



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



REGIONAL MEMORANDUM

ORD-2024- 816

TO : **SCHOOLS DIVISION SUPERINTENDENTS**

FROM : **JOCELYN DR ANDAYA**
Director IV

SUBJECT : **ADVISORY ON THE VALIDATION AND QUALITY ASSURANCE OF
SESSION GUIDES ON THE MATATAG K TO 10 CURRICULUM
TRAINING OF TRAINERS FOR G2358**

DATE : August 16, 2024

1. This is in reference to the attached Advisory dated August 1, 2024, from Gina O. Gonong, Undersecretary for Curriculum and Teaching and Wilfredo E. Cabral, Regional Director and Officer-in-Charge, Office of the Undersecretary for Human Resource and Organizational Development and Administration relative to the above-captioned subject on August 19-23, 2024, at Selah Pods Hotel, Pasay City for information and appropriate action.
2. Immediate dissemination of this Memorandum is desired.



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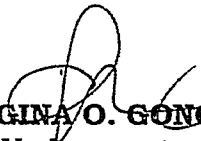
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT


ADVISORY

15 August 2024

1. This has reference to the Joint Memorandum of the Office of the Undersecretary for Curriculum and Teaching and the Office of the Undersecretary for Human Resource and Organizational Development titled *Writeshops for the Design, Development, and Quality Assurance of Training Resource Packages for the MATATAG Curriculum Training for Grades 2, 3, 5, and 8 (G2358) Teachers and School Leaders* dated 21 June 2024.
2. Following the initial developmental and quality assurance activity held last 05-09 August 2024, the **Validation and Quality Assurance of Session Guides on the MATATAG K to 10 Curriculum Training of Trainers for G2358** will be conducted on **19-23 August 2024** at **Selah Pods Hotel, Pasay City**.
3. The said activity has the following objectives:
 - Validate that the Session Guides are aligned with the MATATAG K to 10 Curriculum requirements and relevant to the instructional needs for G2358;
 - Collect feedback and accordingly refine the Session Guides and evaluate their effectiveness in providing clear, actionable, and practical training, ensuring that they can support teachers in delivering the MATATAG Curriculum; and
 - Identify gaps or areas for improvement in the Session Guides to enhance their quality and ensure that they satisfy the training needs of educators for G2358.
4. The *List of Participants (Enclosure 1)* and the *Activity Matrix (Enclosure 2)* are attached for reference. The first meal to be served is AM Snacks on 19 August 2024 while the last meal is PM Snacks on 23 August 2024.
5. Board and lodging, supplies, materials, and travel expenses of participants shall be charged against the **Basic Education Curriculum Fund**. In case the downloaded funds are insufficient, additional funds shall be obtained from other available local funds, subject to the usual accounting and auditing rules and regulations.
6. It is recommended that the participants who will attend the activity on 21 August 2024 (holiday) be allowed to avail of *Compensatory Time Off* as they fulfill their roles and responsibilities in the activity, subject to existing rules and regulations and approval by their respective offices.

7. For confirmation of attendance and other concerns, please coordinate with **Ms. Anna Marie Baligod-San Diego**, NEAP Quality Assurance Division, through email anna.sandiego002@deped.gov.ph / neap.od@deped.gov.ph or landline (02) 8638-8638, or with **Ms. Marisol Mabazza**, Bureau of Curriculum Development, through email marisol.mabazza@deped.gov.ph.
8. For immediate dissemination and appropriate action.


GINA O. GONONG
Undersecretary for
Curriculum and Teaching


WILFREDO E. CABRAL
Regional Director and Officer-in-Charge
Office of the Undersecretary for Human Resource and
Organizational Development, and Administration

Enclosures:

Enclosure 1 – List of Participants
Enclosure 2 – Activity Matrix

Copy furnished:

ATTY. REVSEE A. ESCOBEDO
Undersecretary for Operations

BUREAU OF CURRICULUM DEVELOPMENT

	NAME	DESIGNATION
1	Isabel Victorino	Chief, BCD - CSDD
2	Rosalie Masilang	Supervising EPS
3	Roseta Gallo	Supervising EPS
4	Marisol Mabazza	Supervising EPS
5	Lilia Martinez	Supervising EPS
6	Rowell Capistrano	Supervising EPS
7	Ayette Ferriols	Supervising EPS
8	Eliza Peralta	Supervising EPS
9	Sheena Jade Manuel	Senior EPS
10	Glenne Basio	Senior EPS
11	Samboy Franco	Senior EPS
12	Rommel Felonia	Senior EPS
13	Ma. Luisa Cantillo	Senior EPS
14	Giovanni Duran	Senior EPS
15	Christopher Valiente	Senior EPS
16	Melanie Unida	Senior EPS
17	Mike Cabrera	Senior EPS
18	Ramona Victoria	Senior EPS
19	Jona Valdez	Senior EPS
20	Melynda Andres	Senior EPS
21	Wenda Fajardo	Senior EPS
22	Cherry Gil Mendoza	Senior EPS
23	Bernadette Gabriel	Admin Support
24	Janopol Ayroso	Admin Support

