



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VIII



SCHOOLS DIVISION OFFICE OF CATBALOGAN CITY

DIVISION MEMORANDUM
NO. 275, s. 2018

TO: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads
All Others Concerned

FROM: **CRISTITO A. ECO, CESO V**
Schools Division Superintendent

SUBJECT: DIVISION ORIENTATION WORKSHOP ON THE ADMINISTRATION OF THE 2018 PHILIPPINE INFORMAL READING INVENTORY (Phil-IRI)

DATE: JULY 31, 2018

- To orient and update School Heads (SH) and Public Schools District Supervisors (PSDS) relative to The Philippine Informal Reading Inventory (Phil-IRI) designed to assist teachers and school heads in determining students' reading levels, the Office through the Curriculum and Instruction Division (CID) will conduct the **Division Orientation Workshop in the Administration of the 2018 Philippine Informal Reading Inventory (Phil-IRI) on August 28 to 30, 2018.**
- The activity aims to:
 - orient/update/refresh School Heads and Public Schools District Supervisors on the 2018 Phil-IRI;
 - walkthrough in handling and interpreting reading assessment results; and
 - capacitate School Heads and PSDSs in providing Technical Assistance (TA) to teachers relative to Phil-IRI.
- Participants are the Elementary School Heads and PSDSs. No teacher – proxy is allowed.
- School Heads are required to bring with them the hard copy of the 2018 Phil-IRI Manual as its softcopy can be downloaded through the LRMSD Portal.
- A registration fee of PhP 1,800.00 only will be collected from the participants to defray expenses for the food (3 meals/lunch and 6 snacks), venue rental, materials, and other incidental expenses chargeable against local/school MOOE funds subject to the usual accounting and auditing rules and regulations. Likewise, travel and other related expenses incurred by the participants during the conduct of the activity are chargeable against the same fund sources as above and are subject to the same usual accounting and auditing rules and regulations.
- Dissemination of and compliance to this Memorandum are highly desired.

Enclosure: NONE

Reference: ECARP, 2018 AIP

Allotment: 1-3 (D.O. 50-97)

To be indicated in the *Perpetual Index* under the following:

READING ORIENTATION SCHOOL HEADS





Republic of the Philippines
Department of Education
 Region VIII
SCHOOLS DIVISION OFFICE OF CATBALOGAN CITY



Enclosure no. 1 to Division Memorandum no. 725, s. 2018

DIVISION ORIENTATION WORKSHOP ON THE ADMINISTRATION OF THE 2018 PHILIPPINE INFORMAL READING INVENTORY (PHIL-IRI) TRAINING MATRIX

Time	August 28, 2018 Day 1	August 29, 2018 Day 2	August 30, 2018 Day 3
7:30 – 8:30	Registration of Participants	7:30 – 8:00 Attendance/MOL	8:00 – 12:00 Walkthrough in Handling, Consolidating, and Interpreting Reading Assessment Results MOL
8:30 – 9:00	Opening Program	8:00 – 12:00 Simulations and Process Observations Stage 1. Group Screening Test (GST) Stage 2. Administering the Pretest Stage 3. Provision of Specialized Instruction Stage 4. Administering the Posttest	
9:00 – 10:00	--Leveling of Expectations & Setting Up of House Rules -Mrs. Cecilia A. Arga, EPS1	Simulators: Identified School Heads Process Observers: Mrs. Florita L. Lee, EPS1 Mrs. Paulina D. Gabbon, EPS1 Mrs. Cecilia A. Arga, EPS1 Mrs. Elena Cayat, Principal 1, Catb. III CES	-Workshop in Processing Data Mrs. Elena B. Cayat, Principal 1
10:00 – 11:00	Session 1: Essential Information About the Phil-IRI - Dr. Florita L. Lee, EPS1		
11:00 – 12:00	Session 2: Description of the Phil-IRI Testing Kit - Mrs. Elena B. Cayat, Principal 1		
12:00 – 1:00			
1:00 – 2:00	Session 3: General Directions for Administration: The 4 Stages - Mrs. Cecilia A. Arga, EPS1	1:00 – 2:30 Assessment as Basis for Intervention: The Phil-IRI Results Mrs. Florita L. Lee, EPS 1	1:00 – 4:00 -Workshop in Processing Data (Continuation) - Clearing House
2:00 – 5:00	Session 4: Specific Directions Stage 1. Initial Screening Using the Group Screening Test - Mrs. Florita L. Lee, EPS1 Stage 2. Administration of the Phil-IRI (Pretest) Stage 3. Provision of Specialized Instruction Stage 4. Administration of the Phil-IRI (Posttest) - Mrs. Paulina D. Gabbon, EPS1	2:30 – 5:00 Reading Remediation in a School Reading Program Mrs. Paulina D. Gabbon, EPS1	4:00 – 5:00 Closing Program
Officers of the Day	Dr. Conchita D. Dacutananan, PSDS Mrs. Cecilia A. Arga, EPS	Mrs. Rosita Lim, PSDS Mrs. Florita L. Lee, EPS1	Mrs. Cecilia C. Llever, PSDS Mrs. Paulina D. Gabbon, EPS1

Prepared by:

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Paulina D. Gabbon
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Recommending Approval:

MA. LUZ I. ORBE
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 Chief Education Supervisor, CID

APPROVED:

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 Schools Division Superintendent



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