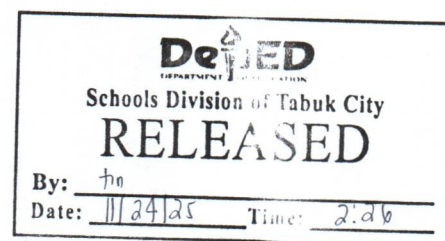




Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Tabuk City



Office of the Schools Division Superintendent

November 24, 2025

DIVISION MEMORANDUM

No. 553 s.2025

REPLACEMENT OF PARTICIPANTS TO REGIONAL MEMORANDUM NO. 881 s. 2025

TO: CID Chief
PSDSs
School Heads
All others concerned

1. In reference to Regional Memorandum No. 881 s. 2025 Titled "Regional Training of Trainers on the Utilization of various Teaching and learning Materials cum Workshop in the Development of Numeracy and Literacy Kits for Kindergarten" at Baguio Palace Hotel, Baguio City on November 26-28, 2025.
 2. This office through the Curriculum Implementation Division hereby inform the replacement of participant due to conflict of schedule.
- | SDO Tabuk City | From | To |
|-----------------------|-----------------------------|---|
| Participant | VIOLETA CORONG/
Cudal ES | RONALYN T. ASPERIN /
Bulanao CS |
3. All other provisions in the previously issued memorandum shall remain in full force and in effect.
 4. This memorandum shall serve as **Travel Authority** of the participant.
 5. Immediate and widest dissemination of this memorandum is required.

BENEDICTA B. GAMATERO, PhD, CESO V
Schools Division Superintendent

For the Authority of the
SCHOOLS DIVISION SUPERINTENDENT

JAN NOWEL X. PEÑA

Asst. Schools Division Superintendent

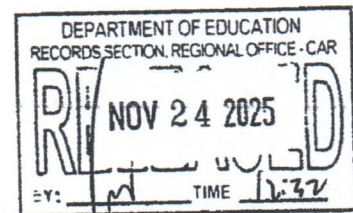


Address: Bulanao Central School Cmpd., Purok 2, Bulanao Norte, Tabuk City, Kalinga
Email: tabuk.city@deped.gov.ph
Website: <https://www.depedtabukcity.com>

DepEd Tayo Tabuk City



Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION



20 Nov 2025

REGIONAL MEMORANDUM
No. 881.2025

**REGIONAL TRAINING OF TRAINERS ON THE UTILIZATION OF VARIOUS
TEACHING AND LEARNING MATERIALS CUM WORKSHOP
IN THE DEVELOPMENT OF NUMERACY AND LITERACY
KITS FOR KINDERGARTEN**

To: Assistant Regional Director
Schools Division Superintendents
All Schools Division Offices
All Others Concerned

1. The Department of Education – Cordillera Administrative Region (DepEd – CAR) through the Curriculum and Learning Management Division (CLMD) shall conduct the **Regional Training of Trainers on the Utilization of Various Teaching and Learning Materials cum Workshop in the Development of Numeracy and Literacy Kits for Kindergarten** at Baguio Palace Hotel, Legarda Rd., Baguio City on November 26-28, 2025.
2. The activity aims to:
 - a. enhance the knowledge, skills, and attitudes of teachers on early childhood, development, assessment, and teaching strategies for kindergarteners;
 - b. deepen teachers' understanding of child developmental stages and milestones, as well as best practices in Kindergarten Education;
 - c. develop proficiency in assessing learners' progress using the Early Childhood Development (ECD) Checklist and utilize the data for appropriate interventions;
 - d. produce teaching and learning materials aligned with the ECD Checklist; and
 - e. strengthen appreciation of the importance of Kindergarten Education as the foundation for lifelong learning.
3. Enclosed with this Memorandum are **Enclosures 1 and 2** or the List of Participants per SDO and Training Matrix, for guidance.
4. In case of a schedule conflict, the Schools Division Superintendent or his/her duly authorized representative shall nominate a substitute provided that the replacement is a Kindergarten Education practitioner.
5. Accommodation and meals of participants and meals of RO Personnel shall be charged to the downloaded 2025 BEC Funds while travel and incidental expenses shall be charged to the BEC funds downloaded to each SDO subject to usual budgeting accounting and auditing rules and regulations.
6. Check – in of participants will start at 2 PM of November 25, 2025 while Check-out will be at 12NN of November 28, 2025.



Address: Wangal, La Trinidad, Benguet, 2601

Telephone No: (074) 422 – 1318

Email Address: car@deped.gov.ph

DepEd Tayo Cordillera <https://depedcar.ph>



7. Should there be any queries and/or clarifications, kindly contact Jennifer P. Ande, Chief-CLMD, through email address at car.clmd@deped.gov.ph.

