



Republic of the Philippines
Department of Education
CARAGA REGION



June 16, 2023

REGIONAL MEMORANDUM

No. 0524, s. 2023

To: ASSISTANT REGIONAL DIRECTOR
CHIEFS OF FUNCTIONAL DIVISIONS
SCHOOLS DIVISION SUPERINTENDENTS
This Region

REGIONAL TRAINING OF TRAINERS OF ADVANCING BASIC EDUCATION
IN CARAGA REGION (ABC+) PROJECT PROFESSIONAL
DEVELOPMENT (PD) PROGRAMS UPSCALING

1. The ABC +: Advancing Basic Education in the Philippines project works with government and private sector partners to improve learning outcomes of children adherent to the Department of Education's pursuit of ensuring access to a quality education, sustaining improvements in instruction and learning outcomes in the early grades.
2. Relative thereto, a five-day Regional Training of Trainers of ABC+ PDP Upscaling-Instructional Leadership Training (ILT): Strengthening Conditions for Early Literacy will be conducted on **July 24-28, 2023** at a venue to be announced later.
3. This activity is focused on the following areas:
 - a. supporting teachers in the actual application of literacy strategies, use of supplementary reading materials, and leading and facilitating LAC Sessions;
 - b. building understanding of school's ability to better align instructions across grade levels (Kindergarten through Grade 3) through a cohesive, developmentally appropriate instruction that is integrated across subjects;
 - c. establishing a school culture and climate that fully integrates Social and Emotional Learning (SEL), fosters Gender Equality and Social Inclusion (GESI), and promotes well-being inside and outside of the classroom; and
 - d. fostering reflective, evidence-based practices by measuring teachers' skills and learners' learning outcomes using periodic, short and quick tools such as classroom observation and formative assessment.
4. The target participants are the selected School Heads, preferably handling elementary schools, and Public Schools District Supervisors/Supervisors in the SDOs, Regional Core Management Team (RCMT) and SDO Trainers, and 4 members of the TWG/Program Management Team.



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5. The allocation of participants per SDO is attached as Enclosure 1 while the List of Regional Core Management Team and SDO Trainers and the Activity Matrix can be found in Enclosure 2 and 3.

6. The SDOs thru the Chiefs of the CID and SGOD are encouraged to facilitate the identification and pre-registration of endorsed participants on or before **June 30, 2023 at <https://tinyurl.com/ABC-RTOT>**.

7. The cost of the board and lodging of the participants shall be charged against the funds downloaded from DepEd CO with Sub-ARO No. OSEC-13-22-6500 while travel expenses shall be charged to local funds subject to the usual accounting, budgeting, auditing rules and regulations.

8. A virtual pre-work conference of the RCMT and the 19 trainers from the SDOs will be conducted on July 18, 2023 via MS Teams.

9. For seamless program implementation, the following guidelines must be observed:

a. Before the conduct of the RTOT, the Regional Core Management Team (RCMT) will prepare the Regional Implementation Plan (PIP) that will be transmitted to the assigned NEAP Program manager for the schedule of the progress monitoring.

b. During the conduct of the RTOT, the NEAP Program management team will conduct the progress monitoring as scheduled in the Regional PIP.

c. The National Trainers through the leadership of the RCMT will conduct quarterly meetings with the RTOT or Massive Regional Rollout participants to check on their progress and provide necessary technical support.

d. Participants of the RTOT or Massive Regional Rollout will have their PIPs scrutinized by the assigned National Trainers after which it will be continuously improved and later approved by the SDS for implementation.

10. In observance of the Kirkpatrick's Model of Training Evaluation, the Monitoring and Evaluation (M&E) mechanisms are to be utilized:

a. Level 1 (Reaction)-Activity Evaluation and Facilitators Evaluation.

b. Level 2 (Learning)-Pre and Post Test

c. Level 3 (Behavior)-Submission of Outputs

c.1. Shared Vision Statement

c.2. SMART Goals

c.3. Project Initiative Plan

d. Level 4 (Results)-Improved Learners Outcome through the implementation of the PIP and as reflected in the Project Initiative Report

11. Issuance of Certificates

a. *Certificate of Participation* will be issued upon completion of the 5-day training as well as the submission of required outputs per day.



Training Day	Required Output
1	Shared Vision Statement
2	SMART Goals
3	Revised Shared Vision and SMART Goals
4	Draft Project Initiative Plan
5	Revised Project Initiative Plan

This certificate shall indicate the **total number of hours** rendered in the 5-day training.

