



Republic of the Philippines
Department of Education
CARAGA REGION



July 27, 2023

REGIONAL MEMORANDUM
No. 0704, s. 2023

To: SCHOOLS DIVISION SUPERINTENDENTS
This Region

**REGIONAL TRAINING OF TRAINERS ON HIGHER ORDER THINKING
SKILLS PROFESSIONAL LEARNING PACKAGES (HOTS-PLPs) FOR
SCIENCE, MATHEMATICS AND ENGLISH TEACHERS**

1. The Department of Education (DepEd) Caraga through the National Educators Academy of the Philippines (NEAP-Caraga), in collaboration with the Curriculum Learning Management Division (CLMD), shall conduct a **Regional Training of Trainers on Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for Science, Mathematics and English Teachers** on August 6-10, 2023 (Science); August 13-17, 2023 (Mathematics) and August 14-18, 2023 (English) at Amontay Beach Resort, Nasipit, Agusan del Norte.
2. The activity aims to support the public-school teachers handling Science, Mathematics and English in performing pedagogy and assessment practices that promote higher order thinking skills for Grades 7 to 10.
3. The participants to this activity are school heads and teachers in Science, Mathematics and English who shall serve as trainers in the Division Training of Trainers on HOTS-PLPs. The list of which is found in Enclosure 1.
4. The Terms of Reference for the members of the Program Management Team is found in Enclosure 3. The over-all program manager, learning manager and M and E coordinator are expected to be present during the whole duration of the training.
5. There shall be 3 breakout rooms per cluster. The number of participants per breakout room shall be fifty-five (55) broken down as follows:
 - 5.1 Forty-five (45) RTOT participants
 - 5.2 Five (5) Resource Speakers
 - 5.3 Five (5) Program Management Team Members (PMT)



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6. Both the PMT/RTOT trainers and participants must confirm their participation by registering on the following links on or before 5pm of August 2, 2023.

Group	Registration Link
Trainers and PMT	https://shorturl.at/bdelp
RTOT Participants	https://shorturl.at/joEIU

7. Participants are required to bring their own personal medicines, laptops, extension cords and alternative sources of internet connection (e.g. broadband) since completion of outputs will be done online.

8. All participants are advised to check-in at 2:00 pm August 6 (for Science), August 13 (for Math), and August 14 (for English). Check-out time is at 11:00 am of Day 4. Please refer to the table for meals and accommodation:

Meals/ Accommodation	Day 0	Day 1	Day 2	Day 3	Day 4
Breakfast		✓	✓	✓	✓
AM Snacks		✓	✓	✓	✓
Lunch		✓	✓	✓	✓
PM Snacks		✓	✓	✓	✓
Dinner	✓	✓	✓	✓	
Accommodation	✓	✓	✓	✓	

9. Participants who intend to extend their stay in the venue need to shoulder their accommodation fee.

10. Attached herewith is the indicative training matrix for reference (Refer to Enclosure 2).

11. A pre-work conference for PMT members and Resource Speakers shall be held online via MS Teams on August 1, 2023. The link shall be sent to the respective email addresses of all involved.

12. Expenses incurred in the conduct of this activity shall be charged against FY 2022 GAAO NBC NO.567 ANNEX A-1 – HRTD Continuing Funds while transportation expense and per diem of the participants shall be charged to local funds subject to usual accounting and auditing rules.

13. For queries and clarifications, please contact Mr. Roy S. Rele, Senior Education Program Specialist, NEAP-Caraga at roy.rele@deped.gov.ph



14. Immediate dissemination of and compliance to this Memorandum is desired.

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

BY THE AUTHORITY OF THE REGIONAL DIRECTOR


ISIDRO M. BIOL, JR., PhD
Chief, CLMD

Encl/s.: As stated

Reference/s: DM-OUHROD-2023-0851; Unnumbered Memo dated May 26, 2023

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

PROFESSIONAL DEVELOPMENT TRAINING WORKSHOP

HRDD/jbt
07/27/2023



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
Email: caraga@deped.gov.ph
Website: <https://caraga.deped.gov.ph/>



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Enclosure 1. List of Participants to the RTOT on HOTS-PLPs