BUREAU OF LEARNING DELIVERY

	NAME	DESIGNATION
1	Jocelyn S. Tuguinayo	Supervising EPS
2	Jerome C. Hilario	Supervising EPS
3	Jayson R. Tadeo	Supervising EPS
4	Julieven R. Abrea	Senior EPS
5	Briget V. Varron	Senior EPS
6	Michelle F. Tolentino	Senior EPS
7	Victor Fedirigan	Senior EPS
8	Krishna Anne M. Soriano	Senior EPS
9	Glenda M. Granadozin	Senior EPS
10	Wilson R. Santiago	Senior EPS

NATIONAL EDUCATORS' ACADEMY OF THE PHILIPPINES

	Name	Position
1	Anna Marie B. San Diego	Senior EPS – QAD
2	Ana-Sol B. Reyes	Senior EPS – PDD
3	Anna Maria Patricia V. Santos	Senior EPS - PDD

Vetted Faculty

	NAME	DESIGNATION	SCHOOL / OFFICE	SDO / REGIONAL
1	Christopher Santos	Principal II	San Lorenzo Ruiz ES	Pasig City
2	Hajji Palmero	HRDD Chief		NCR
3	Josefino R. Pogoy	CID Chief		San Juan
4	Victor Javena	SGOD Chief		Pasig City
5	Amaflor Alde	PSDS		Caloocan City
6	Archie Azucenas	PSDS		Caloocan City
7	Mary Ann Margaret L. Morden	PSDS		Caloocan City

FILIPINO

	NAME	POSITION	SCHOOL/ OFFICE	DIVISION / REGIONAL
1	Melodine A. Antonio	EPS	CID	Rizal / IV-A
2	Farnaida A. Kawit	Principal I		SDO Koronadal City / XII
3	Arabella May Soniega	PSDS	CID	SDO Pangasinan II / I
4	Ellaine Perfecio	EPS	CID	VII
5	Alfred Mendoza	SHS Focal Person	Valenzuela, Dalandanan NHS	NCR
6	Richard P Moral Jr.	EPS	CID	Koronadal City / XII
7	Elisa Q. Ruales	Head Teacher III	Addition Hills Integrated School	Mandaluyong City / NCR
8	Rosalie I. Zingapan	Head Teacher III	Jose P. Laurel Sr. High School	SDO Quezon City / NCR

SCIENCE

	NAME	POSITION	SCHOOL/ OFFICE	DIVISION / REGION
1	Precious Q. Guillermo	Head Teacher I	Caloocan National Science and Technology High School	Caloocan City – NCR
2	Rowena G. Ermita	Principal III	Lalaan Central School	Cavite - CALABARZON
3	Ryan Noel A. Doña	Head Teacher III	Jose P. Laurel Sr. HS	Quezon City – NCR
4	Donata R. Regunton	Head Teacher III	New Era High School	Quezon City – NCR
5	Maria Fritzie D. Amigable	Assistant Principal	Ozamiz City School of Arts and Trades	Ozamiz City – Region X
6	Rizaldy S. Solano	Head Teacher IV	Sta. Barbara National Comprehensive HS	Iloilo – Region VI
7	Laarni R. Alejandro	School Principal II	P. Villanueva ES	SDO Pasay City
8	Rowena Roa	PSDS		SDO Tapat

ARALING PANLIPUNAN (AP)

	NAME	DESIGNATION	SCHOOL/ OFFICE	DIVIO/REGIONAL
1	Apollo De Guzman	Principal	Lydia Aguilar NHS	NCR
2	Ricardo P. Makabenta	EPS	SDO CAVITE	IVA
3	Arminda G. David	Principal	Talobatib High School	SDO Cams Norte Region V Bicol
4	Marc Angel D. Egipto	Head Teacher III	San Roque NHS	SDO Navotas, NCR
5	Jayson M. Aliben	Teacher III /Teacher-in-Charge	SDO Naga City	Region V
6	Angelo Espiritu	Coordinator	Tinejeros NHS	SDO Malabon
7	Norlita V. Jamito	Head Teacher VI	Jose P. Laurel High School	SDO Manila
8	Allan F. Del Rosario	Head Teacher VI	Pres. Sergio Osmena Sr. High School	SDO Manila

