



Republic of the Philippines
Department of Education
REGION IX, ZAMBOANGA PENINSULA
SCHOOLS DIVISION OF DAPITAN CITY

May 16, 2024

DIVISION MEMORANDUM

No. 295, s. 2024

SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON THE MATATAG CURRICULUM

To: Assistant Schools Division Superintendent
Chief Education Supervisors (CID and SGOD)
Education Program Supervisors & Specialists
Public Schools District Supervisors
Public Elementary and Secondary School Heads
This Division

1. Pursuant to the unnumbered memorandum dated 20 December 2023 entitled Training on the MATATAG Curriculum for Teachers and School Leaders, this office announces the conduct of the **School-Based Training of Teachers (SBTT) on the MATATAG Curriculum** for Kindergarten, Grade 1, Grade 4 and Grade 7 teachers and school leaders on *May 21-25, 2024* at *Dapitan City Central School and Dapitan City National High School*.
2. The objective of the school-based training of teachers on the MATATAG Curriculum is to enhance the overall quality of education by equipping teachers with the knowledge, skills, and resources necessary to effectively implement the curriculum. This involves fostering a deep understanding of the curriculum's goals and content, improving teaching methodologies, and promoting continuous professional development to ensure that teachers can deliver a high-quality, inclusive, and student-centered education.
3. The participants of the said training are the identified teachers in Kindergarten, Grade 1, Grade 4, Grade 7, IPED, and School Heads. Teachers from private schools and state university are also invited to attend.
4. Service credits for teachers and Compensatory Overtime Credit (COC) for non-teaching personnel shall be granted for training that will fall on Saturdays, Sundays, and Holidays as stipulated in DepEd Order No. 53, s. 2003 and CSC-DBM Circular No. 02, s. 2004, respectively.
5. Meals and Snacks of the participants, and supplies & materials during the conduct of the School-Based Training of Teachers (SBTT) shall be charged against HRD with Sub-Aro RO-9-DAP-24-03-0147 and 2024 HRD INSET Funds subject to the usual accounting and auditing rules and regulations.



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6. For reference, enclosed are the following:
 - a. *Enclosure A*: List of Participants, Learning Facilitators, and Learning Managers
 - b. *Enclosure B*: Composition of PMTs
 - c. *Enclosure C*: Terms of reference
 - d. *Enclosure D*: Training Matrix
7. Participants, Learning Facilitators (LFs), Learning Managers (LMs), and PMTs are required to register online through this link: <https://forms.gle/KEkBwuBhXsSpd25GA>
8. For any clarifications and concerns, you may contact SEPS-HRD Michelle V. Torres, EdD. thru this mobile #09982945472 or EPS II-HRD Vicente Ramon V. Suarez II thru this mobile #09776688816.
6. Immediate dissemination of this Memorandum is desired.

DANNY B. CORDOVA, EdD, CESO VI
Schools Division Superintendent



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SCHOOL-BASED TRAINING OF TEACHERS ON THE MATATAG CURRICULUM

May 21-25, 2024 @ Dapitan City Central School (Elementary) & Dapitan City NHS (Secondary)

List of Participants, Learning Managers and Learning Facilitators & PMT Members

KINDERGARTEN (Class 1)

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Marie Xelty L. Enjambre	Aliguay IS	1	Dr. Luna Luz B. Racho	1	Dr. Marlyn E. Esmade
2	Divina E. Quitoy	Antipolo ES			2	Doris N. Bation
3	Susan S. Vertucio	Aseniero ES			3	Anelita Bulay-og
4	Joan R. Mabini	Ba ao ES			4	Maria Giselle D. Duhaylungsod
5	Tessie S. Balladares	Banbanan CS				
6	Lotis A. Malanog	Barcelona CS				
7	Maricel P. Tuala	Baylimango CS				
8	Ma. Zenda Q. Comar	Burgos ES				
9	Agnes M. Balucan	Canlucani ES				PMT Members
10	Carona R. Paez	Capucan ES			1	Camille S. Gaburno
11	Beverly B. Andag	Carang ES			2	Nerissa T. Luang
12	Jocelyn A. Bait-it	Dampalan ES				
13	Ivy Josefa V. Ferolino	Dapitan City CS				
14	Jeddah Mae S. Tabliga	Dapitan City CS				
15	Rhoda May S. Ruiz	Dapitan City CS				
16	Sarah Jean J. Eleccion	Dapitan City CS				
17	Melvie Mae E. Busico	Daro ES				
18	Almira O. Solatorio	DC Experimental ES				
19	Fe S. Quimiguing	DC Experimental ES				
20	Vivienne D. Quiros	DC SPED Center				
21	Ma. Gina M. Cordua	Diwaan ES				
22	Joan S. Cinco	Guimputlan IS				
23	Wilmar J. Catipay	Hilltop ES				
24	Lyra E. Elumbaring	Ilaya ES				
25	Rona A. Nestal	Ilaya ES				
26	Nida A. Sangual	Kauswagan IS				
27	Elsa Madarieta	Larayan ES				
28	Mary Cris Aubrey V. Gahuman	Lawaan ES				
29	Jade Mae P. Pino	Liyang ES				
30	Gazelle C. Sacal	Ma. Cristina ES				

Private School Participant	
31	Ma. Teresa T. Sudiactal (SJCDLCI)



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List of Participants, Learning Managers, Learning Facilitators and PMT Members

KINDERGARTEN (Class 2)

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Alma Riza B. Jaralve	Ma. Uray ES	1	Jocelyn E. Acorin	1	Sheimie Cagandahan
2	Ellen R. Murro	Masidlakon ES			2	Menvilou A. Tinae
3	Evangeline C. Tumapon	Napo ES			3	Maricel T. Gagan
4	Fey Ann G. Diao	Opao ES				
5	Sheena Grace C. Jumawan	Oro ES				
6	Jay Ann A. Ogarte	Owaon ES				
7	Cherry Meeh D. Baid	Oyan ES				
8	Marilou B. Mongcupa	Polo ES				
9	Chessel D. Julkanain	Potungan CS				
10	Michelle C. De Los Santos	San Francisco ES			1	Annie Lyn S. Trumata
11	Mary Ann G. Gumalal	San Nicolas ES			2	Charmaine Marie S. Cagandahan
12	Rueda M. Haictin	San Pedro IS				
13	Josephine S. Denura	San Vicente ES				
14	Zedley A. Laput	Selinog IS				
15	Maia L. Pado	Sicayab ES				
16	Christine M. Rodriguez	Sigayan ES				
17	Hazel Q. Hamoy	Sinonoc ES				
18	Charie M. Daulong	Sto. Nino ES				
19	Melonie B. Calimpon	Sulangon CS				
20	Ermelinda J. Mercado	Taguilon ES				
21	Marichan B. Pajartin	Taguilon ES				
22	Charlyn C. Balucan	Tag-ulo ES				
23	Rogie H. Villa	Talisay IS				
24	Dulce Y. Cabual	Tamion ES				
25	Cherrymie E. Sagaral	Yabu ES				
26	Diana Gracia F. Amiller	Dapitan City SPED Center				
27	Annabella B. Dagpin	Dapitan City SPED Center				
28	Belen R. Talic (SP)	Dapitan City CS				
29	Jun Carlo P. Tinio (TIC)	Bacong ES				

No.	Substitute-Teacher		
30	Tessa M. Alavanza (Substitute-Teacher)		