Science Cluster
August 6-10, 2023

	Name	SDOs
1.	Angelina Auguiz	Agusan Del Norte
2.	Ma. Cristina G. Ballesteros	Agusan Del Norte
3.	Rechel F. Menoria	Agusan Del Norte
4.	Antonio E. Pacatang	Agusan Del Norte
5.	Ellen M. Ferrer	Agusan Del Norte
6.	Charlyn M. Campado	Agusan Del Norte
7.	Jaylyn L. Simard	Agusan Del Norte
8.	Adelyn G. Siega-Patata	Agusan Del Norte
9.	Winche M. Abugan	Agusan Del Norte
10.	Ryan Anthony Manubay	Agusan Del Norte
11.	Maria Venus L. Rallos	Agusan Del Norte
12.	Eocelin C. Canonigo	Agusan Del Norte
13.	Lanelyn C. Alonsagay	Agusan Del Norte
14.	Jeffrey Q. Apat	Agusan Del Sur
15.	Antoniette B. Geolina	Agusan Del Sur
16.	Jennyvi H. Papellero	Agusan Del Sur
17.	Iries Jane M. Concha-Calumbay	Agusan Del Sur
18.	Pat II E. Baguio	Agusan Del Sur
19.	Rainer P. Sularte	Agusan Del Sur
20.	Rosemarie C. Suan	Agusan Del Sur
21.	Elean C. Pagkaliwagan	Agusan Del Sur
22.	John Dave G. Baldonado	Agusan Del Sur
23.	Jean Ailyn O. Pitolan	Agusan del Sur
24.	Arlene P. Yuson	Agusan del Sur
25.	Jackie Lou C. Besaña	Agusan del Sur
26.	Elean C. Pagkaliwagan	Agusan del Sur
27.	Diana Rose C. Chua	Agusan del Sur
28.	Romeo A. Villarín	Agusan del Sur
29.	Lady Mae H. Plaza	Agusan del Sur
30.	Tita D. Anunciado	Agusan del Sur
31.	Juniel D. Barrios	Agusan del Sur
32.	Cheryl P. Cena	Agusan del Sur
33.	Cesar F. Navales Jr.	Agusan del Sur
34.	Kerwin Membrado	Agusan del Sur
35.	Mark Joseph S. Ariola	Agusan del Sur
36.	Metchie Mae R. Corpuz-Abenoja	Agusan del Sur
37.	Mehitaffel M. Miasco	Agusan del Sur
38.	Waren N. Alicante	Agusan del Sur
39.	Jocelyn V. Carsula	Agusan del Sur
40.	Joey L. Geolina	Agusan del Sur
41.	Vily M. Salmorin	Agusan del Sur
42.	Roy S. Abayato	Agusan del Sur
43.	Josel Plaza-Palban	Agusan del Sur
44.	Juvy B. Luna	Bayugan City
45.	Jojelyn G. Laborada	Bayugan City
46.	Charlito R. Aligado	Bayugan City
47.	Kathyleen G. Salde-Torculas	Bayugan City



Address: J.P. Rosales Avenue, Butuan City
Trunkline No: (085) 225-1151
Telefax No: (085) 342-5969
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48.	Cecilia A. Superio	Bislig City
49.	Elma B. Cordova	Bislig City
50.	Teresita L. Garay	Bislig City
51.	Isabel Marilou L De Lara	Bislig City
52.	Ramon D. Luga	Bislig City
53.	Reylan R. Alas	Butuan City
54.	Aldin A. Hermocilla	Butuan City
55.	Valentin S. Catuburan	Butuan City
56.	Jovilyn B. Ganancial	Butuan City
57.	Juliet C. Fortun	Butuan City
58.	Maria Casas Umpad	Butuan City
59.	Jondie Mark C. Autentico	Butuan City
60.	Mardelie D. Sescon	Butuan City
61.	Mae O. Cudal	Butuan City
62.	Ros-Ann G. Lesaca	Butuan City
63.	Apple Jane S. Lima	Butuan City
64.	Necy Pearl B. Alegro	Butuan City
65.	Anthony F. Bucong	Butuan City
66.	Meconcepcion N. Lansang	Cabadbaran City
67.	Roy B. Piloton	Cabadbaran City
68.	Janelyn E. Magaway	Cabadbaran City
69.	Cresencio C. Cabuga	Cabadbaran City
70.	Rene Ebol	Dinagat
71.	Warren T. Pondoc	Dinagat
72.	Richelyn R. Jornales	Dinagat
73.	Charyl G. Abis	Dinagat
74.	Evangeline B. Labadora	Dinagat
75.	Nino L. Ecle	Dinagat
76.	Divine Grace L. Cabajes	Dinagat
77.	Menilyn C. Ariar	Dinagat
78.	Jaybee E. Pomada	Dinagat
79.	John Carlo M. Ruaya	Surigao City
80.	Ronald G. Pono	Surigao City
81.	Joysyl A. Silvosa	Surigao City
82.	Susan B. Alenton	Surigao City
83.	Raul C. Gier	Surigao City
84.	Anmarjorie S. Bullo	Surigao City
85.	Harric P. Mantilla	Surigao City
86.	Gersim Lumintac	Surigao del Norte
87.	Malou L. Alag	Surigao del Norte
88.	Frely S. Albacite	Surigao del Norte
89.	Ma. Edylyn L. Noguerra	Surigao del Norte
90.	Ludem C. Bacolod	Surigao del Norte
91.	Lenita C. Lor	Surigao del Norte
92.	Deniah Carmen C. Paqueo	Surigao del Norte
93.	Romelina C. Tan	Surigao del Norte
94.	Angelita L. Torcal	Surigao del Norte
95.	Merly M. Figueroa	Surigao del Norte
96.	Ressil Loren Tersona	Surigao del Sur
97.	Vicselyn S. Ordinario	Surigao del Sur
98.	Marry Ann E. Ones	Surigao del Sur
99.	Rolinda L. Vete	Surigao del Sur
100.	Von Lloyd Ledesma Loren	Surigao del Sur