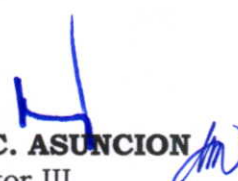
b. *Certificate of Completion* will be issued upon submission of the finalized PIP as signed by the SDS or RD, depending on the governance level for the implementation of the PIP. Additional requirements include:

- b.1 85% passing rate in the post test
- b.2 Complete Attendance in the training
- b.3 Complete evaluation in the training
- b.4 Complete submission of outputs in the training

This certificate shall indicate the **13 PRC CPD units earned per PRC accreditation number PTR-2020-374-2756.**

c. *Certificate of Recognition* will be issued upon presentation of Project Initiative Plan during the Learning Conference. Additionally, a separate Certificate of Recognition will be given to noteworthy projects presentations as evaluated by a distinct panel of experts.

8. For more information, please contact Maria Ruth R. Edradan thru hrdd_caraga@deped.gov.ph.
9. Immediate dissemination of and compliance to this memorandum is highly desired.


MARIA INES C. ASUNCION
 Director III
 Officer-in-Charge
 Office of the Regional Director

Encl/s.: As stated
 Reference/s: DM-OUHROD-2022-0593
 To be indicated in the Perpetual Index
 under the following subjects:

EMPLOYEES TRAINING PROGRAMS WORKSHOPS

HRDD/mrre
 06/16/2023



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ALLOCATED SLOTS PER SCHOOLS DIVISION OFFICE

No.	Division	School Heads	Public Schools District Supervisors/Education Program Supervisors	Total
1	Agusan del Norte	4	2	6
2	Agusan del Sur	4	2	6
3	Bayugan City	4	2	6
4	Bislig City	4	2	6
5	Butuan City	4	2	6
6	Cabadbaran City	4	2	6
7	Dinagat Island	4	2	6
8	Siargao Island	4	2	6
9	Surigao City	4	2	6
10	Surigao del Norte	4	2	6
11	Surigao del Sur	4	2	6
12	Tandag City	4	2	6
	Sub-Total	48	24	72
	RO CMT and SDO Trainers		26	26
	TWG, QAD, Nurse		4	4
	TOTAL			102



LIST OF REGIONAL CORE MANAGEMENT TEAM (RCMT) and TRAINERS
FROM THE SCHOOLS DIVISION OFFICES

Name	Office/SDO
Isidro M. Biol Jr.	RO-CLMD
Flordelisa R. Dalin	RO-HRDD
Elena N. Capangpangan	RO-CLMD
Maria Consuelo C. Jamera	RO-CLMD
Gladys S. Asis	RO-CLMD
Maria Ruth R. Edradan	RO-HRDD
Roy S. Rele	RO-HRDD
Rexan O. Bolotaolo	Agusan del Norte
Michael L. Tadulan	Agusan del Norte
Lalaine L. Gomera	Agusan del Sur
Gerlie Y. Geroche	Agusan del Sur
Yodelyn D. Jadol	Bayugan City
Rhoda M. delos Santos	Bislig City
Marie Joy M. Intong	Butuan City
Marylou M. Recososa	Butuan City
Vanessa J. Bolambot	Cabadbaran City
Mildred C. Abarico	Dinagat Islands
Fernando A. Dones, Jr.	Siargao
Felix N. Bagnol	Surigao City
Arlene S. Boquilon	Surigao City
Regel P. Pobe	Surigao del Norte
Alvin M. Buniel	Surigao del Norte
Marilyn V. Quinto	Surigao del Sur
Irene G. Ajoc	Surigao del Sur
Menerba Dapar	Surigao del Sur
Ronald T. Gurieza	Tandag City



Enclosure 3 to RM No. 0524, s. 2023

Regional Training of Trainers of Advancing Basic Education in Caraga Region (ABC+) Project Professional Development
(PD) Programs Upscaling
July 24-28, 2023

