



Republic of the Philippines
Department of Education
REGION III –CENTRAL LUZON
SCHOOLS DIVISION OF SAN JOSE DEL MONTE CITY
KAYPIAN ELEMENTARY SCHOOL
BARANGAY KAYPIAN, SAN JOSE DEL MONTE CITY

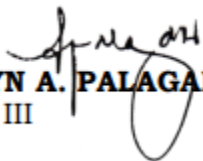
January 15, 2024

SCHOOL MEMORANDUM
No. 5 s. 2024

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

**UPSKILLING KaypES TEACHERS' PERFORMANCE, SKILLS, AND INNOVATION FOR THE
ENHANCEMENT OF KaypES LEARNERS' ACADEMIC PERFORMANCE**

1. This Office announces the conduct of In-Service Training entitled "Upskilling KaypES Teachers' Performance, Skills, and Innovation for the Enhancement of KaypES Learners' Academic Performance" on January 24-26;29-20, 2024, 7:30 a.m-5:00 p.m at Kaypian Elementary School Conference Room.
2. The activity aims to:
 - a. evaluate the school's progress in implementing its program, projects and activities (PPAs)
 - b. develop skills/abilities about the incorporation of technological applications in daily teaching.
 - c. equip teachers with the necessary guidance to carry out an Action Research and innovation proposals.
 - d. assess teachers' performance employing RPMS-IPCRF
 - e. create instructional materials to improve the teaching-learning process.
 - f. help teachers make sound financial decisions, as well as to view their job positively, and show high productivity levels.
3. Participants to this activity are the teaching personnel, school head and Administrative Officer of Kaypian Elementary School.
4. Participants are advised to bring their own laptop, extension wire and internet connections.
5. Attached herewith are the activity design and the matrix of the activity.
6. Immediate and wide dissemination of this school memorandum is desired.


DIANALYN A. PALAGANAS PhD
Principal III

MATATAG
Bansang Makabata  Batang Makabansa

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Strengthening and Ensuring
Commitment of the Unified and
Resilient Stakeholders in Achieving Quality Education

