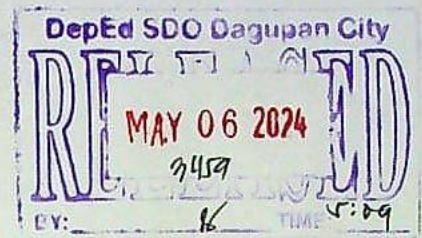




Republic of the Philippines
Department of Education
 REGION I

SCHOOLS DIVISION OFFICE DAGUPAN CITY



Office of the Schools Division
 Superintendent

May 6, 2024

DIVISION MEMORANDUM

No. 190 s. 2024

**CORRIGENDUM AND ADDENDUM TO DIVISION MEMORANDUM No. 186,
 s. 2024 titled DIVISION TRAINING OF TRAINERS (DTOT) AND SCHOOL
 LEADERS ON THE MATATAG CURRICULUM**

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

1. Relative to the issued Division Memorandum no. 186, s. 2024 titled *Division Training of Trainers (DTOT) and School Leaders on the MATATAG Curriculum*, the following are changes in the schedule of the DTOT to be held at Lenox Hotel, Dagupan City:

	Grade Level	Date
Secondary Lenox Hotel (2 nd floor)	Grade 7	May 9 – 13, 2024
Elementary Lenox Hotel (4 th floor)	Kinder Grade 1 Grade 4	May 14-18, 2024

2. Registration will start at 8:00 a.m. while the Program will begin at 9:00 a.m.
3. In addition, the **Pre-Conference for the DTOT Secondary** will be on **May 7, 2024, 9:00 a.m.**, to be attended by the Program Management Team for Secondary. Meanwhile, the **Pre-Conference for the DTOT Elementary** will be on **May 8, 2024, 9:00 a.m.** to be attended by the Program Management Team for Elementary. The said Pre-Conference will be held at Lenox Hotel, Dagupan City.
4. The Program Management Teams with corresponding roles are herein attached as *Enclosure 1*.



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5. All other details in the Memorandum are still in effect.
6. Immediate dissemination of this Memorandum is desired.

ROWENA C. BANZON EdD, CESO V
Schools Division Superintendent



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Enclosure 1 of Div. Memo no. _____, s. 2024

PROGRAM MANAGEMENT TEAM DTOT ON THE MATATAG CURRICULUM
(SECONDARY)
May 9-13, 2024

Top Management

1. Rowena C. Banzon-Program Lead
2. Anna Liza M. Chan-Assistant Program Lead
3. Maria Linda R. Ventenilla-Learning Manager
4. Edilberto R. Abalos-Program Manager

Resource Speakers

EPS (7)

1. Ronie Bonao
2. Alfred Gonzales
3. Gemma Erfelo
4. Sheryl Villacorta
5. Liberty Roxas
6. Cherry Cayabyab
7. Agnes Royulada

PSDS (1)

8. Cristina Aquino

School Heads (1)

9. Willy Guieb

Head Teachers (4)

10. Renan Bautista
11. Hazel Dolor
12. Mary Jean Siapno
13. Josephine Liwanag

Master Teachers (1)

14. Glaiza Gutierrez

Teachers (2)

15. Katherine Meneses
16. Michelle Felstead



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Technical Working Group (Secondary)

Logistics Ensure the availability of resources needed in the conduct of the training. Ensure the availability of approved supplies needed in the conduct of the training.	Myrel Angelica Lopez Claire Tamayo
M&E Lead Monitors Ensure the timely and efficient evaluation of the session, facilitator, and program. Supplies M&E report to the Top Management, Program Manager, and Training Manager.	Isagani Rosario Edgar Timbol
Budget and Finance Ensure the alignment and availability of the funds for the proposed program/ activity as specified in the approved WFP. Ensure the timely release of funds needed for the conduct of the approved L&D PAPs and activity request.	Harking Reyes Zenaida Peralta
Health Officers Ensure the observance of health protocols. Monitors the physical well-being of all participants. Does other related work.	Noreen Vidal Christian Espiritu
Alternate Program Managers Assist in ensuring that the L&D PAPs is in accordance to the identified strategic goal of the division.	Irish Solis Gilliane Casaclang
Facilitator Facilitate the Management of Learning (MOL), and every session/activity. Ensures the availability of training materials and learning resources. Secretariat Ensure the timely registration, checking of attendance, and consolidate outputs. Ensure the target and actual attendance of participants. Documenter Ensure the submission of comprehensive, accurate and timely narrative of the proceedings of the L&D PAPs.	Chelsea Paras Bruce Dela Cruz (English, Math, Science)



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Technical Working Group (Secondary)

Logistics Ensure the availability of resources needed in the conduct of the training. Ensure the availability of approved supplies needed in the conduct of the training.	Myrel Angelica Lopez Claire Tamayo
M&E Lead Monitors Ensure the timely and efficient evaluation of the session, facilitator, and program. Supplies M&E report to the Top Management, Program Manager, and Training Manager.	Isagani Rosario Edgar Timbol
Budget and Finance Ensure the alignment and availability of the funds for the proposed program/ activity as specified in the approved WFP. Ensure the timely release of funds needed for the conduct of the approved L&D PAPs and activity request.	Harking Reyes Zenaida Peralta
Health Officers Ensure the observance of health protocols. Monitors the physical well-being of all participants. Does other related work.	Noreen Vidal Christian Espiritu
Alternate Program Managers Assist in ensuring that the L&D PAPs is in accordance to the identified strategic goal of the division.	Irish Solis Gilliane Casaclang
Facilitator Facilitate the Management of Learning (MOL), and every session/activity. Ensures the availability of training materials and learning resources. Secretariat Ensure the timely registration, checking of attendance, and consolidate outputs. Ensure the target and actual attendance of participants. Documenter Ensure the submission of comprehensive, accurate and timely narrative of the proceedings of the L&D PAPs.	Chelsea Paras Bruce Dela Cruz (English, Math, Science)



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M&E Focal

Ensure the timely and efficient evaluation of the session, facilitator, and program. Provide M&E report to the Learning Manager, Training Manager, and SDO M&E Lead.