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GRADE 1 (Class 1)

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Charry B. Grandiza	Aliguay IS	1	Ma. Perga A. Cadiente	1	Helen T. Calaguian
2	Petronila J. Dequina	Antipolo ES			2	Analisa A. Bagarinao
3	Mary Ann A. Diao	Aseniero ES			3	Genalyn T. Daan
4	Inah'j O. Gallemmit	Aseniero ES			4	Riza A. Penaso
5	Ken Mary C. Realiza	Ba-ao ES			5	Tiffany L. Ubando
6	Ellen V. Tuyugon	Bacong ES				
7	Laila D. Bulay-og	Banbanan CS				
8	Emily I. Maglinte	Barcelona CS				PMT Members
9	Cristito G. Elumba Jr.	Baylimango CS			1	Jerene E. Sarmiento
10	Susan S. Recamara	Burgos ES			2	Michelle Myrh B. Polio
11	Grace S. Abad	Canlucani ES				
12	Sheila R. Mercado	Carang ES				
13	Rosemary B. Baje	Dampalan ES				
14	Anita T. Saguin	Dapitan City CS				
15	Arcelle D. Adasa	Dapitan City CS				
16	Erlyne C. Polinar	Dapitan City CS				
17	Heddy E. Ruales	Dapitan City CS				
18	May Kristine R. Cagatan	Dapitan City CS				
19	Patricia D. Ruiz	Dapitan City CS				
20	Merlyn S. Sumondong	Daro ES				
21	Amelia A. Caipang	DC Exp. ES				
22	Melba P. Benida	DC Exp. ES				
23	Venus E. Zamoras	DC Exp. ES				
24	Grethel T. Baje	Diwaan ES				
25	Analyn S. Labisig	Guimputlan IS				
26	Deolinda A. Baje	Hilltop ES				
27	Amor R. Adante	Ilaya ES				
28	Lyra B. Magsayo	Ilaya ES				
29	Doreen D. Dagotdot	Kauswagan IS				
30	Sonia Esmade	Larayan ES				
31	Jezah Mae Francisco	Larayan ES				
32	Rosalyn B. Antivo	Lawaan ES				
33	Julie S. Cabrana	San Francisco				
34	Lea D. Jamolod	Ma. Cristina ES				
35	Melvin H. Dagaylo-an	Ma. Uray ES				



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GRADE 1 (Class 2)

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Benlita T. Bagatua	Masidlakon ES	1	Joy I. Cagbabanua	1	Cheryl D. Ruiz
2	Liezl D. Lagasca	Napo ES			2	Ma. Shelva L. Carpenteros
3	Elvira E. Daymiel	Opao ES			3	Eden Ulat
4	Melody M. Lagutan	Oro ES			4	Diane Mae M. Diao
5	Allan C. Edayan	Owaon ES				
6	Arlyne R. Macalisang	Owaon ES				
7	Alma B. Senio	Oyan ES				
8	Nimfa C. Amoroto	Polo ES				PMT Members
9	Macrina T. Elope	Polo ES			1	Carleen M. Cardeno
10	Janet T. Dayna	Potungan CS			2	Judecel G. Tomogsok
11	Julie S. Cabreana	San Francisco ES				
12	Jamesa M. Valera	San Pedro IS				
13	Princess Caroline H. Arellano	San Pedro IS				
14	Camila B. Busico	San Vicente ES				
15	Emalinda L. Rodriguez	San Vicente ES				
16	Jacqueline T. Castañares	Selinog IS				
17	Perla D. Bongcawel	Sicayab ES				
18	Judith D. Tomales	Sicayab ES				
19	Mila R. Velasco	Tag-ulo ES				
20	Doris Abitona	Sinonoc ES				
21	Elsie E. Rubio	Dap. City SPED Ctr.				
22	Jenny A. Quizo	Talisay IS				
23	Maridel P. Sanguenza	Talisay IS				
24	Letty Tampus	Sto. Nino ES				
25	Georie O. Andilab	Taguilon ES				
26	Belinda M. Andag	Taguilon ES				
27	Phoebe Gian Marie A. Hamoy	Yabu ES				
28	Fatima E. Sarita	Tamion ES				
29	Nimfa M. Dinocot	Sulangon CS				
30	Jojie Telos	Sulangon CS				
31	Arjean A. Omilig	Sigayan ES				
32	Love J. Abello (SP)	Ba-ao ES				
33	Rufa R. Elumbaring (SP)	Diwaan ES				
34	Ofelia A. Cabanlit (SP)	Ilaya ES				
35	Nelia P. Tangcalagan (SP)	Sinonoc ES				

	LSB Participants		
36	Jamie O. Lagrimas (Dapitan City SPED Center)		



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GRADE 4 - ENGLISH

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Rowena T. Hampac	Aliguay IS	1	Janet O. Cadano	1	Dr. Bobbie E. Gurabot
2	Kareen Kierl P. Laquihon	Aseniero ES	2	Lyra L. Balladares	2	Jerry G. Hamoy
3	Leonor G. Empeynado	Barcelona CS			3	Camila Jeanette J. Debaloy
4	Estephen R. Alap-Ap	Baylimango CS			4	Aibelle G. Egay
5	Elicita S. Recamara	Dapitan City CS			5	Jay H. Sagario
6	Nora B. Carollo	Dapitan City CS				
7	Jona Villavito	DC Exp. ES				
8	Hazel Lou G. Ragas	Hilltop ES				PMT Members
9	Aibelle G. Egay	Ilaya ES			1	Nathaniel A. Mendiola
10	Liza P. Yap	Kauswagan IS			2	Junnefe C. Jaralve
12	Felix Shilo L Ferrater	Larayan ES				
13	Rachel B. Seno	Lawaan ES				
14	Sharon N. Acaylar	Ma. Cristina ES				
15	Evangeline L. Elcamel	Maria Uray ES				
16	Susan B. Acoymo	Masidlakon ES				
17	Ilyn J. Isanan	Napo ES				
18	Dioire P. Tome	Oro ES				
19	Myrna O. Verano	Polo ES				
20	June Bill G. Bagasina	San Francisco ES				
21	Marchery A. Trogello	Selinog IS				
22	Rodora C. Saldon	Sinonoc ES				
23	Artemio A. Naonao	Sulangon CS				
24	Gerardo J. Ruiz Jr.	Yabu ES				
25	Bernadette C. Pon	Talisay IS				
26	Silven L. Ferrater	Diwaan ES				
27	Gilyn E. Gallemmit (SP)	Tamion ES				
28	Glenda B. Paguia (HT)	Antipolo ES				
29	Isagani M. Recamara (HT)	Sicayab ES				
30	Mercedita B. Obnimaga (SP)	Sto. Nino ES				

	Substitute/LSB Teacher Participant		
31	Sundae Grace C. Belhot (Taguilon ES-Sub)		
32	Rodrigo V. Hernane II (Banbanan ES-LSB)		



