



Republic of the Philippines
Department of Education

National Capital Region
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUL 13 2022

MEMORANDUM

No. 150, s. 2022

**XEPTO LEARNING MANAGEMENT SYSTEM TRAINING FOR SENIOR HIGH
SCHOOL TEACHERS**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
Chief Education Supervisor, School Governance and Operations Division
Senior High Principals / OIC
SHS ICT Coordinators
All Others Concerned

1. In line with the strategic directions of the Schools Division Office of Muntinlupa City to uplift the quality of teaching and learning processes in the new normal education of Senior High School Students through distance learning delivery modalities and also with its quests of providing relevant learning managements system solutions, this Office shall spearhead and facilitate the XEPTO Learning Management System Training for Senior High School Teachers.
2. The prime objective of this activity is to capacitate the education program supervisors, public schools district supervisors, school heads/ principals, SHS ICT Coordinators and teacher-trainers on the full operationalization of the XEPTO Learning Management System (LMS). Likewise, this activity aims to provide an effective L & D platform to discuss the requirements, processes and existing guidelines, involving the technical aspects of the XEPTO LMMS.
3. The participants to this activity are the following:

Participants	Number of Participants
Schools Division Superintendent	1
Asst Schools Division Superintendent	1
Chief, CID	1
Education Program Supervisors	10
Public Schools District Supervisors (Mr. Jay Boy E. Evano and Ms. Clarisa C. Avila)	2
School Principals / OIC (TNHS, MSHS, MNHS & CSHS)	4
SHS ICT Coordinator	4
Teacher – Trainers 2 per school	8
SDO ICT Team	2
Total	33



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com



ISO 9001:2015
Certified No. 18.1519.026

4. The following schedules are as follows:

Activities	Date
Bootcamp P1 and P2 (Champions)	July 18 – 22, 2022 (2-4 pm)
Synchronous 1: Training Orientation	July 25, 2022 (2-4 pm)
Completion of Phase 1 Asynchronous Courses	August 5, 2022
Completion of BXOE Intro and Modules 1-2	July 29, 2022
Pre Meeting 1 for Champion Teachers	July 27, 2022 (2 – 4 pm)
Synchronous 2: Deepening BXOE Modules 1 -2	July 29, 2022 (2 – 4 pm)
Prep Meeting 2 for Champion Teachers	August 1, 2022 (2 – 4 pm)
*Synchronous 3: Deepening BXOE Modules 3 - 4	August 5, 2022 (2 – 4 pm)
Students and Parents Orientation	August 26, 2022
*Start of Phase 3: Boot camp 2 (Champions)	August 8 – 12, 2022
Phase 3: Teacher Training	August 15 – 31, 2022 *5 sync sessions will be scheduled

5. Immediate and wide dissemination of this Memorandum is desired.


CARLEEN S. SEDILLA, CESO V
 Schools Division Superintendent

Enclosure: As stated

References: None

To be indicate in the Perpetual Index under the following subjects:

SENIOR HIGH SCHOOLS

TRAINING PROGRAMS

MLB/ XEPTO LEARNING MANAGEMENT SYSTEM TRAINING FOR SENIOR HIGH SCHOOL TEACHERS

150 /July 12, 2022



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
 8805-9935, 8805-9940
 sdo.muntinlupa@gmail.com



Certified No: 18.1519.026