101	Eduardo B. Arcojada Jr.	Surigao del Sur
102	Evefel Ruth Y. Sanchez	Surigao del Sur
103	Joan P. Lumang	Surigao del Sur
104	Renante G. Rendon	Surigao del Sur
105	Archie S. Pagaura	Surigao del Sur
106	Emelda G. Crombie	Surigao del Sur
107	Ar A. Ranesis	Surigao del Sur
108	Jean Rose R. Paynandos	Surigao del Sur
109	Arjun D. Cerro	Surigao del Sur
110	Jade Ann I. Romulo	Surigao del Sur
111	Nilo M. Bordaje	Surigao del Sur
112	John Ferry P. Sual	Surigao del Sur
113	Emmanuel II L. Gaddao	Surigao del Sur
114	Rogie G. Saz	Surigao del Sur
115	Raul J. Marapao	Surigao del Sur
116	Maricris M. Arjona	Surigao del Sur
117	Alvie Jean G. Rebuera	Surigao del Sur
118	Marife B. Romoroza	Surigao del Sur
119	Mary Joy D. Cubelo	Surigao del Sur
120	Ma. Christine O. Ruaza	Surigao del Sur
121	Shaina D. Bebedicto	Surigao del Sur
122	Vilma A. Monding	Surigao del Sur
123	Pamela Lou S. Sescon	Surigao del Sur
124	Ricme D. Diaz	Surigao del Sur
125	Relyn Raza	Siargao
126	Jovy C. Liza	Siargao
127	Nathaniel E. Gallentes	Siargao
128	Neniel E. Dumanjog	Siargao
129	Lalane P. Arcena	Siargao
130	Charmaine F. Gorgonio	Siargao
131	Aissa D. Ijapon	Siargao
132	Arlene Abala	Tandag City
133	Joel V. Cubio	Tandag City
134	Rodilyn A. Quevedo	Tandag City
135	Adonis Don G. Oplo	Tandag City

Class	Resource Speaker	PMT
A	Jonivil L Vidal- Team Leader	Isidro M. Biol, Jr.- <i>Over-all Learning Manager</i>
	KC M. Reyna	Flordelisa R. Dalin- <i>Over-all Program Manager</i>
	Marcelina C. Rañin	Junnah B. Tiu- <i>Learning/ Class Manager</i>
	Jean B. Ramirez	Hector Passion- <i>Process Observer</i>
	Vic P. Lozano	Vilma Juanite- <i>Documenter/ Secretariat</i>
B	Jane C. Basul-Team Leader	Kevin Hope Z. Salvaña- <i>Learning Manager (Science)</i>
	Regemie A. Albuero	Marlyne M. Villareal- <i>Learning/ Class Manager</i>
	Norelyn M. Elladora	Edward Joseph Cosep- <i>Process Observer</i>
	Ma. Luisa A. Guyano	Tiche Lynn G. Caparoso- <i>Documenter/ Secretariat</i>
	Fernando M. Calo	Abe Naireza A. Ibano- <i>Logistics/ Finance Officer</i>



C	Marilytte Ensomo-Team Leader	Roy S. Rele- <i>Learning/ Class Manager</i>
	Randy Bocani	Janice V. Berte - <i>Documenter/ Secretariat</i>
	Hermiette F. Lerog	Gladys Inso- <i>Documenter/ Secretariat</i>
	Maurice Gay Tajonera	Edmund D. Mendoza- <i>M & E Coordinator</i>
	Monalisa G. Tolang	Connieflor Felias- <i>Welfare Officers</i>

Mathematics Cluster
August 13-17, 2023

	Name	SDO
1.	Lilibeth S. Apat	Agusan del Norte
2.	Merle S. Pacatang	Agusan del Norte
3.	Roche Y. Ocana	Agusan del Norte
4.	Emelita G. Puyo	Agusan del Norte
5.	Jocelyn B. Pacon	Agusan del Norte
6.	Daniel C. Prajes	Agusan del Norte
7.	Ligaya N. Esgana Ph.D.	Agusan del Norte
8.	William E. Felisilda	Agusan del Norte
9.	Jean A. Julio	Agusan del Norte
10.	Dannilyn D. Gaudia	Agusan del Norte
11.	Filipina P. Culiao	Agusan del Norte
12.	Allan P. Alba	Agusan del Norte
13.	Mildred B. Roa	Agusan del Norte
14.	Nilo B. Montano	Agusan del Sur
15.	Virgilio O. Cabanesas	Agusan del Sur
16.	Lee C. Apas	Agusan del Sur
17.	Lucrecia P. Antiga	Agusan del Sur
18.	Elizel P. Despi	Agusan del Sur
19.	Jenny O. Pendica	Agusan del Sur
20.	Lorna G. Camiguing	Agusan del Sur
21.	Rosemalyn P. Guma	Agusan del Sur
22.	Marilyn O. Bacolod	Agusan del Sur
23.	Elvie D. Catiempo	Agusan del Sur
24.	Antonio S. Saromines	Agusan del Sur
25.	Glind G. Alfeche	Agusan del Sur
26.	Larry A. Limot	Agusan del Sur
27.	Luisito Vitor	Agusan del Sur
28.	Neilmarx Angchangco	Agusan del Sur
29.	Alfred Avancena	Agusan del Sur
30.	Jezreel L. Balansag	Agusan del Sur
31.	Nimfa P. Balasabas	Agusan del Sur
32.	Nestor J. Capina	Agusan del Sur
33.	Freddie C. Lopez	Agusan del Sur
34.	Marifel Grana	Agusan del Sur
35.	Mariamae M. Egtob	Agusan del Sur
36.	Ruel Z. Cena	Agusan del Sur
37.	Rowena A. Ronquillo	Agusan del Sur
38.	Annabelle M. Cahagna-an	Agusan del Sur
39.	Estrella A. Tabugon	Agusan del Sur
40.	Joel F. Bitos	Agusan del Sur
41.	Rinalyn S. Dulhao	Agusan del Sur