8. Immediate dissemination of and strict compliance with this Memorandum is directed.


ESTELA P. LEON-CARIÑO, EdD CESO III
 Director IV/Regional Director 

CLMD/JPA/dot
November 20, 2025

List of Participants per SDO

Name of Participant	Position	Office/School Assignment
SDO ABRA		
1. Marivic S. Catriz	Master Teacher I	Sto. Tomas Barrio School
2. Josephine S. Barona	Master Teacher I	Baoyan ES
3. Lerma B. Librado	Master Teacher I	Nangobongan PS
4. Aivorie A. Ballangan	Teacher III	Tiempo ES
5. Ferna Jean B. Padre	Teacher III	Sallapadan CS
6. Ma. Jewel B. Tierra	Teacher III	Bangued East CS
SDO APAYAO		
1. Mary Ann Enrique	Master Teacher I	Balluyan ES
2. Analyn Estomo	Teacher III	Tamalunog ES
3. John Loise Baliwag	Teacher III	Imelda ES
4. Fatima Ingles	Teacher III	Dagupan ES
5. Remelyn Alawin	Teacher III	Upper Maton ES
6. Keith Sadag	Teacher III	Kabugao CS
SDO BAGUIO CITY		
1. Joyce L. Bumakil	Teacher III	San Vicente ES
2. Hazel C. Paran	Teacher III	Doña Aurora H. Bueno ES
3. Leny Mila B. Ullalim	Teacher II	Elpidio Quirino ES
4. Valen Grayle E. Tundagui	Teacher II	Baguio Central School
5. Lelibeth Q. Ventura	Teacher III	Rizal ES
6. Christina B. Dano	Teacher III	Roxas ES
SDO BENGUET		
1. Mary Don Palberas	Teacher III	Ambuklao ES
2. Alma G. Peping	MT I	Beleng Belis ES
3. Annibeth P. Fianza	Teacher III	Bekes ES
4. Mae Lani O. Solino	Teacher III	Puguis ES
5. Analyn Frias	Teacher III	Ulsijo ES
6. Olympia L. Wakat	Teacher II	Dackias ES
SDO IFUGAO		
1. Hermie B. Ildefonso JR	Teacher III	Potia ES
2. Shearyl P. Tuguinay	Teacher III	Lagawe CS
3. Sharon L. Dinamling	Teacher III	Banaue CS
4. Thomasa T. Madanes	Teacher III	Wangwang ES
5. Valerie B. Uchayan	Teacher III	Butac Elementary School
SDO KALINGA		
1. Edwardo P. Kid-isan, Jr	T-3	Coddog ES
2. Jane N. Basitan	MT-1	Liwan East ES
3. Melita C. Agustin	MT-1	Rizal CS
4. Imelda S. Agyao	MT-1	Balinciagao ES
5. Shony Mae R. Tongnawa	T-1	Camalog ES
6. Jocelyn B. Malupeng	MT-2	PCS-Cablogan Extension

SDO MT. PROVINCE		
1. Harriet Tawaran	Master Teacher 1	Apapawan ES
2. Maryle B. Guevarra	Master Teacher 1	Sumadel ES
3. Rose-an Api-it	Master Teacher 1	Sagada CS
4. Nita O. Gumaya	Teacher III	Banguitan ES
5. Melanie I. Lacwayan	Teacher I	Camatagan ES
6. Gina N. Amando	Teacher III	Cagubatan ES
7. Gloria Marie P. Pachong	Teacher III	Bilig ES
SDO TABUK CITY		
1. Myrna Dalo	Master Teacher II	Green Hills ES
2. Mary Jane Binsay	Teacher III	Bulanao Central school
3. Famelia Cabiao	Teacher III	Masablang ES
4. Violeta Corong	Teacher III	Calanan ES
5. Maricel Alipio	Teacher III	Cudal CS
6. Janet F. Taguitag	Teacher III	Madapdapig ES
REGIONAL TECHNICAL WORKING GROUP		
1. Estela P. Leon-Cariño EdD, CESO III/Ronald B. Castillo CESO V	RD/ARD	ORD
2. Jennifer P. Ande	Chief/RP	CLMD
3. Edgar D. Vicente	EPS	CLMD
4. Denia O. Tarnate	EPS	CLMD
5. Aizel Ann L. Jamison	TAS	CLMD
6. Henrieta A. Bringas	EPS/RP	SDO Abra
7. Richard B. Simisim	EPS/RP	SDO Apayao
8. Arlee D. Bitibit	School Head/RP	
9. Sydney Shan M. Carino	EPS/Facilitator	SDO Baguio City
10. Freda B. Dayog	School Head/RP	
11. Erlinda C. Quinuan	EPS/Facilitator	SDO Benguet
12. Emilyn E. Medina	School Head/RP	
13. Delleah A. Tagayo	EPS/RP	SDO Ifugao
14. Rosebella P. Buya-ao	School Head/RP	
15. Jovelyn B. Dugayon	EPS/RP	SDO Kalinga
16. Jocelyn A. Patnay	EPS/RP	SDO Mt. Province
17. Marionette S. Dooma	EPS/RP	SDO Tabuk City
18. Ron Jay Galletes	TAS	CLMD
19. Alfredo B. Lanas	EPS	CLMD
20. Nover Keitley S. Mente	EPS	CLMD