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GRADE 7 - ENGLISH

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Melvin R. Cabasag	Aliguay IS	1	May Love M. Arances	1	Romel O. Eguia
2	Lirio R. Laput	Aseniero NHS	2	Genevieve S. Adiong	2	Rebecca D. Recentes
3	Nancy S. Espinosa	Barcelona NHS			3	Kimberly J. Burerros
4	Frechie M. Galleposo	Baylimango NHS			4	Janice C. Sales
5	Sheryl D. Denura	Dapitan City NHS			5	Ana Fiela B. Quimiguing
6	Ma. Charity D. Inding	Dapitan City NHS				
7	Ursulita A. Rafanan	Dapitan City NHS				
8	Friedrich A. Chiong	Ilaya NHS				PMT Members
9	Eda S. Recamara	Kauswagan IS			1	Catherine V. Acoymo
10	Reina C. Colot	Oro NHS				
11	Honeylene C. Martinez	Potungan NHS				
12	Eljean S. Laclac	San Pedro IS				
13	Mary Joy T. Bulay-og	Selinog IS				
14	Liezl L. Bulay-og	Sulangon NHS				
15	Jechelle Kate V. Torres	Sulangon NHS				
16	Christine Jera E. Quines	Talisay IS				
17	Tiffany L. Ubando	Sigayan SS				
18	Norams D. Abne	Sulangon NHS				
19	Delean D. Manugas	Dapitan City NHS				
20	Leah B. Acoymo (SP)	Ilaya NHS				
21	Marilou B. Monding (SP)	Dakak NHS				

	LSB Teacher-participants	#	JRMSU Participant
1	Maginda B. Maylon (DCNHS-Sicayab Ext.)	1	Herard B. Mandantes
2	Liezl J. Jaictin (San Pedro IS)	2	
3	Ma. Jasy Ann E. Sogo (DCNHS-Bacong Ext.)	3	



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GRADE 4 - FILIPINO

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Merly E. Calunsag	Antipolo ES	1	Eldie D. Robaro	1	Anisol M. Patangan
2	Leonila G. Eguia	Aseniero ES	2	Divina Gracia C. Ferraren	2	Marilyn C. Sarabia
3	Darlene D. Cueva	Ba-ao ES			3	Wenchor P. Agum
4	Florie May A. Castillon	Banbanan ES			4	Hannah C. Briones
5	Milfe A. Recha	Barcelona CS			5	Eva J. Regencia
6	Jane J. Maghinay	Baylimango CS				
7	Kendra Maxine S. Juliano	Burgos ES				
8	Marlon V. Daganasol	Dampalan ES				PMT Members
9	Gueen J. Medija	Dapitan City CS			1	Janen O. Potoy
10	Cherrie Mae T. Dagpin	Daro ES				
11	Stephen C. Tan	DC SPED Center				
12	Nikko P. Enoy	Guimputlan IS				
13	Mildred E. Saldon	Ilaya ES				
14	Dennis A. Arguelles	Larayan ES				
15	Lucita B. Apilan	Lawaan ES				
16	Maricel P. Recamara	Napo ES				
17	Anecita C. Elumbaring	Oro ES				
18	Gloria J. Galleposo	Polo ES				
19	Rowena C. Malalis	Potungan CS				
20	Gladdes C. Valiente	San Francisco ES				
21	Jolly Flor P. Calio	San Vicente ES				
22	Jeanette C. Obordo	Sinonoc ES				
23	Emma A. Abila	Sulangon Cs				
24	Evelyn B. Carbilida	Tamion ES				
25	Liberty L. Enjambre (SP)	Aliguay IS				
26	Rizza A. Daboda (SP)	Dap. City Exp. ES				
27	Cristina Z. Villoria (PICD)	Barcelona District				

	Substitute-Teacher		LSB Teacher-participant
28	Michelle A. Cabanlit (Tamion ES)	29	Niberly P. Dalman (Hilltop ES)



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GRADE 7 - FILIPINO

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Elvie S. Abubakar	Aliguay IS	1	Lindo O. Adasa, Jr.	1	Ruben D. Escudero, Jr.
2	Dana Cheyne P. Yorong	Aseniero NHS	2	July G. Saguin	2	Mira P. Esmade
3	Maricar R. Butuan	Barcelona NHS			3	Nona Love S. Saguin
4	Rizalyn B. Mayormita	Baylimango NHS			4	Michelle U. Suan
5	Myra C. Rafanan	Dakak NHS			5	Mirason S. Omilig
6	Irene B. Calasang	Dapitan City NHS				
7	Winda O. Fernandez	Dapitan City NHS				
8	Lechiel M. Revilleza	Dapitan City NHS				PMT Members
9	Chona R. Adjain	Ilaya NHS			1	Moises E. Eucogco
10	Maribel G. Am-Is	Kauswagan IS			2	Iresh P. Duran
11	Adela S. Luang	Oro NHS				
12	Sharen B. Gahuman	Potungan NHS				
13	Edenrose M. Sagapsapan	Sulangon NHS				
14	Stephanie A. Dajuela	Sulangon NHS				
15	Roselyn T. Sagang	Talisay IS				
16	JR Simed Joseph B. Saguin (SP)	Barcelona NHS				

	LSB Participants	#	JRMSU Participants
17	June Recxy C. Magtuba (DCNHS-Bacong Ext.)	19	Femar Matratar
18	Evelyn D. Dondoyano (Sigayan SS)		



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GRADE 4 - SCIENCE

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Arnel D. Penados	Diwaan ES	1	Felix G. Solatorio	1	Reyna Amor D. Ruiz
2	Clarisse B. Elcamel	Ilaya ES	2	Kristine B. Pon	2	Sharon A. Daganasol
3	Noneluna B. Sacal	Oyan ES			3	Maricar A. Recamara
4	Kenneth C. Agalot	Yabu ES			4	Ivy Jane A. Hamoy
5	Lucy P. Ocay	Kauswagan IS			5	Melissa B. Elcamel
6	Jessa Mae C. Balladares	Tag-Ulo ES				
7	Rola O. Saguin	Dapitan City CS				
8	Lina D. Obedencia	DC Exp. ES				PMT Members
9	Merilyn A. Narvaez	DC SPED Center			1	Carol J. Bael
10	Lorina D. Zafra	Polo ES				
11	Bernadette C. Pon	Talisay IS				
12	Maria Giselle D. Duhaylungsod	Aseniero ES				
13	Riza E Guinchoma	Potungan CS				
14	Arian G. Eleccion	Sigayan ES				
15	Maricel V. Jamolod	Antipolo ES				
16	Marife B. Ruano	Liyang ES				
17	Ruzel Margarita B. Acosta	Sicayab ES				
18	Stephanie Alegarbes	Sulangon CS				
19	Camille E. Lazarte	Hilltop ES				
20	Suzy E. Capulong	Owaon ES				
21	Venus Inojales	San Pedro IS				
22	Mary Ann Z. Cagatan (HT)	Napo ES				
23	Judycel L. Elumba (SP)	Canlucani ES				
24	Elsa Q. Aranas (PSDS)	Sulangon District				

LSB Teacher-participant	
25	Regine P. Malacat (Tag-ulo ES)



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SCHOOL-BASED TRAINING OF TEACHERS ON THE MATATAG CURRICULUM
 May 21-25, 2024 @ Dapitan City CS (Elem.) & Dapitan City NHS (Sec.)
 List of Participants, Learning Managers, Learning Facilitators and PMT Members

