



Republic of the Philippines  
**Department of Education**  
REGION III-CENTRAL LUZON  
SCHOOL DIVISION OF SAN JOSE DEL MONTE CITY  
KAYPIAN ELEMENTARY SCHOOL  
KAYPIAN ROAD BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY 3023

October 18, 2023

**School Memorandum**  
No. 064 s. 2023

To: Master Teachers  
Grade Leaders  
Teaching and Non-Teaching Personnel

**Understanding Bloom's Taxonomy, Two-Way Table of Specification, Item Analysis and Preparation of Item Bank and Budget of Works (BOW)**

1. This Office announces the conduct of School Learning Action Cell (SLAC) entitled Understanding Bloom's Taxonomy, Two-Way Table of Specification, Item Analysis and Preparation of Item Bank and Budget of Works (BOW) on October 27, 2023, 8:00 a.m-11:30 a.m for morning session and 1:00 p.m-4:30 p.m for afternoon session at Kaypian Elementary School Music Room.
2. The activity aims to:
  - a. encourages higher-order thought in their learners by building up from lower cognitive skills;
  - b. provides a common language for teachers to discuss and exchange learning and assessment methods; and
  - c. helps the teachers to understand the objectives of classroom teaching.
3. Participants in this activity are the teaching personnel, school head and Administrative Officer of Kaypian Elementary School.
4. Attached herewith are the activity design and the matrix of the activity.
5. Immediate and wide dissemination of this school memorandum is desired.

  
**DIANALYN A. PALAGANAS PhD**  
Principal III

**SECUREd KaypEStans**  
Strengthening and Ensuring  
Commitment of the Unified and  
Resilient Stakeholders in Achieving Quality **Ed**ucation



Kaypian Elementary School  
School ID: 107157  
Kaypian Road Barangay Kaypian, San Jose del Monte City 3023  
Official Email: 107157.sjdmcc@deped.gov.ph  
Official Website: www.kaypes.weebly.com





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**ACTIVITY DESIGN**

**I. Activity Title:** Understanding Bloom's Taxonomy, Two-Way Table of Specification, Item Analysis and Preparation of Item Bank and Budget of Works (BOW)

**II. Objective:** This activity aims to:

- a. encourages higher-order thought in their students by building up from lower cognitive skills;
- b. provides a common language for teachers to discuss and exchange learning and assessment methods; and
- c. helps the teachers to understand the objectives of classroom teaching.

**III. Proposed Date and Venue:** October 27, 2023, KaypES Music Room

AM Session-8:00am-11:30am

PM Session-1:00pm-4:30pm

<b>IV. Participants:</b>	Teaching Personnel	71
	<u>Non-Teaching Personnel</u>	<u>3</u>
	Total:	74

**V. Budgetary Requirement:**

**AM Snack**

37 pax x Php 75.00 .....Php 2,775.00

**PM Snack**

37 pax x Php 75.00 .....Php 2,775.00

**TOTAL..... Php 5,550.00**

**VI. Source of Fund:** MOOE Fund

Prepared:

**DIANALYN A. PALAGANAS PhD**

Principal III

Allotment Available:

**BLESILDA G. BENJAMIN**

Administrative Officer II



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**MATRIX OF ACTIVITIES**  
October 27, 2023

AM SESSION			PM SESSION		
TIME	ACTIVITY	PERSON/S INVOLVED	TIME	ACTIVITY	PERSON/S INVOLVED
8:00-8:15	Opening Program	TECHNICAL WORKING COMMITTEE	1:00-1:15	Opening Program	TECHNICAL WORKING COMMITTEE
8:15-9:15	Bloom's Taxonomy Two-Way TOS	LORDILYN P. IGNACIO Teacher III	1:15-2:15	Bloom's Taxonomy Two Way TOS	LORDILYN P. IGNACIO Teacher III
9:15-9:30	Snack	TWG	2:15-2:30	Snack	TWG
9:30-10:30	Preparation of Item Analysis, Item Banking, Budget of Works, and Metacognition	ARLENE T. CRUZ Master Teacher I	2:30-3:30	Preparation of Item Analysis, Item Banking, Budget of Works, and Metacognition	ARLENE T. CRUZ Master Teacher I
10:30-11:00	Awarding of Certificates	TECHNICAL WORKING GROUP  DIANALYN A. PALAGANAS PhD Principal III	3:30-4:00	Awarding of Certificates	TECHNICAL WORKING GROUP  DIANALYN A. PALAGANAS PhD Principal III

Prepared:

  
**MARIFER P. CAMACHO**  
SLAC Chairperson

Noted:

  
**DIANALYN A. PALAGANAS PhD**  
Principal III



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Preparation of Item Bank and Budget of Works (BOW)**

**TECHNICAL WORKING GROUP**  
October 27, 2023

MARIFER P. CAMACHO  
SLAC Chairperson

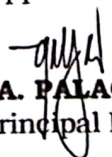
**Members**

ANNALIZA R. PIOQUID  
JENALYN R. SARTORIO  
ERIKA MAE B. MACINAS  
GEL C. ABANADOR  
JENILYN M. ABALOS  
LARIE ANN D. BAUTISTA  
JENELYN R. LABANG  
RUBY ROSA S. PARICO  
LOLITA B. SALACUP  
SARA MAY A. IBITA

**Resource Speakers/Facilitator**

ARLENE T. CRUZ, Master Teacher I  
LORDILYN IGNACIO, Teacher III

Approved:

  
**DIANALYN A. PALAGANAS PhD**  
Principal III



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