42.	Gretchen C. Saan	Agusan del Sur
43.	Arnold B. Abadiano	Agusan del Sur
44.	Liwayway J. Lubang	Bayugan
45.	Emmanuel S. Saga	Bayugan
46.	Lani L. Casis	Bayugan
47.	Ramil L. Lopez	Bayugan
48.	Teresa D. Buray	Bislig
49.	Maricel R. Merida	Bislig
50.	Charlie May C. Octal-Lelis	Bislig
51.	Elena P. Pulot	Bislig
52.	Lotis R. Bantolinao	Bislig
53.	Lewelyn V. Mejias	Butuan City
54.	Jeannie Lyn Moran	Butuan City
55.	Jean L. Gambe	Butuan City
56.	Marineil E. Pedrosa	Butuan City
57.	Anna A. Sy	Butuan City
58.	Susela E. Gallogo	Butuan City
59.	Juliet P. Utlang	Butuan City
60.	Mary Z. Vitor	Butuan City
61.	Jeannie Lyn Moran	Butuan City
62.	Helen A. Makinano	Butuan City
63.	Fritzie B. Inchoco	Butuan City
64.	Mercedita D. Gonzaga	Butuan City
65.	Jeremiah Atenta	Butuan City
66.	Severiano D. Casil	Cabadbaran City
67.	Junnel E. Magaway	Cabadbaran City
68.	Alma R. Velasco	Cabadbaran City
69.	Jiecyll S. Butal	Cabadbaran City
70.	Villaflor D. Edillor	Dinagat Island
71.	Emely S. Gimena	Dinagat Island
72.	Jennifer E. Degorio	Dinagat Island
73.	Melany C. Cabag-iran	Dinagat Island
74.	Marven F. Arlan	Dinagat Island
75.	Imelda B. Llasos	Dinagat Island
76.	Christine L. Cabajes	Dinagat Island
77.	Jipny T. Jornales	Dinagat Island
78.	Jonas V. Cuevas	Dinagat Island
79.	Noemi D. Lim	Surigao City
80.	Marina B. Pillado	Surigao City
81.	Gemma C. Orozco	Surigao City
82.	Chona B. Armada	Surigao City
83.	Freddie E. Confesor	Surigao City
84.	Trinidad T. Pulvera	Surigao City
85.	Flordeliz G. Flores	Surigao City
86.	Janette C. Llamera	Surigao del Norte
87.	Maricel P. Gegona	Surigao del Norte
88.	Vilma V. Palen	Surigao del Norte
89.	Susan L. Gulfo	Surigao del Norte
90.	Narcisa T. Eupena	Surigao del Norte
91.	Clemente O. Ignalig	Surigao del Norte
92.	Lorna F. Diaz	Surigao del Norte
93.	Alexander O. Gaas	Surigao del Norte
94.	Arlene C. Giducos	Surigao del Norte



95.	Irish Espinosa	Surigao del Norte
96.	Regina Euann A. Puerto	Surigao del Sur
97.	Merjorie G. Dalagan	Surigao del Sur
98.	Gerry E. Llimit	Surigao del Sur
99.	Leopardo P. Cortes	Surigao del Sur
100.	Levi O. Cuenca	Surigao del Sur
101.	Antonio A. Hinayon	Surigao del Sur
102.	Ella C. Armayan	Surigao del Sur
103.	Rhodora Diesto	Surigao del Sur
104.	Alp F. Montenegro	Surigao del Sur
105.	Marie Grace O. Aparre	Surigao del Sur
106.	Kenneth A. Guiral	Surigao del Sur
107.	Ruel C. Ala-an	Surigao del Sur
108.	Lonevie P. Sunio	Surigao del Sur
109.	Jonriel O. Curada	Surigao del Sur
110.	Remond A. Duaso	Surigao del Sur
111.	Bianca Marie L. Idul	Surigao del Sur
112.	Melody C. Gapa	Surigao del Sur
113.	Haydee C. Barillo	Surigao del Sur
114.	Unime F. Plaza	Surigao del Sur
115.	Mac Philip M. Raz	Surigao del Sur
116.	Airene B. Lising	Surigao del Sur
117.	Josephine G. Plaza	Surigao del Sur
118.	April Joseph A. Huerte	Surigao del Sur
119.	Domilyn D. Arienza	Surigao del Sur
120.	Jizon U. Morante	Surigao del Sur
121.	Jhonafe A. Ajit	Surigao del Sur
122.	Alwin A. Luarez	Surigao del Sur
123.	Mary Grace R. Prado	Surigao del Sur
124.	Mylene M. Tranquilan	Surigao del Sur
125.	Florangel S. Arcadio	Siargao
126.	Jocelyn M. Vosotros	Siargao
127.	Douglas E. Incierto	Siargao
128.	Susan R. Napoco	Siargao
129.	Ervie E. Vicio	Siargao
130.	Janeth C. Dela Costa	Siargao
131.	Marcial D. Platil	Siargao
132.	Analyn L. Avila	Tandag
133.	Marlon Abrao	Tandag
134.	Raymond Joy Ramos	Tandag
135.	Thelma Ramos	Tandag