GRADE 7 - SCIENCE

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Emma G. Tillano	Aseniero NHS	1	Jessica S. Abellon	1	Regie E. Bait-it
2	Maria Benjie C. Calago	Barcelona NHS	2	Raquel B. Sodoso	2	Ma. Marilyn D. Germia
3	Analie J. Bagolboc	Baylimango NHS			3	Ruel E. Camazo
4	Benjie A. Calasang	Dakak NHS			4	Julie Mae P. Labor
5	Christi D. Adjain	Dapitan City NHS			5	Jastine Ruby G. Tormis
6	Erlina B. Nicdao	Dapitan City NHS				
7	Cykee Hannah May B. Tome	Dapitan City NHS				
8	Febrah Lou B. Acoymo	Ilaya NHS				PMT Members
9	Jamaica G. Patangan	Kauswagan IS			1	Wevina A. Quizo
10	Arsenia E. Alingal	Oro NHS			2	Medar E. Padoa, Jr.
11	Ivan Roy G. Rabe	Potungan NHS				
12	Gerlyn S. Banlos	Selinog IS				
13	Rowena E. Dangcalan	Sigayan SS				
14	Jade L. Duritan	Sulangon NHS				
15	Riezl S. Adasa	Sulangon NHS				
16	Jean M. Alonso	Talisay IS				
17	Mary Chris S. Balladares	DCNHS-Larayan Ext.				
18	Rene D. Acabal	Talisay IS				
19	Marvin A. Recamara	Oro NHS				

	LSB Teacher-Participants	#	JRMSU Participants
20	Elmer A. Bente (DCNHS-Sicayab Ext.)	23	Lenie Edis
21	Gilbert A. Page (Dampalan SS)		
22	Jomar L. Antonio (Dapitan City NHS)		



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GRADE 4 - MATH

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Eric Anthony B. Carreon	Bacong ES	1	Esmeralda A. Bagaipo	1	Anna Lee A. Solatorio
2	Merlyn P. Rasmus	Barcelona CS	2	Jasmin B. Adasa	2	Lorena O. Balladares
3	Willer P. Agum	Baylimango CS			3	Irene B. Cimafranca
4	Julro E. Gahisan	Canlucani ES			4	Judith C. Estoque
5	Jessel S. Jasme	Capucao ES			5	Lynette B. Esparcia
6	Aileen O. Obordo	Carang ES				
7	Lynne Q. Amarille	Dampalan ES				
8	Mario P. Tanquis	Dapitan City CS				PMT Members
9	Analyn F. Varon	DC Exp. ES			1	Gil D. Javier
10	Lorena G. Dimasuhid	DC SPED Center			2	May C. Saguin
11	Judith T. Joyohoy	Ilaya ES				
12	Estrellita D. Patay	Kauswagan IS				
13	Santiago M. Elumba	Larayan ES				
14	Vincent G. Acaylar	Lawaan ES				
15	Vanesa H. Saldon	Maria Uray ES				
16	Liven E. Bahi-an	Napo ES				
17	Fedelyn D. Cagbabanua	Opao ES				
18	Cheryl B. Solamillo	Oro ES				
19	Dorothy C. Bongabong	Owaon ES				
20	Nilda G. Recamara	Polo ES				
21	Reychen Mark A. Agan	San Francisco ES				
22	Janivie S. Ruiz	San Nicolas ES				
23	Norberta E. Alingal	San Pedro IS				
24	Rizza T. Saldon	San Vicente ES				
25	Jocelyn L. Sorela	Sigayan ES				
26	Nenette L. Morido	Sinonoc ES				
27	Richie G. Baes	Sto. Nino ES				
28	Rosie A. Malacat	Sulangon CS				
29	Joy E. Lagasca	Taguilon ES				
30	Ricky D. Arances	Talisay IS				
31	June Mark L. Padao	Sicayab ES				
32	Noel P. Mangubat (SP)	Ma. Cristina ES				
33	Gina C. Elope (HT)	Hilltop ES				
34	Mary Jean S. Lacay (HT)	Masidlakon ES				
35	Marilou S. Cagbabanua (HT)	Aseniero ES				



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GRADE 7 - MATH

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Ma. Kate R. Sorela	Aliguay IS	1	Jofrey B. Malana	1	Weney P. Amores
2	Elton Jame T. Labor	Aseniero NHS	2	Allan D. Bendano	2	Julie Anne G. Lacay
3	Mary Jane E. Roa	Barcelona NHS			3	Rey I. Jatico
4	Jucyl P. Dayao	Baylimango NHS			4	Charlyn A. Tomogsoc
5	Lerma L. Galleposo	Dakak NHS			5	Marjorie D. Malana
6	Kimberly A. Magsayo	Dampalan SS				
7	Janice B. Cagatan	Dapitan City NHS				
8	Nemia H. Dengal	Dapitan City NHS				
9	James B. Narvacan	Dapitan City NHS				PMT Members
10	Myrna M. Dagumo	Ilaya NHS			1	Glenda O. Acedo
11	Randell M. Cabilin	Kauswagan IS			2	Eva Luna P. Recamara
12	Erwin Alcido Jr.	Oro NHS				
13	Melbeth V. Bation	Potungan NHS				
14	Joseph Glenn A. Acaylar	San Pedro IS				
15	Shenna May A. Onganiza	Selinog IS				
16	Ladiemyris F. Cuento	Sulangon NHS				
17	Eleonor R. Tabliga	Talisay IS				
18	Grace O. Icao	Sulangon NHS				
19	Clarencio A. Elumba IV (SP)	Oro NHS				

	LSB Participants	#	JRMSU Participants
20	Eziel G. Tagbacaola (Guimputlan IS)	25	Philip Tagapan
21	Rosalyn J. Tenido (DCNHS-Sicayab Ext.)		
22	Angie A. Badio (DCNHS-Larayan Ext.)		
23	Maricel M. Bantaya (Sigayan SS)		
24	Lorie Mae E. Llena (DCNHS-Bacong Ext.)		



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GRADE 4 - EPP

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Marlene I. Icao	Antipolo ES	1	Jerry M. Perong	1	Macaria Manuta
2	Richel B. Rife	Barcelona CS	2	Andrew I. Estoque	2	Irene Piquero
3	Chummy T. Purol	Canlucani ES			3	Maria Fe C. Engcol
4	Glenes H. Sapuan	Capucao ES			4	Anna Lisa L. Elumba
5	Marilou P. Jamolod	Dapitan City CS			5	Mary Jessceth B. Magcanta
6	Emma L. Recamara	DC Exp. ES				
7	Roselma A. Valero	Hilltop ES				
8	Ninialyn E. Hortizuela	Ilaya ES				PMT Members
9	Marose N. Jamarolin	Polo ES			1	Jeffrey G. Jumalon
10	Leonora G. Luna	Sicayab ES				
11	Delfina J. Dagwayan	Sto. Nino ES				
12	Mary Ann B. Escoton	Talisay IS				
13	Alex C. Sapuan (HT)	Capucao ES				
14	Leonido J. Tabilon (SP)	Talisay IS				
15	Elbert A. Pon	San Vicente ES				
16	Jimmy B. Gahuman (PSDS)	Baylimango Dist.				