Does other related work.

Facilitator

Facilitate the Management of Learning (MOL), and every session/activity.

Ensures the availability of training materials and learning resources.

Secretariat

Ensure the timely registration, checking of attendance, and consolidate outputs.

Ensure the target and actual attendance of participants.

Documenter

Ensure the submission of comprehensive, accurate and timely narrative of the proceedings of the L&D PAPs.

M&E Focal

Ensure the timely and efficient evaluation of the session, facilitator, and program. Provide M&E report to the Learning Manager, Training Manager, and SDO M&E Lead.

Does other related work.

Dino Visperas

Ariane Ollado

**(Filipino, Aral Pan, MAPEH,
Values/GMRC)**

Facilitator

Facilitate the Management of Learning (MOL), and every session/activity.

Ensures the availability of training materials and learning resources.

Secretariat

Ensure the timely registration, checking of attendance, and consolidate outputs.

Ensure the target and actual attendance of participants.

Documenter

Jan Galvez

Gim Calulut

(TLE)



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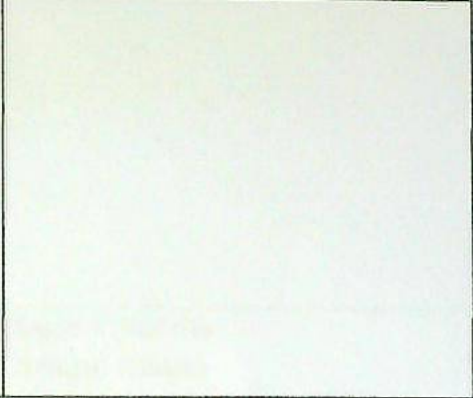
**Office of the Schools Division
Superintendent**

Ensure the submission of comprehensive, accurate and timely narrative of the proceedings of the L&D PAPs.

M&E Focal

Ensure the timely and efficient evaluation of the session, facilitator, and program. Provide M&E report to the Learning Manager, Training Manager, and SDO M&E Lead.

Does other related work.



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PROGRAM MANAGEMENT TEAM DTOT ON THE MATATAG CURRICULUM
(ELEMENTARY)
May 14-18, 2024

Top Management

1. Rowena C. Banzon-Program Lead
2. Anna Liza M. Chan-Assistant Program Lead
3. Maria Linda R. Ventenilla-Learning Manager
4. Edilberto R. Abalos-Program Manager

Resource Speakers

EPS (1)

1. Maria Socorro Dimalanta

School Heads (13)

2. Gary Desoloc
3. Maria Rita Teresa Rinoza
4. Marisel Gatchalian
5. Mary Ann Carrera
6. Markconi Taroma
7. Jose Cardozo
8. Marnelli Sonza
9. Agnes Calicdan
10. Reymond Villare
11. Jimmy Cancino
12. Ronel Salazar
13. Elmer Amansec
14. Kristine De Guzman

Master Teachers (3)

15. Minafe Gabiola
16. Jeffrey Ceralde
17. Lilian Tandoc

Teachers (1)

18. Mary Airra Aquino





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SCHOOLS DIVISION OFFICE DAGUPAN CITY

Office of the Schools Division
Superintendent

Technical Working Group (Elementary)

Logistics Ensure the availability of resources needed in the conduct of the training. Ensure the availability of approved supplies needed in the conduct of the training.	Myrel Angelica Lopez Claire Tamayo
M&E Lead Monitors Ensure the timely and efficient evaluation of the session, facilitator, and program. Supplies M&E report to the Top Management, Program Manager, and Training Manager.	Isagani Rosario Edgar Timbol
Budget and Finance Ensure the alignment and availability of the funds for the proposed program/ activity as specified in the approved WFP. Ensure the timely release of funds needed for the conduct of the approved L&D PAPs and activity request.	Harking Reyes Zenaida Peralta
Health Officers Ensure the observance of health protocols. Monitors the physical well-being of all participants. Does other related work.	Jozzana Basto Teodoro Manaois
Alternate Program Managers Assist in ensuring that the L&D PAPs is in accordance to the identified strategic goal of the division.	Irish Solis Gilliane Casaclang
Facilitator Facilitates the Management of Learning (MOL), and every session/activity. Ensures the availability of training materials and learning resources. Secretariat Ensure the timely registration, checking of attendance, and consolidate outputs. Ensure the target and actual attendance of participants. Documenter	Chelsea Paras Bruce Dela Cruz (Grade 1)



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<p>Ensure the submission of comprehensive, accurate and timely narrative of the proceedings of the L&D PAPs.</p> <p>M&E Focal Ensure the timely and efficient evaluation of the session, facilitator, and program. Provide M&E report to the Learning Manager, Training Manager, and SDO M&E Lead.</p> <p>Does other related work.</p>	
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<p>Facilitator Facilitates the Management of Learning (MOL), and every session/activity. Ensures the availability of training materials and learning resources.</p> <p>Secretariat</p>	<p>Haydee Maiquez Ariane Ollado (English, Math, Science)</p>



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