Enclosure 2 to RM No. 881.2025

INDICATIVE ACTIVITY MATRIX

Day	Time	Activity/Session/ Resource Person	Methodology & Facilitators
Day 0: November 25, 2025	2:00 PM onwards	Arrival and Check-in of Participants	
Day 1: November 26, 2025	7:30:00 AM – 8:15 AM	Registration	In-person
	8:15 AM-8:45AM	Preliminaries	In-person
	8:4500 AM – 9:45AM	Who the learners are? Developmental Milestones of Kindergarteners Henrieta Bringas EPS, SDO Abra	Discussion/ Sharing Facilitator: Sydney Shan M. Carino EPS, SDO Baguio City
	9:45AM-10:00AM	Health Break	
	10:00PM- 11:00PM	Developmentally Appropriate Practices (DAP) in Teaching Kindergarteners Jocelyn A. Patnay EPS, SDO Mt. Province	Sharing/ Discussion
	11:00-12NN	Play-Based Learning: A Pedagogical Approach in Kindergarten Emilyn E. Medina School Head, SDO Benguet	Sharing/ Discussion
	12NN-1:00PM	Lunch Break	MOL: Benguet
	1:00-2:30 PM	The Blocks of Time: Its Purpose and Example Freda B. Dayog School Head, SDO Baguio City	Sharing/ Discussion Facilitator: Erlinda C. Quinuan EPS, SDO Benguet
	2:30 AM-3:00PM Afternoon session	Workshop 1: Preparation of DLL following the Blocks of Time	Hands on Discussion/ Sharing
	3:00PM-3:15PM	Health Break	

	3:15-4:00 PM	Continuation of Workshop 1	Hands on Discussion/ Sharing
	4:00 PM-5:00PM	Validation of Outputs	Discussion/ Sharing
	8:00AM-6:00 PM	Gallery of Literacy and Numeracy Kits	Sharing/ Discussion
Day 2: November 27, 2025	8:00AM-8:30AM	MOL	AVP/Group Activity
	8:30AM-10:00AM	The ECD Checklist: A Guide for Teachers to Assess and Monitor a Child's Development Across Key Domains Delleah A. Tagayo EPS, SDO Ifugao and Richard B. Simisim EPS, SDO Apayao	Hands on Discussion/ Sharing Facilitator: Jocelyn A. Patnay EPS, SDO Mt. Province
	10:00AM-10:15AM	Health Break	
	10:15-11:00	Sample conduct of ECD Assessment focused on the Cognitive Domain Arlee D. Bitibit School Head SDO Apayao	Hands-on
	11:00AM-12NN	Presentation of Aligned ECD Milestones and LCs to the Learning Kits Rosebella P. Buya-ao Master Teacher I, SDO Ifugao Jovelyn B. Dugayon EPS, SDO Kalinga Marionette S. Dooma EPS, SDO Tabuk City	
	12NN-1:00PM	Lunch Break	MOL: SDO Apayao
	1:00PM-3:00PM	Workshop 2: Development of Literacy and Numeracy Kits	Hands-on Facilitators Richard B. Simisim & Arlee D. Bitibit

	3:00PM-3:15PM	Health Break	
	3:15PM-5:00PM	Continuation of Workshop	Discussion/ Sharing
Day 3 November 28, 2025	8:00AM-8:30AM	MOL SDO Kalinga & Tabuk	AVP/Group Activity
	8:30-10:00AM	Continuation and Finalization of Outputs	Hands-on Facilitators Jovelyn B. Dugayon & Marionette S. Dooma
	10:00AM-10:15AM	Health Break	
	10:15-12NN	Demonstration on the Use of the Developed Kits for Instruction (Select Participants)	Demonstration/ Discussion/ Sharing
	12:00-1:00	Lunch Break	
	1:00-2:00	Gallery of Outputs/SDO	
	2:00-3:00PM	Clearing House and Ways Forward	
	3:00-4:00PM	Closing Program	Abra & Mt. Province