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GRADE 7 - TLE

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Lolita T. Dahilog	Aseniero NHS	1	Ronel L. Jamarolin	1	Emme A. Eldian
2	Serlita A. Sasuman	Barcelona NHS	2	Joseph D. Baes	2	Dorothy S. Gahuman
3	Ariel P. Tuala	Baylimango NHS			3	Ma. Dorothy Joy Gahisan
4	Irene B. Rudas	Dakak NHS			4	Joseph D. Quimiguing
5	Susan O. Anghag	Dampalan SS			5	Loida Curado
6	Romeo D. Acabal	Dapitan City NHS				
7	Vina S. Baes	Dapitan City NHS				
8	Elena B. Bingil	Dapitan City NHS				
9	Myrna Q. Lumongsod	Dapitan City NHS			1	PMT Members Arthur D. Pangilinan
10	Lota C. Montano	Dapitan City NHS			2	Aloha R. Lear
11	Elizabeth T. Elope	Ilaya NHS				
12	Joan N. Eguia	Oro NHS				
13	Joyce L. Puza	Potungan NHS				
14	Joji Amor D. Morte	Sulangon Nhs				
15	Merlyn B. Galleposo	Sulangon NHS				
16	Rosephell B. Cagatan	Sulangon NHS				
17	Michelle C. Hamoy	Talisay IS				
18	Josephus B. Vailoces	Dakak NHS				
19	Rolando J. Legarde	Dakak NHS				

#	LSB Teacher-Participant	#	JRMSU Participant
20	Francis N. Quizo (Dapitan City NHS)	21	Rolando Araola



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GRADE 4 - Araling Panlipunan

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Ronald M. Esmade	Antipolo ES	1	Ma. Jeanie R. Quimiguing	1	Genelyn M. Dabodabo
2	Jeremiah G. Pujanes	Aseniero ES	2	Genevieve C. Bael	2	Teresita J. Cainta
3	Mary Lou P. Dajuela	Dapitan City CS			3	Crizelle Gay P. Japon
4	July G. Binondo	DC Exp. ES			4	Maria Katrina Jean T. Cadano
5	Tomasita S. Garingalao	Ilaya ES			5	Maria Shiela B. Abrea
6	Ruel H. Colata	Liyang ES				
7	Luz T. Acoymo	Maria Uray ES				
8	Susan B. Acoymo	Masidlakon ES				PMT Members
9	Maureen C. Daquipil	Opao ES			1	Marie D. Medija
10	Maridi E. Bait-it	Potungan CS				
11	Fe V. Cagatan	Talisay IS				
12	Gay G. Icao	Polo ES				
13	Ervin D. Jauculan	Hilltop ES				
14	Joel Q. Ruiz (HT)	Lawaan ES				



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GRADE 7 - Araling Panlipunan

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Aileen T. Page	Aseniero NHS	1	Lydia I. Kilapkilap	1	Julito H. Abne
2	Shirie B. Aguilor	Barcelona NHS	2	Angel B. Aying	2	Mark Credo
3	Mauro D. Barnayja Jr.	Baylimango NHS			3	Philip D. Caermare
4	Josemarie A. Calasang	Dakak NHS			4	Rocel S. Baroy
5	Maritess B. Acaylar	Dap. City NHS			5	Martha Mardynne E. Base
6	Marvin C. Jauculan	Dap. City NHS				
7	Shekinah Ruth G. Bayron	Guimputlan IS				
8	Marlie E. Gallemit	Ilaya NHS				PMT Members
9	Shayne Everette E. Llido	Kauswagan IS			1	Maribel C. Eldian
10	Maricel Taruc	Oro NHS				
11	Lezette T. Tribujeña	Potungan NHS				
12	Cheene C. Tuballa	San Pedro IS				
13	Carlo A. Paloma	Sigayan SS				
14	Alona D. Jarapan	Sulangon NHS				
15	Nicole G. Lodovice	Talisay IS				

	LSB Participants		JRMSU Participant
16	Roseller B. Lomongo (DCNHS-Bacong Ext.)	23	Rafael Calib-og
17	Kendy Rean C. Acabal (San Pedro IS)		
18	Maricel R. Aguilor (SNHS-Owaon Ext.)		
19	Jan Eduard B. Potoy (San Pedro IS)		
20	Lilibeth E. Tobias (Ilaya NHS)		
21	Marian A. Andag (Dapitan City NHS)		
22	Jessa T. Amit (Dap. City NHS-Napo Ext.)		



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List of Participants, Learning Managers, Learning Facilitators and PMT Members

GRADE 4 - GMRC

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Ruhda C. Tejano	Dapitan City CS	1	Aileen P. Bantilan	1	Estrella B. Pardillada
2	Noen B. Bagalanon	Napo ES			2	Josefa Jumoad
3	Elma M. Elcamel	Ilaya ES			3	Josephine S. Alvarado
4	Haidee A. Bastasa	Dap. City SPED Ctr.			4	Aileen A. Cagatan
5	Janeth Saldon	Dap. City SPED Ctr.			5	Cherry May Jauculan
6	Reyvie Olario	Dap. City SPED Ctr.				
7	Ma. Flocerfida A. Eleccion	Polo ES				
8	Windrell B. Mongcupa (TIC)	Yabu ES				PMT Members
9	Imelda F. Tan	Baylimango CS			1	Anna Prees A. Mangubat
10	Erna C. Gasatan (SP)	Larayan ES				

#	LSB Participants		
11	Glenda Recamara (Dap. City SPED Center)		
12	Perseus V. Malacat (Dap. City Exp. ES)		
13	Glenda L. Betonga (Daro ES)		



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GRADE 7 - Values Education

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Marilyn C. Magdusa	Aseniero NHS	1	Horace Paul P. Cordova	1	Edna Q. Elope
2	Welliebeth C. Quizon	Barcelona NHS	2	Jaqueline A. Mirasol	2	Juvy S. Pestanas
3	Arleen V. Alayon	Baylimango NHS			3	Cecilia Cabanlit
4	Maricor B. Peras	Dakak NHS			4	Mercedita R. Pableo
5	Marlon C. Andrada	Dap. City NHS			5	Jessyl S. Dahili
6	Aloha R. Lear	Dap. City NHS				
7	Lani G. Baes	Ilaya NHS				
8	Carissa Mai P. Vasques	Oro NHS				PMT Members
9	Elgin S. Casquejo	Potungan NHS			1	Mark B. Recamara
10	Hilda H. Dalman	Talisay IS				
11	Angelita A. Cimafranca	Sulangon NHS				

#	LSB Participants	#	JRMSU Participant
12	Kaycee C. Saldon (DCNHS-Larayan Ext.)	13	Ana Candelanza



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GRADE 4 - MAPEH

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Mark Feal T. Pao	Baylimango CS	1	Germanico C. Malacat	1	Jezebel S. Boquida
2	Marlon S. Eguia	Dapitan City CS	2	Ma. Fe G. Florida	2	Edgardo J. Jamilar Jr.
3	Gretchen T. Ligutom	Dapitan City CS			3	Rinalyn U. Mongcupa
4	Felix A. Gentiles	DC Exp. ES			4	Gina C. Elope
5	Joemar S. Dagaya	Ilaya ES			5	Liezl Y. Ombay
6	Alfredo H. Ferolino	Larayan ES				
7	Marissa P. Japon	Sigayan ES				
8	Alma B. Icasama	Polo ES				PMT Members
9	Dominic Gahuman	Sicayab ES			1	Jhonalyn D. Macapanas
10	Riza B. Galanido (HT)	Carang ES				
11	Gemmalyn O. Ruiz (SP)	Opao ES				
12	Caroline D. Osorio (HT)	Owaon ES				
13	Pacita E. Balladares (SP)	San Pedro IS				