Class	Resource Speaker	PMT
A	Willy Dumpit - Team Leader	Isidro M. Biol, Jr. - <i>Over-all Learning Manager</i>
	Romeo M. Giducos	Flordelisa R. Dalin - <i>Over-all Program Manager</i>
	Jimmy Ann G. Asis	Marlyne M. Villareal - <i>Learning/Class Manager</i>
	Marites M. Petallo	Fe H. Lopez - <i>Process Observer</i>
	Marina G. Bihag	Genevieve Apatan - <i>Documenter/Secretariat</i>



B	Nilda Mendiola -Team Leader	Rhea J. Yparraguirre- <i>Learning Manager (Mathematics)</i>
	Elenita S. Verdon	Manuel L. Limjoco, Jr.- <i>Learning/ Class Manager</i>
	Almer O. Cale	Fe Tesiorna- <i>Process Observer</i>
	Vicente P. Balbuena	Roxanne Mae G. Daz- <i>Documenter/ Secretariat</i>
	Hipolito C. Rosalada, Jr.	Ricky Inson- <i>Logistics Officer</i>
C	Rhodora C. Luga-Team Leader	Elmer Augustus F. Conde- <i>Learning/ Class Manager</i>
	Dante P. More	Erlyn G. Mangadlao- <i>Process Observer</i>
	John Michael A. Tuyor	Gilbert Cubillas- <i>Documenter/ Secretariat</i>
	Junril C. Butal	Dan Albert M. Mero- <i>Welfare Officers</i>
	Euzel Patroninia C. Espinosa	Tiche Lynn G. Caparoso- <i>Finance Officer</i>

English Cluster
August 14-18, 2023

	Name	SDOs
1	Lucita G. Besonia	Agusan Del Norte
2	Arlyn Pinat	Agusan Del Norte
3	Carmencita Dinnerman	Agusan Del Norte
4	Hannah Faith Facura	Agusan Del Norte
5	Leo Wilfredo A. Gapas	Agusan Del Norte
6	Lydie Gwen G. Onate	Agusan Del Norte
7	Fe M. Dizon	Agusan Del Norte
8	Donna Belle M. Intad	Agusan Del Norte
9	Josephine Mintefalcon	Agusan Del Norte
10	Robert Coquilla	Agusan Del Norte
11	Sheena Gay E. Canja	Agusan Del Norte
12	SHEREL A. CADAY	Agusan Del Norte
13	John R. Maylid	Agusan Del Norte
14	Ivy I. Naparan	Agusan Del Sur
15	Tomas M. Ferrol III	Agusan Del Sur
16	Rona A. Bañas	Agusan Del Sur
17	Rubie Lyn Carpio	Agusan Del Sur
18	Pepsi C. Lopez	Agusan Del Sur
19	Jemmalou S. Oliva	Agusan Del Sur
20	Ardelyn L. Glodobe	Agusan Del Sur
21	Ronel C. Abella	Agusan Del Sur
22	Ferdinand S. Elma	Agusan Del Sur
23	Sarah C. Torralba	Agusan Del Sur
24	Jeurdecel Castro Martizano	Agusan Del Sur
25	Raymond L. Maligro	Agusan Del Sur
26	Jean Facunla Luca	Agusan Del Sur
27	Joringel L. Jalalon	Agusan Del Sur
28	Chilou C. Roble	Agusan Del Sur
29	Joseph Joy Havana	Agusan Del Sur
30	Maria Magdalena Q. Sentones	Agusan Del Sur
31	Zenie M. Calusayan	Agusan Del Sur
32	Leilane Mae B. Manpatilan-Moca	Agusan Del Sur



