14, 2024 (Sunday), breakfast will be provided for that day. The UNICEF will provide full board and lodging for all attendees during the 3-day Training of Trainers.
3. This Office directs the immediate and wide dissemination of this Memorandum.

ROY ANGELO E. GAZO
Schools Division Superintendent



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United Nations Children's Fund
14/F North Tower, Rockwell Business
Center Sheridan, Mandaluyong City
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www.unicef.org/philippines



1 July 2024
Ref. MALO 24-604

Dr. Roy Angelo E. Gazo
Schools Division Superintendent
Schools Division of Cagayan de Oro City

Attention: Dr. Anita Gochuco, Public Schools District Supervisor

Dear Dr. Gazo,

Following up on our letter dated 29th April, we are pleased to confirm the receipt of 31 Music Space Kits by your Division. As previously communicated, the Joint Training of Trainers (TOT) for Child Development Workers and Kindergarten Teachers on Music, Movement, and Arts is scheduled to take place from July 11 to 13, 2024 in Dipolog City (exact venue to be announced). The music space kits, and training support the implementation of the MATATAG kindergarten curriculum, for which UNICEF has provided technical assistance in developing the lesson exemplars.

In this regard, we cordially invite the following 3 Kindergarten teacher trainers from your division to participate in the TOT.

We kindly request the Division to cover the travel costs and per diem of its participants. UNICEF will provide full board and lodging for all attendees during the 3-day TOT. Participants are expected to check-in at the venue in the afternoon of 10 July (Wednesday), and dinner will be provided that day. Check-out is 14 July (Sunday), and breakfast will be provided that day. For queries/clarifications and confirmation of attendance, please contact Cecille Arcadio at cdajoyag@unicef.org.

We eagerly anticipate productive discussions and collaborative learning among Kindergarten and CDW Trainers, aimed at enhancing the quality of early childhood education as children progress from home to preschool and into primary grades.

Best regards,

Akihiro Fushimi
Chief, Education Section

Cc: Assistant Secretary Alma Torio, Curriculum and Teaching
Director Leila Areola, Bureau of Learning Delivery

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29 April 2024

Dr. Roy Angelo E. Gazo
Schools Division Superintendent
Schools Division of Cagayan de Oro City

Attention: Dr. Anita Gochuco, Public Schools District Supervisor

Dear Dr. Gochuco,

Thank you very much for our on-going collaboration in the implementation of the Basic Education Development Plan, specifically for Kindergarten. We are pleased to note three initiatives in this regard:

- 1) Distribution of three hundred-twenty (320) copies of **"Teach from Home Activity Guide: Mga Gabay sa Gawain na Naka Base sa Bahay para sa mga Batang Edad 0 Taon hanggang 5 Taon at 11 Buwang Gulang"**;
- 2) Retooling of Chief Trainers to equip school heads and supervisors on **"Play-Based, Assessment, Child-Centered, Developmentally- Appropriate Practices"** and provide support system for quality delivery of Kindergarten education services. This includes guidance on supporting parents in facilitating learning activities at home using the Activity Guide for Parents;
- 3) Finalization of the composition and procurement of the Music Space Kit which is part of the project **"Disability-Inclusive Early Childhood Education through Music Education"**. This initiative aims to promote social interaction, holistic development, and enhance the emotional well-being of children, especially those at risk of developmental delays and with disabilities so they can have outlets for self-expression and creativity. The kit is composed of:
 - ✓ Five (5) sets of wooden castanets (2-piece set)
 - ✓ Five (5) sets of egg shakers (2-piece set)
 - ✓ Five (5) drums
 - ✓ One (1) ukulele
 - ✓ Five (5) tambourines

Please see Annex 1 for a picture of the Kit.

We are pleased to inform you that we are delivering thirty (30) Music Space Kits to selected elementary schools in UNICEF focus municipalities with the highest number of kindergarten children at risk of developmental delays, based on the latest results of the ECCD Checklist administration.

Additionally, we allocated one kit for the Schools Division as a sample. We highly recommend that your office consider it for future procurement.

The arrival of the kits is anticipated to be between April and May 2024. We kindly request that you submit the list of recipient elementary schools with the total number of Kindergarten to Grade 3 enrolments, and the number of children at risk of developmental delays in kindergarten, disaggregated by gender, to UNICEF, Attention: Cecil Arcadio at cdajoyag@unicef.org.

Furthermore, we will be inviting your Division to the **Training of Trainers for Music, Movement and Arts** this coming May or June. We are currently finalizing the training modules based on the feedback and lessons learned during the Training of Trainers of Child Development Workers in UNICEF focus municipalities and provinces.

We look forward to the effective use of these kits in the recipient schools as an integral part of our shared commitment for every child's right to holistic development.

Yours truly,



Psyche Vetta Olayvar
OIC, Education Section