#	LSB Participants		
14	Karla Syren C. Acoymo (Barcelona CS)		
15	Cheryl May M. Elumba (Burgos ES)		



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GRADE 7 - MAPEH

No.	Participants	School	No.	Learning Managers	No.	Learning Facilitators
1	Jacklyn L. Academia	Asenero NHS	1	Suzette J. Recamara	1	Minerva G. Paler
2	Jan Hope S. Verano	Barcelona NHS	2	Maria Roneza T. Hamoy	2	Rowena S. Rose
3	Lorriane P. Hayag	Baylimango NHS			3	Edelyn C. Baguio
4	Bamie A. Lantaca	Dampalan SS			4	Arsel P. Mendez
5	Ellem N. Antivo	Dapitan City NHS			5	Ren Markhem A. Sumaylo
6	Josephine C. Cabasag	Dapitan City NHS				
7	Russel S. Castillon	Dapitan City NHS				
8	Shaira Grace B. Duhaylungsod	Dapitan City NHS				PMT Members
9	Desiree Jade P. Datolayta	Guimputlan IS			1	Grace B. Elumbaring
10	Kyt Princess G. Abal	Ilaya NHS			2	Geraldine Q. Elumbaring
11	Jeannie Irene D. Gestopa	Kauswagan IS				
12	Eden P. Galleposo	Oro NHS				
13	Juvylaine L. Dangcalan	Potungan NHS				
14	Abygaile S. Pardillo	Selinog IS				
15	Christine Jane K. Caermare	Sulangon NHS				
16	Hazel Grace S. Daung	Talisay IS				
17	Fely A. Bagood	Sulangon NHS				
18	Ivy Joy Coca	Aliguay IS				

	LSB Participants		JRMSU Participant
18	Voltaire O. Villacampo	25	Algelyn Fuentes
19	Jestoni E. Cagbabanua (DCNHS-Sicayab Ext.)		
20	Delaphey Mae D. Dagpin (DCNHS-Larayan Ext.)		
21	Juvie Lee G. Gerivola (Sigayan SS)		
22	Conrad Conway B. Camanse (Dap. City NHS)		
23	Nikka B. Calunsag (Dap. City NHS)		
24	Maristela M. Calasang (Oro NHS-Napo Ext.)		



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 May 21-25, 2024 @ Dapitan City Central School (Elementary) & Dapitan City NHS (Secondary)

COMPOSITION OF THE PROGRAM MANAGEMENT TEAM

Over-all Lead	SDS Dr. Danny B. Cordova, EdD, CESO VI
	OIC- ASDS Aurelio A. Santisas, CESE
Over-all Program Managers	CES Sherlito E. Sagapsapan (SGOD)
	CES Dr. Vicente Jose V. Suarez II (CID)
Program Manager	SEPS Dr. Michelle V. Torres
Over-all Learning Managers	EPS Ann J. Agda & EPS Florence S. Gallemit
Grade Level/Subject Area Learning Managers	
<i>Kindergarten</i>	Dr. Luna Luz B. Racho & Jocelyn E. Acorin
<i>Grade 1</i>	Ma. Perga A. Cadiente & Joy I. Cagabanua
<i>Grade 4-English</i>	Janet O. Cadano & Lyra L. Balladares
<i>Grade 7-English</i>	May Love M. Arances & Genevieve S. Adiong
<i>Grade 4-Filipino</i>	Eldie D. Robaro & Divina Gracia C. Ferraren
<i>Grade 7-Filipino</i>	Lindo O. Adasa, Jr. & July G. Saguin
<i>Grade 4-Science</i>	Felix G. Solatorio & Kristine B. Pon
<i>Grade 7-Science</i>	Jessica S. Abellon & Raquel B. Sodoso
<i>Grade 4-Math</i>	Esmeralda A. Bagaipo & Jasmin B. Adasa
<i>Grade 7-Math</i>	Jofrey B. Malana & Allan D. Bendano
<i>Grade 4-EPP</i>	Jerry M. Perong & Andrew I. Estoque
<i>Grade 7-TLE</i>	Ronel L. Jamarolin & Joseph D. Baes
<i>Grade 4-AP</i>	Ma. Jeanie R. Quimiguing & Genevieve C. Bael
<i>Grade 7-AP</i>	Lydia I. Kilapkilap & Angel B. Aying
<i>Grade 4-GMRC</i>	Aileen P. Bantilan
<i>Grade 7-Values Education</i>	Horace Paul P. Cordova & Jaqueline A. Mirasol
<i>Grade 4-MAPEH</i>	Germanico C. Malacat & Ma. Fe G. Florida
<i>Grade 7-MAPEH</i>	Suzette J. Recamara & Maria Roneza T. Hamoy



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Resource Speakers/Subject-Matter Experts	
<i>Kindergarten</i>	Dr. Marlyn E. Esmade, Doris N. Bation, Maria Giselle D. Duhaylungsod,
	Sheimie Cagandahan, Maricel T. Gagan
	Menvilou A. Tinae & Anelita Bulay-og
<i>Grade 1</i>	Cheryl D. Ruiz, Helen T. Calaguian, Riza A. Penaso,
	Analisa A. Bagarinao, Ma. Shelva L. Carpenteros,
	Ginalyn T. Daan, Eden Ulat & Tiffany L. Ubando, Jose C. Overa
<i>Grade 4-English</i>	Dr. Bobbie E. Gurabot, Jerry G. Hamoy,
	Camila Jeanette J. Debaloy, Aibelle G. Egay &
	Jay H. Sagario
<i>Grade 7-English</i>	Romel O. Eguia, Rebecca D. Recentes
	Kimberly J. Bureros, Janice C. Sales &
	Ana Fiela B. Quimiguing
<i>Grade 4-Filipino</i>	Anisol M. Patangan, Marilyn C. Sarabia
	Wenchor P. Agum, Hannah C. Briones &
	Eva J. Regencia
<i>Grade 7-Filipino</i>	Ruben D. Escudero, Jr., Mira P. Esmade
	Nona Love S. Saguin, Michelle U. Suan &
	Mirason S. Omilig
<i>Grade 4-Science</i>	Reyna Amor D. Ruiz, Sharon A. Daganasol
	Maricar A. Recamara, Ivy Jane A. Hamoy &
	Melissa B. Elcamel
<i>Grade 7-Science</i>	Regie E. Bait-it, Ma. Marilyn D. Germia,
	Ruel E. Camazo, Julie Mae P. Labor &
	Jastine Ruby G. Tormis
<i>Grade 4-Math</i>	Anna Lee A. Solatorio, Lorena O. Balladares,
	Irene B. Cimafranca, Judith C. Estoque &
	Lynette B. Esparcia
<i>Grade 7-Math</i>	Weney P. Amores, Julie Anne G. Lacay,
	Rey I. Jatico, Charlyn A. Tomogsoc &
	Marjorie D. Malana
<i>Grade 4-EPP</i>	Macaria A. Manuta, Irene Piquero,
	Maria Fe C. Engcol, Anna Lisa L. Elumba &