33	Doris P. Valencia	Agusan Del Sur
34	Odessa S. Romero	Agusan Del Sur
35	Alger M. Esguerra	Agusan Del Sur
36	Windfield A. Bacoy	Agusan Del Sur
37	Lovely Gay E. Tagupa	Agusan Del Sur
38	Roland B. Vicentino	Agusan Del Sur
39	Aivy Joy P. Cenabre	Agusan Del Sur
40	Norberto O. Cullantes Jr.	Agusan Del Sur
41	Louie R. Naparan	Agusan Del Sur
42	Cherry J. Ampolitod	Agusan Del Sur
43	Lanilyn M. Lara	Agusan Del Sur
44	Siuna S. Cotiangco	Bayugan City
45	Geraldine F. Vergas	Bayugan City
46	Rosemarie E. Ocon	Bayugan City
47	Rebecca Remie R. Montalban	Bayugan City
48	Jimuel A. Diva	Bayugan City
49	Julita C. Flores	Bislig City
50	Daisy Marie L. Ligutom	Bislig City
51	Teresa May A. Mundiz-Laquihon	Bislig City
52	Marry Rose P. Alagao	Bislig City
53	Jezza Beth M. Rezare	Bislig City
54	Genalyn M. Dispo	Butuan City
55	Hazel Yabo	Butuan City
56	Ma. Theresa U. Moreno	Butuan City
57	Remelie Cedro	Butuan City
58	Ella Mae S. Navarra	Butuan City
59	Merlinda L. Bollozos	Butuan City
60	Bengie Jacob	Butuan City
61	Aurelio O. Golez Jr.	Butuan City
62	Erjelyn A. Camongay	Butuan City
63	Gewaresel T. Carlos	Butuan City
64	Tammy C Catubig	Butuan City
65	Mary Ann A. Esclamado	Butuan City
66	Mary Grace G. Matarlo	Butuan City
67	Herman F. Cebuano	Dinagat Islands
68	Marjorie A. Mondragon	Dinagat Islands
69	Emily R. Patubo	Dinagat Islands
70	Elsie V. Limpioso	Dinagat Islands
71	Shela P. Juarez	Dinagat Islands
72	Sara Josa Mae D. Guyano	Dinagat Islands
73	Verna A. Ligaya	Dinagat Islands
74	Norman C. Ignacio Jr.	Dinagat Islands
75	Flordeliz Y. Timbal	Dinagat Islands
76	Flordeliza V. Millan	Cabadbaran City
77	Miraflor C. De La Cruz	Cabadbaran City
78	Joel A. Mejorada	Cabadbaran City
79	Rex Hussein D. Lamoste	Cabadbaran City
80	Marites T. Penera	Siargao
81	Doreen Minette G. Laugo	Siargao
82	Dedina H. Sanico	Siargao
83	Marietta T. Najial	Siargao
84	Evelyn C. Coro	Siargao
85	Ivie C. Lagarde	Siargao



86	Edgar R. Gorgonio, Jr.	Siargao
87	Lizel Diez Obenza	Surigao City
88	Rhodora L. Ecoben	Surigao City
89	Eliene Q. Alipao	Surigao City
90	Durina T. Abarca	Surigao City
91	Nimpha Abarico Caneda	Surigao City
92	Ma. Jenile S. Escopete	Surigao City
93	Jemson B. Palin	Surigao City
94	Nanette B. Bonostro	Surigao Del Norte
95	Noverita T. Abuel	Surigao Del Norte
96	Marly M. Lamanilao	Surigao Del Norte
97	Gregoria T. Villamor	Surigao Del Norte
98	Marlyn M. Lamanilao	Surigao Del Norte
99	Cleofe Q. Arado	Surigao Del Norte
100	Catherine B. Marzan	Surigao Del Norte
101	Hilarion A. Galido	Surigao Del Norte
102	Melanie P. Boteros	Surigao Norte
103	Marites E. Sila	Surigao Del Norte
104	Senen B. Martinez, Jr.	Surigao Del Sur
105	Anibel A. Lamo	Surigao Del Sur
106	Antonio P. Morales	Surigao Del Sur
107	Alan C. Yicyec	Surigao Del Sur
108	Liezel M. Acevedo	Surigao Del Sur
109	Lorna O. Biñas	Surigao Del Sur
110	Maricel G. Baja	Surigao Del Sur
111	Ryan Kien O. Toraja	Surigao Del Sur
112	Ruby E. Estaño	Surigao Del Sur
113	Joseph B. Cabadonga	Surigao Del Sur
114	Rhemebie L. Quiñonez	Surigao Del Sur
115	Ma. Elena F. Morales	Surigao Del Sur
116	Joan S. Razonado	Surigao Del Sur
117	Gregbonnin P. Lascuna	Surigao Del Sur
118	Phebe Q. Menil	Surigao Del Sur
119	Charlie Joy G. Intano	Surigao Del Sur
120	Leah C. Vitanzos	Surigao Del Sur
121	Jenith B. Carillo	Surigao Del Sur
122	Clint G. Acevedo	Surigao Del Sur
123	Clark R. Colaste	Surigao Del Sur
124	Daisy D. Maquiling	Surigao Del Sur
125	Melanie M. Lamigo	Surigao Del Sur
126	Gretchen J. Bantilan	Surigao Del Sur
127	Shelton B. Cemanes	Surigao Del Sur
128	Cheryl Grace P. Adlawan	Surigao Del Sur
129	Daniel S. Basaca	Surigao Del Sur
130	Jo-ann J. Marcos	Surigao Del Sur
131	Rezie Jane M. Manaba	Surigao Del Sur
132	Joeyconsly L. Valeroso	Tandag City
133	Antonio M. Tinunga	Tandag City
134	Rosalinda A. Awa	Tandag City
135	Tessie F. Anino	Tandag City



