DIVISION MEMORANDUM
No. 64, s. 2017

TO: Secondary School Heads
Secondary Mathematics Teachers Association of Catanduanes
(SMTAC) Officers and Members

FROM: SOCORRO V. DELA ROSA, CESO VI
Schools Division Superintendent

SUBJECT: Third Division Secondary Mathematics Educators Congress

DATE: March 24, 2017

1. The Secondary Mathematics Teachers Association of Catanduanes (SMTAC) will hold the Third Secondary Mathematics Educators Congress on April 9-10, 2017 at a venue that will be announced later.

2. The congress aims to
   a. present best sessions delivered during the Zonal Action Cell in Zone 1, 2, 3, & 4;
   b. familiarize teachers on Teaching Mathematics for understanding, implementing problem-based learning and creating mathematical word problem; and
   c. give recognition and appreciation to participants and facilitators of the Zonal Learning Action Cell.

3. Expected to attend the activity are the one hundred thirty seven (137) Officers and Members of the organization and the thirteen (13) Zonal Learning Action Cell Supervising School Heads.

4. A registration fee of One Thousand Pesos (Php 1,000.00) shall be charged to cover 2am snacks, 2 pm snacks, 2 lunch and 1 dinner. Participants shall pay the registration fee in cash for issuance of official receipt. Travel, registration fee an incidental expenses shall be charged against school’s MOOE/local funds subject to the usual accounting and auditing rules and regulations.

5. Two (2) days service credits will be granted considering that the schedule falls on a summer vacation.

6. The program of activities and list of working committees are attached as enclosures.

7. Immediate and wide dissemination of this Memorandum is earnestly enjoined.
<table>
<thead>
<tr>
<th>DAY 1</th>
<th>TIME</th>
<th>ACTIVITIES</th>
<th>IN-CHARGE</th>
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<tr>
<td>April 9, 2017</td>
<td>7:30-8:00</td>
<td>Registration</td>
<td>Hanelyn R. Pasenguos – PNHS-CC</td>
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<td>8:00-8:30</td>
<td>Opening Program</td>
<td>Jocelyn T. Tugano – PNHS-CC</td>
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<td></td>
<td>8:30-10:00</td>
<td>Session 1: Teaching Math for Understanding</td>
<td>Romel G. Petajan – Education Program Supervisor</td>
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<td>10:00-12:00</td>
<td>Session 2: Implementing Problem-Based Problem</td>
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<td>12:00-1:00</td>
<td>LUNCH</td>
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<td>1:00-3:00</td>
<td>Session 3: Creating Mathematical Word Problem</td>
<td>Romel G. Petajan – Education Program Supervisor</td>
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<td>3:00-5:00</td>
<td>Organizational Meeting</td>
<td>SMTAC Officers</td>
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<td>5:00-8:00</td>
<td>Awarding/Socials/Induction of New Elected Officers</td>
<td>Lanie Capistrano-Bagamanoc RDHS</td>
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<td>7:30-8:00</td>
<td>MOL</td>
<td>Zoren I. Anonuevo – Erwin G. De Jesus</td>
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<td>April 10, 2017</td>
<td>8:00-9:00</td>
<td>Math Investigatory Projects: Math Games</td>
<td>Lecture: Hanelyn R. Pasenguos – PNHS-CC</td>
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<td>9:00-10:00</td>
<td>Math Investigatory Projects: Math Puzzle</td>
<td>Project Presentation: Javine A. Magtangob - CNHS</td>
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<td>10:00-11:00</td>
<td>Math Investigatory Projects: Math Device</td>
<td>Lecture: Carol P. Gil – CNHS</td>
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<td>11:00-12:00</td>
<td>Clearing House</td>
<td>Math SIM 7 – Jessa F. Purcil – Cabacab NHS</td>
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<td>1:00-3:00</td>
<td>Mathematics Strategic Intervention Material</td>
<td>Math SIM 8 – Carol P. Gil – CNHS</td>
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<td>3:00-5:00</td>
<td>Clearing House Closing</td>
<td>Facilitator: Jocelyn O. Rima – Baras RDHS</td>
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**WORKING COMMITTEES**

- **Accommodation**
  - Chairman: Jason V. Jimenez – CNHS
  - Co-Chairman: Francis M. Tabios – CNHS
  - Member: Edwin Tomes – Dororian NHS

- **Program and Invitation**
  - Chairman: Carol P. Gil – CNHS
  - Co-Chairman: Javine A. Magtangob – CNHS
  - Member: Jennifer A. Bobis – CNHS

- **Registration**
  - Chairman: Hanelyn R. Pasenguos – PNHS-CC
  - Co-Chairman: Jocelyn Tugano – PNHS-CC
  - Member: Lita P. Asanza – Caramoran RDHS

- **Documentation**
  - Chairman: Julie Ann B. Tayas – Millaviga IS
  - Co-Chairman: Rhona C. Tagle – Caramoran RDHS
  - Members: Angelica T. Reodique, Shelia T. Tatel

- **Certificates**
  - Chairman: Allan B. Villegas – CNHS
  - Co-Chairman: Ronie T. Tolledo – CNHS
  - Member: Javine A. Magtangob – CNHS

- **Socials**
  - Chairman: Elmer P. Zafe – Bote IS
  - Co-Chairman: Nestor T. Ubalde Jr. – Baras RDHS
  - Member: Lilib V. Guerrero – Baras RDHS

- **Raffles**
  - Chairman: Jocelyn C. Reyes – SAVS
  - Co-Chairman: Emmequine Duenas – Cabuga IS
  - Member: Angelina R. Sarmiento – CNHS

- **Quality Assurance**
  - Chairman: Jocelyn O. Rima – Baras RDHS