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	Mary Jessceth B. Magcanta
Grade 7-TLE	Emme A. Eldian, Dorothy S. Gahuman
	Ma. Dorothy Joy Gahisan, Joseph D. Quimiguing & Loida Curado
Grade 4-AP	Genelyn M. Dabodabo, Teresita J. Cainta
	Crizelle Gay P. Japon, Maria Katrina Jean T. Cadano & Maria Shiela B. Abrea
Grade 7-AP	Julito H. Abne, Mark Credo
	Philip D. Caermare, Rocel S. Baroy & Martha Mardynne E. Base
Grade 4-GMRC	Estrella B. Pardillada, Josefa Jumuad,
	Josephine S. Alvarado, Aileen A. Cagatan & Cherry May Jauculan
Grade 7-Values Education	Edna Q. Elope, Juvy S. Pestanas,
	Cecilia Cabanlit, Mercedita R. Pableo & Jessyl S. Dahili
Grade 4-MAPEH	Jezebel S. Boquida, Edgardo J. Jamilar Jr.,
	Rinalyn U. Mongcupa & Gina C. Elope
	Liezl Y. Ombay
Grade 7-MAPEH	Minerva G. Paler, Rowena S. Rose
	Edelyn C. Baguio, Arsel P. Mendez & Ren Markhem A. Sumaylo
M & E Coordinator	SEPS Dr. Nueva A. Andag
Documenter	EPS2 Johann Andrei A. Ladera & AO Cyver O. Dalman
Secretariat	EPS2 Vicente Ramon V. Suarez II & AO II & HT
Welfare Officer	Nurses Gwilym C. Elumba, Elvie H. Page, Marita S. Gaburno, Joyce S. Martillano, Silvan Elmer S. Gemperoso & Narcelle T. Bacatan
Logistics Officer	AO Ritchel Q. Abila, AO Junry B. Onganiza
Finance Officer	Accountant Olga P. Miranda



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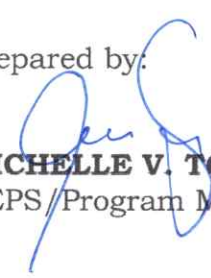


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SUMMARY OF THE NUMBER OF PMT MEMBERS AND PARTICIPANTS

Position/Designation	No. of Pax
Over-all Lead (SDS, ASDS)	2
Over-all Program Managers (CES)	2
Over-all Learning Managers (LM)	2
Grade Level/Subject Area LMs	35
Resource Speakers/Subject-Matter Experts	96
M&E Coordinator	1
Documenter (EPS2 & AO II)	2
Secretariat (EPS2, AO II & HTs)	33
Welfare Officer (Dentist & Nurses)	6
Logistics Officer (AO II)	2
Finance Officer (Accountant III)	1
Participants	436 (486 including LSB, JRMSU & SJCDLC)
Regional M&E Team	2
TOTAL	620

Prepared by:


MICHELLE V. TORRES
 SEPS/Program Manager

Approved by:


DANNY B. CORDOVA, EdD, CESO VI
 Schools Division Superintendent



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PROGRAM MANAGEMENT TEAM TERMS OF REFERENCE (PMT-TOR)

(Pursuant to DepEd Memorandum No. 044, s. 2023)

	Role	Terms of Reference
1	Program Manager	<ol style="list-style-type: none"> 1. Oversees the implementation of the entire program. 2. Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards. 3. Orients the PMT and the resource persons/subject matter experts on their terms of reference and the details of the program design. 4. Accomplishes the Program Delivery Readiness Checklist. 5. Leads in conducting debriefing with the PMT and resource speakers/subject matter experts. 6. Prepares the CPD documents for submission to the PRC through the NEAP-R. 7. Leads in crafting the Program Completion Report.
2	Learning Manager	<ol style="list-style-type: none"> 1. Leads in the conduct of the program per session room. 2. Ensures that the program is carried out based on the detailed design in collaboration with the resource persons/subject matter experts. 3. Prepares and maintains a conducive learning environment by facilitating unfreezing, leveling of expectations and norm-setting activities and addressing emerging learning needs. 4. Facilitates management of learning activities as scheduled and as needed. 5. Facilitates integration session at the end of the intervention, including preparation of Workplace Application Plan (WAP). 6. Ensures that the pre-assessment is administered. 7. Assists the M&E Coordinator in monitoring and evaluating the sessions and program delivery. 8. Ensures that Level 2 (Learning) evaluation is conducted and analyzes the results in coordination with the M&E Coordinator. 9. Prepares and sends a communication to participants' supervisors regarding program completion and the importance of implementing the Workplace Application Plan (WAP).
3	Resource Speaker/Subject Matter Expert	<ol style="list-style-type: none"> 1. Applies effective presentation and facilitation techniques in conducting assigned sessions. 2. Provides expert content input during learning sessions.



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4	Monitoring and Evaluation Coordinator	<ol style="list-style-type: none"> 1. Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT. 2. Assists the Program Manager in accomplishing the Program Delivery Readiness Checklist. 3. Applies process observation and prescribed tools to monitor and evaluate program delivery. 4. Administers and analyzes the results of Level 1 evaluation which is to be presented during the debriefing. 5. Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation. 6. Prepares Post-Program Delivery M&E Report and submits to Program Manager for inclusion in the Program Completion Report.
5	Documenter	<ol style="list-style-type: none"> 1. Documents the proceedings of the learning sessions using the prescribed documentation template. 2. Takes photos of the different parts of the program delivery. 3. Assists the M&E Coordinator in monitoring and evaluating program delivery.
6	Secretariat	<ol style="list-style-type: none"> 1. Attends to the registration needs of the learners. 2. Ensures that learners fill up attendance sheets everyday. 3. Prepares directory of participants based on the registration forms. 4. Assists in the distribution of learning materials and supplies. 5. Assists in posting and collection of session outputs. 6. Complies session documents and learning resource materials.
7	Welfare Officer	<ol style="list-style-type: none"> 1. Ensures that provisions for inclusion, safety, security, health and wellness of learners, PMT, and resource persons are adequate and available at all times in the venue. 2. Attends to emerging inclusion, safety, security, health and wellness concerns of participants, PMT, and resource speakers/subject matter experts (including incidents of social exclusion, sexual harassment, etc.)
8	Logistics Officer	<ol style="list-style-type: none"> 1. Ensures the quality, adequacy and availability of facilities, equipment, supplies and materials, vehicles, and other resources to support the successful implementation of the program. 2. Leads ocular inspection of venues to ensure adherence to standards and specifications. 3. Checks that session room are always ready for use and conducive for learning.



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9	Finance Officer	<ol style="list-style-type: none">1. Oversees all finance-related concerns of the program, including efficient allocation and timely release of funds as well as the documentation for liquidation.2. Initiates procurement processes of resources, materials and relevant services and follows up fund disbursement with appropriate offices.3. Monitors and documents all disbursements against budget to support liquidation.4. Liquidates all fund disbursements and prepares a financial report as input to the Program Completion Report.
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 SCHOOLS DIVISION OF DAPITAN CITY
School-Based Training on the MATATAG Curriculum
GENERAL TRAINING MATRIX
 May 21-25, 2024

Cluster A (Kindergarten and Grade 1)