Class	Resource Speaker	PMT
A	Michael S. Pareja-Team Leader	Gladys S. Asis-Learning Manager (English)
	Beatriz A. Torio	Ma. Ruth R. Edradan- <i>Learning/Class Manager</i>
	Thelma S. Tolentino	Dorothy Joy C. Jalalon- <i>Documenter/Secretariat</i>
	Jine L. Havana	Jeanit C. Besinga- <i>Process Observer</i>
	Rhoda M. delos Santos	Abe Naireza A. Ibano- <i>Finance Officer</i>
B	Gemma B. Espadero-Team Leader	Roy S. Rele- <i>Learning/Class Manager</i>
	Loinda S. Guerta	Sweet Louieljie A. Arcite- <i>Process Observer</i>
	Rachel Methuselah R. Cumahig	Jumico Nuñez- <i>Documenter/ Secretariat</i>
	Rosemarie E. Ocon	Edmund D. Mendoza- <i>M and E Coordinator</i>
	Betcheba Ellorico Prochina	Gil Berte
C	Marilou P. Curugan-Team Leader	Venus D. Bajao- <i>Learning/Class Manager</i>
	Fatima Honey Vi Lapidez	Rowena T. Balan- <i>Process Observer</i>
	Isabel L. Loayon	Jester Ceballos- <i>Documenter/ Secretariat</i>
	Carlos Tian Chow C. Correos	Junnah B. Tiu – <i>Welfare Officer</i>
	Zandra M. Cabradilla	<i>Logistics Officer</i>



Enclosure 2. Indicative Training Matrix for HOTS-PLPs In Science, Mathematics, and English

Session No.	Duration (minutes)	Day & Time	Topic	Resource Person
Registration	60	Day 1 (8:00-9:00 am)		PMT
Opening Program	60	Day 1 (9:00-10:00 am)	• National Anthem • Ecumenical Prayer • Acknowledge of Participants • Activity Norms • Welcome/ Inspirational Messages • Leveling of Expectations • Activity Objectives and Matrix • Photo Documentation • Reminders	PMT
Health Break	30	Day 1 (10:00-10:30 am)		
Pretest	30	Day 1 (10:30-11:00)		PMT/OD
Session 1	60	Day 1 (11:00 am-12:00 pm)	Walk-through of Resources • Teacher's Resource and Mentor's Guide	RP:
Lunch Break	60	Day 1 12:00-1:00		
Session 1 (continuation)	30	Day 1 1:00-1:30 pm	Walk-through of Resources • Teacher's Resource and Mentor's Guide (processing)	RP:
Session 2A	60	Day 1 1:30-2:30	SOLO and HOTS in the Classroom • Multi-tasking • LOTS and HOTS	RP:
Health Break	30	Day 1 2:30-3:00		
Session 2B	60	Day 1 3:00-4:00	SOLO and HOTS in the Classroom • Bloom's Taxonomy and its applicability in teaching-learning and its limitations and concerns • Overview of SOLO taxonomy • SOLO	RP:



			taxonomy's application in assessment practices - Principles underlying the application of SOLO taxonomy in the classroom - Practical examples and strategies for implementing SOLO taxonomy in the classroom	
Wrap-up/ Reminders/ Debriefing	30	Day 1 4:00-4:30 pm		
Management of Learning	30	Day 2 8:00-8:30 am	- Nationalistic Song - Ecumenical Prayer - Energizer - Recap Reminders	PMT
Clearing House	30	Day 2 8:30 - 9:00 am		
Session 2B (Continuation)	60	Day 2 9:00-10:00 am		RP:
Health Break	30	Day 2 10:00-10:30 am		
Session 2C	90	Day 2 10:30-12:00	- Higher Order Thinking Skills (HOTS) in the Classroom - Words Used for Lower and Higher Levels in the Original SOLO Model SOLO in Assessment (Qualitative, Closed-Items, Open-Ended Items, Writing a Super Item)	RP:
Lunch Break	60	Day 2 12:00 - 1:00 pm		
Session 2C (Continuation)	30	Day 2 1:00-1:30		RP:
Session 3	60	Day 2	Learning Approaches that	RP:



		1:30-2:30	support SOLO and HOTS in the Classroom	
Health Break	30	Day 2 2:30 -3:00 pm		
Session 3 (Continuation)	90	Day 2 3:00 - 4:30		
Wrap-up/ Reminders/ Debriefing	30	Day 2 4:30-5:00		
Management of Learning	30	Day 3 8:00-8:30	• Nationalistic Song • Ecumenical Prayer • Energizer • Recap • Reminders	
Clearing House	30	Day 3 8:30-9:00		
Session 4A	30	Day 3 9:00 - 9:30 am	HOTS in Practice *Worksheet 4A	RP:
Health Break	30	Day 3 9:30-10:00 am		
Session 4B	60	Day 3 10:00 am - 11:00 pm	HOTS in Practice *Worksheet 4B	RP:
Session 4C	60	Day 3 11:00 - 12:00 pm	HOTS in Practice *Worksheet 4C	
Lunch Break	60	Day 3 12:00 - 1:00 pm		
Session 4C (continuation)	30	Day 3 1:00-1:30 pm	HOTS in Practice *Worksheet 4C	RP:
Session 4D	60	Day 3 1:30 - 2:30 pm	HOTS in Practice *Worksheets 4D	RP:
Health Break	30	Day 3 (2:30-3:00 pm)		
Session 4D (continuation)	60	Day 3 3:00 - 4:00 pm	HOTS in Practice *Worksheets 4D	RP:
Wrap-up/ Reminders/ Debriefing	30	Day 3 4:00-4:30		
Management of Learning	30	Day 4 8:00-8:30 am	• Nationalistic Song • Ecumenical Prayer • Energizer • Recap • Reminders	
Clearing House	30	Day 4 8:30-9:00 am		RP:
Session 5	60	Day 4 9:00-10:00 am	Workplace Application Plan	RP:
Health Break	30	Day 4 10:00-10:30 am		
Session 6	60	Day 4 10:30-11:30 am	Force Field Analysis	RP:



Summative Test	30	Day 4 11:30 am - 12:00 nn	Summative Assessment	PMT:
Lunch Break	60	Day 4 12:00 - 1:00 pm		
Session 7	60	Day 4 1:00-2:00 pm	PLC in Schools	PMT:
Closing Program	120	Day 4 2:00 - 4:00 pm	• Nationalistic Song • Ecumenical Prayer • Insights • Challenge • Accepting the Challenge/ Pledge of Commitment • Closing Remarks • Daily Evaluation • Reminders	PMT:



TERMS OF REFERENCE OF THE PROGRAM MANAGEMENT TEAM

Role	Terms of Reference
a. Program Manager	i. Oversees the implementation of the entire program. ii. Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards. iii. Orients the PMT and the resource persons/ subject- matter experts on their terms of reference and the details of the program design. iv. Leads in conducting debriefing with the PMT and resource speakers/ subject- matter experts. v. Prepares the CPD documents for submission to the PRC through the NEAP-R vi. Leads in crafting the Program Completion Report.
b. Learning Manager	i. Leads the conduct of the program per session room. ii. Ensures that the program is carried out based on the detailed design in collaboration with the resource persons/ subject-matter experts. iii. Prepares and maintains a conducive learning environment by facilitating unfreezing, leveling of expectations, and norm-setting activities and by addressing emerging learning needs. iv. Facilitates management of learning activities as scheduled and as needed. v. Facilitates integration session at the end of the intervention, including preparation of Workplace Application Plan. vi. Ensures that the pre-assessment is administered. vii. Ensures that Level 2 (Learning) evaluation is conducted and analyzes the results in coordination with the M&E Coordinator. viii. Prepares and sends a communication to participants' supervisors regarding program completion and the importance of implementing the Workplace Application Plan.
c. Resource Speaker/ Subject-matter Expert	i. Applies effective presentation and facilitation techniques in conducting assigned sessions. ii. Provides expert content input during learning sessions.
d. M&E Coordinator	i. Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT. ii. Assists the Program Manager in accomplishing the Program Delivery Readiness Checklist. iii. Applies process observation and prescribed tools



	to monitor and evaluate program delivery. iv. Administers and analyzes the results of Level 1 evaluation which is to be presented during debriefing. v. Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation. vi. Prepares Post- Program Delivery M&E Report and submits to PM for inclusion in the Program Completion Report.
e. Documenter	i. Documents the proceedings of the learning sessions using the prescribed documentation template. ii. Takes photos of the different parts of the program delivery
f. Secretariat	i. Attends to registration needs of learners. ii. Ensures that learners fill up attendance sheet every day. iii. Prepares directory of participants based on registration forms. iv. Assists in the distribution of learning materials and supplies. v. Assists in posting and collection of session outputs. vi. Compiles session documents and learning resource materials.
g. Welfare Officer	i. 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. ii. 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.).
h. Logistic Officer	i. Ensures the quality, adequacy, and availability of facilities, equipment, supplies and materials, vehicles, and other resources to support the successful implementation of the program. ii. Leads ocular inspection of venues to ensure adherence to standards and specifications. iii. Checks that session rooms are always ready for use and conducive to learning.



i. Finance Officer	i. Oversees all finance-related concerns of the program, including the efficient allocation and timely release of funds as well as the documentation for liquidation. ii. Initiates procurement processes of resources, materials and relevant services, and follows up fund disbursement with appropriate offices. iii. Monitors and documents all disbursements against budget to support liquidation. iv. Liquidates all fund disbursements and prepares a financial report as input to the Program Completion Report.
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