Time	July 21 Day 1	July 25 Day 2	July 26 Day 3	July 27 Day 4	July 28 Day 5
08:00 am – 08:30 am	Plenary: Opening Program	Training Groups: Management of Learning	Plenary: Management of Learning	Training Groups: Management of Learning	Module 4: Session 13. Supporting and Monitoring Teachers through Evidence-based Literacy Leadership • Coaching Cycle • Coaching Model
08:31 am – 10:00 am	Module 1: School as a Learning Organization for Effective Literacy Instruction Session 1: Leading and Managing Schools as a Learning Organization in the New Normal Peter Senge's Characteristics of a Learning Organization Training Group 1: Rhoda Delos Santos Training Group 2: Gerlie Y. Geroche	Session 4. Module 2: Strengthening learning conditions for literacy instruction - Well-being - Social Emotional Learning (SEL) - Gender Equity and Social Inclusion (GESI) - Capacity to Care - Growth Mindset - Collaborative Problem-Solving Training Group 1: Marie Joy M. Intong Training Group 2: Arlene S. Boquilon	Session 7: SMART Goal and Shared Vision Presentation and Feedbacking Training Group 1: Vanessa J. Bolambot & Alvin M. Buniel Training Group 2: Rexan O. Bolotao	Module 3: Developing Literacy Leadership Session 10: Qualities of a Literacy Leader - Qualities of an effective leader 3 essential components to a high-quality literacy instructional program - Overview on Domains of Literacy Training Group 1: Marilyn V. Quinto Training Group 2: Mildred C. Abarico	
10:01-10:30 AM	Morning Break				
Morning 10:31 am – 12:00 noon	Module 1 Session 2: Developing a Shared Vision Statement on Literacy Leadership Training Group 1: Yodelyn D. Jadol Training Group 2: Lalaine S. Gomera	Session 5: Module 2: Formulating SMART Goals for Effective Literacy Instruction Training Group 1: Regel P. Pobe Training Group 2: Felix N. Bagnol	Module 4 Session 8: Project Initiative Plan Content Training Group 1: Irene G. Ajoc Training Group 2: Fernando A. Dones, Jr.	Module 3 Session 11: GESI and Literacy Instruction - Balanced Literacy Approach a Framework for Effective - Literacy instruction - Language Experience Approach as a strategy for Literacy Development	Accomplishment of Session-Facilitator and End-of-Program Evaluation Training Group 1: Rhoda Delos Santos Training Group 2: Gerlie Y. Geroche



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	Reminders for the afternoon session	Reminders for the afternoon session	Reminders for the afternoon session	- Gender Equality and Social Inclusion guidelines for learning materials - Framework for literacy instruction - Language experience approach Training Group 1: Menerba M. Dapar Training Group 2: Michael L. Tadulan	Clearing of the House Ways Forward Closing Program
Time	Day 1	Day 2	Day 3	Day 4	Day 5
12:01-1:00 PM	Lunch Break				
01:01 pm – 03:00 pm	Session 3: Crafting of Shared Vision with Consultation (Self-Paced Task) Training Group 1: Alvin M. Buniel Training Group 2: Gerlie Y. Geroche and Lalaine S. Gomera	Session 6: Workshop on the Development of SMART Goals Training Group 1: Vanessa J. Bolambot Training Group 2: Arlene S. Boquilon and Felix N. Bagnol	Session 9: Revision of Shared Vision and SMART Goals(Self-Paced Work) Training Group 1: Alvin M. Buniel Training Group 2: Rexan O. Bolotaolo and Fernando A. Dones, Jr.	Session 12: Finalization of draft Project Initiative Plan Training Group 1: Irene G. Ajoc Training Group 2: Mildred C. Abarico and Michael L. Tadulan	Travel Time from Venue to Residence
03:01 pm – 03:30 pm					
03:31 pm – 06:00 pm	Consultation: Shared Vision task Training Group 1: Alvin M. Buniel & Yodelyn D. Jadol Training Group 2: Gerlie Y. Geroche and Lalaine S. Gomera	Continuation Session 6: Workshop on the Development of SMART Goals Training Group 1: Vanessa J. Bolambot & Regel P. Pobe Training Group 2: Arlene S. Boquilon and Felix N. Bagnol	Session 9: Development of Project Initiative Plan (Self-Paced Work) Training Group 1: Irene G. Ajoc Training Group 2: Rexan O. Bolotaolo and Fernando A. Dones, Jr.	Continuation: Final Consultation for final draft of PIP Training Group 1: Irene G. Ajoc & Rhoda M. Delos Santos Training Group 2: Mildred C. Abarico and Michael L. Tadulan	
07:00 pm – 08:00 pm	Program Management Team Debriefing	Socials Night	Program Management Team Debriefing		