Time	Day 1 (Tuesday-May 21, 2024)	Day 2 (Wednesday-May 22, 2024)	Day 3 (Thursday-May 23, 2024)	Day 4 (Friday-May 24, 2024)	Day 5 (Saturday – May 25, 2024)	
7:45- 8:00	Arrival/Registration		Management of Learning – MOL (to be conducted in breakout sessions/plenary venue depending on the first topic of the day)			
8:00 -10:00	Pre-Test NUEVA A. ANDAG, EDD SEPS – M&E Opening Program	Session 4: Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies: Curriculum Standards and Unpacking/Clustering of Learning Competencies (Q1)	Session 6: MATATAG Curriculum Instructional Design Framework MARLYN E. ESMADÉ P-IV	Session 8: Integrating 21 st Century Skills in Classroom-based Assessment RIZA A. PENASO SSP-II	Session 12: Management of School-based Training Program DORIS N. BATION	
10:00- 10: 15	Session 1: The General Shape of the MATATAG Curriculum MA. PERGA A. CADIENTE EPS-I	Cont. Of Session 4	SNACK BREAK			
10:15 – 12:00			Session 7a: MATATAG [Learning Area] IDP: Pedagogy and Assessment	Session 9: Classroom Practices to Promote Inclusion for Special Needs Education Learners (SNED) HELEN T. CALAGUIAN P-II	Session 13: Facilitation Skills ANALISA BAGARINAO	
12:00 -1:00			LUNCH BREAK			
1:00 -3:00	Session 2: 21 st Century Skills in the MATATAG Curriculum SHEMIE A. CAGANDAHAN MT-I	Session 5: Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies: Curriculum Standards and Unpacking/Clustering of Learning Competencies (Q2)	Cont. of Session 7a	Session 10: Collaborative Expertise MA. JESSEL DUHAYLUNGSSOD	Session 11: Class Observation in the Context of MATATAG Curriculum JOY I. CAGBABANUA PSDS	
3:00 – 3:15			SNACK BREAK			
3:15 – 5:00	Session 3: Walkthrough of (Learning Area) Shaping Paper M. TINNAEM. ESMADÉ	Cont. of Session 5	Session 7b: MATATAG [Learning Area] Walkthrough of Learning Resources	Demonstration Teaching		
5:00-5:15			Q A M E / End-of-Day Evaluation Nueva A. Andag, Edd SEPS – M&E			
5:15 -6:00			PMT DAILY DEBRIEFING			

**Sessions in colored cells are plenary sessions to be conducted in one venue for all the SBTT (Cluster A) participants; they cover topics common across grade levels and learning areas.



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Cluster B (Grade 4)

School-Based Training on the MATATAG Curriculum
 GENERAL TRAINING MATRIX
 May 21-25, 2024

Time	Day 1 (Tuesday-May 21, 2024)	Day 2 (Wednesday-May 22, 2024)	Day 3 (Thursday-May 23, 2024)	Day 4 (Friday-May 24, 2024)	Day 5 (Saturday – May 25, 2024)
7:45- 8:00	Arrival/Registration		(to be conducted in breakout sessions/plenary venue depending on the first topic of the day)		
8:00 –10:00	Pre-Test NUEVA A. ANDAG, EDD SEPS – M&E Opening Program	Session 4: Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies and Unpacking/Clustering of Learning Competencies (Q1)	Session 6: MATATAG Curriculum Instructional Design Framework ELDIE ROBARO HT-II	Session 8: Integrating 21 st Century Skills in Classroom-based Assessment JASMIN ADASA MT-I	Session 12: Management of School-based Training Program MA. FE FLORIDA MT-II
10:00- 10:15	Session 1: The General Shape of the MATATAG Curriculum FELIX G. SOLATORIO HT-II	Cont. Of Session 4	SNACK BREAK		
10:15 – 12:00			Session 7a: MATATAG [Learning Area] IDF: Pedagogy and Assessment	Session 9: Classroom Practices to Promote Inclusion for Special Needs Education Learners (SNED) JAY H. SAGARIO T-III	Session 13: Facilitation Skills LYRA L. BALLADARES P-I
12:00 -1:00			LUNCH BREAK		
1:00 -3:00	Session 2: 21 st Century Skills in the MATATAG Curriculum GENEVEVE C. BAEL MT-II	Session 5: Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies: Curriculum Standards and Unpacking/Clustering of Learning Competencies (Q2)	Cont. of Session 7a	Session 10: Collaborative Expertise ANDRO ESTOQUE MT-II	Session 11: Class Observation in the Context of MATATAG Curriculum ANN J. AGDA EPS - Science
3:00 – 3:15			SNACK BREAK		
3:15 – 5:00	Session 3: Walkthrough of (Learning Area) Shaping Paper	Cont. of Session 5	Session 7b: MATATAG [Learning Area] Walkthrough of Learning Resources	Demonstration Teaching	
5:00-5:15			Q A M E / End-of-Day Evaluation Nueva A. Andag, Edd SEPS – M&E		
5:15 -6:00			PMT DAILY DEBRIEFING		



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 SCHOOLS DIVISION OF DAPITAN CITY
School-Based Training on the MATATAG Curriculum
GENERAL TRAINING MATRIX
 May 21-25, 2024
Cluster C (Grade 7)

***Sessions in colored cells are plenary sessions to be conducted in one venue for all the SBTT (Cluster B) participants; they cover topics common across grade levels and learning areas.*

Time	Day 1 (Tuesday-May 21, 2024)	Day 2 (Wednesday-May 22, 2024)	Day 3 (Thursday-May 23, 2024)	Day 4 (Friday-May 24, 2024)	Day 5 (Saturday – May 25, 2024)
7:45- 8:00	Arrival/Registration		Management of Learning – MCOL (to be conducted in breakout sessions/plenary venue depending on the first topic of the day)		
8:00 –10:00	Pre-Test NUEVA A. ANDAG, EDD SEPS – M&E Opening Program	Session 4: Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies: Curriculum Standards and Unpacking/Clustering of Learning Competencies (Q1)	Session 6: MATATAG Curriculum Instructional Design Framework MINERVA PALER MT-III	Session 8: Integrating 21 st Century Skills in Classroom-based Assessment JUVY PESTANAS ASP-I	Session 12: Management of School-based Training Program NONA LOVE S. SAGUIN T-III
10:00- 10: 15	Session 1: The General Shape of the MATATAG Curriculum RAQUEL B. SODOSO HT-I	Cont. Of Session 4	 SNACK BREAK Session 7a: MATATAG [Learning Area] IDF: Pedagogy and Assessment	Session 9: Classroom Practices to Promote Inclusion for Special Needs Education Learners (SNED) SUZETTE J. RECAMARA HT-I	Session 13: Facilitation Skills GENEVIEVE ADIONG HT-I
12:00 -1:00			 LUNCH BREAK		
1:00 -3:00	Session 2: 21 st Century Skills in the MATATAG Curriculum ANGEL P. AYING HT-I	Session 5: Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies: Curriculum Standards and Unpacking/Clustering of Learning Competencies (Q2)	Cont. of Session 7a	Session 10: Collaborative Expertise RONEL JAMAROLIN MT-II JOEFFREY MALANA P-III	Session 11: Class Observation in the Context of MATATAG Curriculum
3:00 – 3:15			 SNACK BREAK		
3:15 – 5:00	Session 3: Walkthrough of (Learning Area) Shaping Paper	Cont. of Session 5	Session 7b: MATATAG [Learning Area] Walkthrough of Learning Resources	Demonstration Teaching	
5:00-5:15			Q A M E / End-of-Day Evaluation Nueva A. Andag, Edd SEPS – M&E		
5:15 -6:00	 PMT DAILY DEBRIEFING				



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***Sessions in colored cells are plenary sessions to be conducted in one venue for all the SBTT (Cluster C) participants; they cover topics common across grade levels and learning areas.*



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