ENGLISH

	NAME	DESIGNATION	SCHOOL/ OFFICE	SDO/REGIONAL
1	Aldrich Ladan	Head Teacher	Manila Science HS	Manila NCR
2	Fernand Kevin Dumalay	Division EPS	CID	Meycauayan City Region III
3	Bryan Pobe	Regional EPS	CLMD	CALABARZON
4	Hazel L. Beltran	Head Teacher	GABHS-SHSFB	
5	Sheila M Vergara	HT VI	Manuel G Araullo High School	SDO Manila
6	Ma. Glecita Columna	EPS	CID	SDO Gen. Trias City/ Region IV-A
7	Cherrilyn T. Nabor	EPS	CID	SDO Sta. Rosa City

MAPEH

	NAME	DESIGNATION	SCHOOL/ OFFICE	SDO/REGIONAL
1	Benjamin Castro	Principal III	Bagong Diwa	SDO Manila/ NCR
2	Jin Belle Prieto	Principal	Graciano Lopez Jailena ES	SDO Manila/ NCR
3	Jayson O. Anatazo	Principal	Margarito Duavit Integrated School	SDO Rizal
4	Aleli N. Nitoral	Principal III	Pangao Integrated School	SDO Lipa
5	Rey T. Dela Rosa	Principal I	Guadalupe Elementary School	SDO Koronadal City
6	Irene Bilaw	Head Teacher	Taguig NHS	NCR
7	Alma B. Bago	Head Teacher VI	Trece Martires City NHS	SDO Cavite Province
8	Sherwin T. Simangan	Head Teacher VI	Cagayan NHS	SDO Tuguegarao City

EPP/TLE

	Name	Designation	School/Office	SDO/ Region
1	Jessica T. Verallo	Principal III	Balunto Elementary School	General Santos City / Region XII
2	Jovanny L. Cornelia	Public Schools District Supervisor	CID	Caloocan NCR
3	Jofit PM Dayoc	Education Program Supervisor	CID	Division of General Trias City CALABARZON
4	Grace Nieves	Education Program Supervisor	CID	Navotas NCR
5	Sara Villanueva	Principal I	Eriberto A. Remigio Elementary School	Manila NCR
6	Aurora Mellorida	EPS	CID	Davao Occidental XI
7	Jun Nalayog	HT III	Jose P Laurel HS	Quezon City NCR
8	Jocarlo Manly	Principal		Caloocan NCR

GMRC

	NAME	DESIGNATION	SCHOOL/ OFFICE	SDO/REGIONAL
1	Dennis Leonardo	Division EPS	CID	Division of San Jose, Region III
2	Philip Cruz	Regional EPS	CLMD	Region V
3	Margaret M. Palera	Regional EPS	CID	Division of Sta Cruz
4	Kamille Kay Tamor	Regional EPS	CLMD	MIMAROPA
5	Minerva Erquiza		Pinagbuhatan High School	SDO Pasig City, NCR
6	Lei N. Villanueva	Division EPS	CID	SDO Marikina, NCR
7	Krissel B. Quemquem	Division EPS	CID	SDO Makati, NCR

MATHEMATICS

	NAME	DESIGNATION	SCHOOL/ OFFICE	SDO/REGIONAL
1	Remylinda Soriano	EPS	CID	SDO Manila / NCR
2	Arlynn L. Asuncion	Principal I	Callao Elementary School	SDO Cagayan
3	Joseph Melbert R. Rebot	Head Teacher III	Ipil Elementary School	Surigao City / CARAGA
4	Raymart Viray	Head Teacher III	Malasiqui Nat'l High School	SDO I Pangasinan / Region I
5	Ian Jay Arce	Principal III	San Francisco Elementary School	SDO La Union / Region I
6	Erwin C. Lugtu	Asst. School Principal II	Buting SHS	SDO Pasig City / NCR
7	Lenard S.Evangelista	Head Teacher III	San Roque Nat'l High School	SDO Navotas / NCR

Enclosure 2**ACTIVITY MATRIX**

Title: Validation and QA of Session Guides on the MATATAG K to 10 Curriculum Training of Trainers for G2358

Date: 09-23 August 2024

Venue: Selah Pods Hotel, Pasay City

Day 1 Session No.	Duration	Topic	Office/Person In Charge	Insights/ Output
AM	10:00- 10:30	Registration, distribution of materials and snacks (breakfast will be served from 6:00 - 8:00 a.m.)	BCD Admin	
	10:30- 10:45	Opening Program Preliminaries <ul style="list-style-type: none"> • Statement of Objectives as continuation of Development • Presentation of Matrix 	BCD Emcee: NEAP: Ana-Sol B. Reyes	
	10:45- 11:20	Presentation of Updates on what was submitted during the first week of development & What are the required outputs (SG, SD, worksheets, PRE TEST AND POST TEST - 30 items per LA/per grade + 10 items from common sessions)	NEAP: Roy Benson/Anna Maria Patricia V. Santos	Insights as to the need to complete/ comply SGs and SDs for the learning area
1	11:20- 12:00	Presentation of FINAL TRAINING DESIGN	NEAP: Anna Marie B. San Diego	Final Training Design after considering several factors

