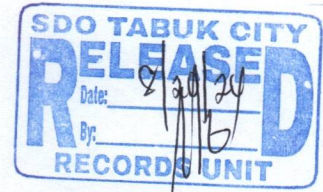




Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region  
**Schools Division of Tabuk City**



August 20, 2024

**DIVISION MEMORANDUM**

No. 313 s. 2024

**CONDUCT OF DIVISION TRAINING WORKSHOP FOR THE  
GRADE 2 AND 3 TEACHERS ON THE DEVELOPMENT OF DEVELOPMENTALLY  
APPROPRIATE READING MATERIALS**

**TO:** Public Schools District Supervisors  
Education Program Supervisors (CID)  
Elementary School Heads

1. The Schools Division of Tabuk City, through the Indigenous Peoples Education Program, announces the conduct of the Division Workshop for the Grade 2 and 3 Teachers on the Development of Developmentally Appropriate Reading Materials at the MHotel and Restaurant, Appas, Tabuk City on August 22-23, 2024
2. The training workshop has the following objectives:
  - a. To enable the teachers to identify and understand the cognitive, linguistic, and social-emotional developmental stages of Grade 2 and 3 learners, and how these stages influence reading abilities and preferences.
  - b. To help the teachers develop skills in creating and selecting reading materials that align with the developmental needs of Grade 2 and 3 learners, focusing on vocabulary development, sentence structure, and content that engage and challenge young readers appropriately.
3. The participants in this training are the Grade 2 and 3 teachers in all the schools in the division. They are expected to bring with them their laptops and extension cords. They may also bring with them reading books for their reference.
4. Since the training falls on a holiday (August 23, 2024), 1 service credit will be granted to all the teachers while 1.5 leave credits will be granted to the supervisors and school heads who will be attending said activity.
5. The expenses for the meals, snacks, and training materials for all the participants and the training team will be charged against the IPED Program Support Fund (2023 continuing fund) subject to existing auditing and accounting rules and regulations.
6. Immediate and widest dissemination of this memorandum is desired.

  
**BENEDICTA B. GAMATERO, PhD, CESO V**  
Schools Division Superintendent



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