	12:00 - 1:00	Lunch		
PM	1:00 - 1:15	Unfreezing	NEAP: Ana Sol Reyes	
2	1:15 - 3:00	Write shop proper for SG & Worksheets	Learning Area Specialists and NEAP TWG	SG per grade per LA
	3:00 - 3:15	Health Break		
3	3:15 - 4:30	Write shop proper for SG & Worksheets		SG per grade per LA
	4:30-5:00	End of the Day Evaluation and Reminders	NEAP	End of day evaluation

Day 2 Session No.	Duration	Topic	Office/Person In Charge	Insights/ Output
AM	8:30-8:45	Preliminaries	BLD	
4	8:45-10:00	Write shop proper for SG & Worksheets		
	10:00-10:15	Health Break		
5	10:00-12:00	Write shop proper for SG & Worksheets		
PM	12:00-1:00	Lunch		
6	1:00-4:30	Write shop proper for SG & Worksheets		
	4:30 - 5:00	End of the Day Evaluation and Reminders		

Day 3 Session No.	Duration	Topic	Office/Person In Charge	Insights/ Output
AM	8:30- 8:45	Preliminaries	NEAP	
6	8:45- 10:00	Write shop proper for SDs with presenters note to the vetted faculty	Field Participants, BCD, BLD & NEAP for TA	
	10:00- 10:15	Health Break		
6	10:15 - 12:00	Write shop proper for SDs with presenters note to the vetted faculty	Field Participants, BCD, BLD & NEAP for TA	
PM	12:00- 1:00	Lunch		
7	1:00- 3:00	Write shop proper for SDs with presenters note to the vetted faculty	Field Participants, BCD, BLD & NEAP for TA	
	3:00- 3:15	Health Break		
7	3:15- 4:30	Write shop proper for SDs with presenters note to the vetted faculty	Field Participants, BCD, BLD & NEAP for TA	
	4:30- 5:00	End of the Day Evaluation and Reminders		

Day 4 Session No.	Duration	Topic	Office/Person In Charge	Insights/ Output
AM	8:30- 8:45	Preliminaries		
7	8:45 – 10:00	Write shop proper for Pretest & Posttest , list of references & supplemental materials	Field Participants, BCD, BLD & NEAP for TA	Draft SG on difficult Q3 LC woven withfor Teachers utilization
	10:00- 10:15	Health Break		
8	10:15- 12:00	Write shop proper for Pretest & Posttest , list of references & supplemental materials	Field Participants, BCD, BLD & NEAP for TA	Draft SG on difficult Q4 LC woven withfor Teachers utilization
PM	12:00- 1:00	Lunch		
8	1:00- 3:00	Write shop proper for Pretest & Posttest , list of references & supplemental materials	Field Participants, BCD, BLD & NEAP for TA	Draft SG on difficult Q4 LC woven withfor Teachers utilization
	3:00 - 3:15	Health Break		
9	3:15 - 4:30	Finalization of output per learning area per grade	Field Participants, BCD, BLD & NEAP for TA	Draft SGs on Q1 LCs, Q2, Q3 & Q4 difficult LCs Teachers utilization
	4:30- 5:00	End of the Day Evaluation and Reminders		

Day 5 Session No.	Duration	Topic	Office/Person In Charge	Insights/ Output
AM	9:00- 9:30	Preliminaries		
	9:30- 10:00	Finalization of output per learning area per grade	Field Participants, BCD, BLD & NEAP for TA	Draft SGs on Q1 LCs, Q2, Q3 & Q4 difficult LCs Teachers utilization
	10:00- 10:30	Checklist of submitted output per learning area per grade	BCD, BLD, NEAP	Draft SGs
	10:30- 10:45	Healthbreak		
	10:45- 11:30	Clearing House	BCD, BLD, NEAP NEAP: Anna Marie B. San Diego BCD: Marizol Mabezza BLD: Jerome Hilario	Insight as to what has to be refined in Proposed Training Design and SGs for teachers utilization
	11:30- 1:00	LUNCH Break & Check out	Field Participants	
PM	1:00 - 2:00	Closing Program & Way Forward	BCD, BLD, NEAP NEAP: Anna Marie B. San Diego BCD: Marizol Mabezza BLD: Jerome Hilario	
	2:30	HOMeward BOUND (pm snacks to be packed)		