



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

27 Aug 2026

DIVISION MEMORANDUM
No. 428, s. 2026

**EMPOWERING LEADERS FOR FOUNDATIONAL LITERACY: A
REITERATION OF THE MATATAG (REVISED K-12) GRADE 1 READING
AND LITERACY CURRICULUM UNDER BATANGAN 2.0**

TO: Assistant Schools Division Superintendent
Chief – Curriculum Implementation Division (CID)
Chief – School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
School heads/Head Teachers/ Subgroup heads/coordinators
ENGLISH LANGUAGE Sub Office Coordinators
All Others Concerned

1. Pursuant to the Department of Education's continuing efforts to strengthen foundational literacy and support the implementation of the MATATAG Curriculum, the Curriculum Implementation Division (CID), Schools Division Office of Batangas, shall conduct the "Empowering Leaders for Foundational Literacy: A Reiteration of the MATATAG (Revised K-12) Grade 1 Reading and Literacy Curriculum under Batangan 2.0" on October 14 to 15, 2026, at a venue to be announced through a subsequent issuance.

2. This two-day Learning and Development (L&D) program aims to strengthen the instructional leadership competencies of Public Schools District Supervisors (PSDS) and School Heads in effectively operationalizing the Revised Grade 1 Reading and Literacy Curriculum and aligning its implementation with the division's literacy initiatives, Batangan 2.0 under Talas-Dunong.

3. Specifically, the activity aims to:

a. analyze and deconstruct the Revised K-12 Grade 1 Reading and Literacy curriculum standards, focusing on the Key Stage 1 beginning reading phase;

b. deepen participants' understanding of translanguaging and the Gradual Release of Responsibility (GRR) Model as key pedagogical shifts in literacy instruction;

c. formulate evidence-based instructional supervision strategies using authentic assessment tools;

d. develop school-level implementation roadmaps aligned with Batangan 2.0 and Talas-Dunong; and

e. construct curriculum maps that integrate local contexts into literacy instruction.



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4. The participants to this activity are the thirty-four (34) Public Schools District Supervisors and thirty-four (34) designated School Heads of the Schools Division Office of Batangas. Members of the Technical Working Group (TWG), resource persons, facilitators, and support staff shall likewise participate in the implementation of the program.
5. Participants are expected to actively engage in all sessions and workshop activities and produce the required outputs, including localized curriculum maps and instructional leadership action plans to support the implementation of the Revised K-12 Grade 1 Reading and Literacy Curriculum within their respective schools and districts.
6. A preparatory meeting of all resource persons and Technical Working Group (TWG) members shall be conducted on **September 17, 2026, at 9:00 A.M. at the SDO Batangas Conference Room** to discuss program implementation, session guides, logistics arrangements, workshop outputs, and individual assignments. Attendance of all concerned personnel is hereby enjoined.
7. Expenses of the participants and TWG relative to food, venue, accommodation, training materials, and other incidental expenses shall be charged against MOOE and/or other local funds, subject to the usual accounting and auditing rules and regulations.
8. This Memorandum shall serve as the **Travel Order** of all participants, Technical Working Group members, resource persons, facilitators, and support staff involved in the conduct of this activity, subject to existing DepEd guidelines and regulations.
9. Immediate and widest dissemination of this Memorandum is desired.


MARITES A. IBÁÑEZ, CESO V
Schools Division Superintendent 

Encl.: As stated.

Reference: None

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

Issuance Division Memorandum

MLJCB/ EMPOWERING LEADERS FOR FOUNDATIONAL LITERACY: A REITERATION OF THE MATATAG (REVISED K-12) GRADE 1
READING AND LITERACY CURRICULUM UNDER BATANGAS 2.0/ R2-155267/8/26/2026



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Attachment 1

LIST OF PARTICIPANTS

	NAME	Position	SUB OFFICE	CD
1	AIDA S. CUDIAMAT	PRINCIPAL IV	BALAYAN EAST	1
2	JEFFREY V. BALBOA	Principal I	Balayan West	1
3	MELANIE V. TORRES	Principal II	CALATAGAN	1
4	CATHERINE L. LUCERO	Principal 2	Lemery	1
5	RONEL A. GOMEZ	ASSISTANT SCHOOL PRINCIPAL II	LIAN	1
6	MELANIE M. MERCADO	PRINCIPAL I	NASUGBU EAST	1
7	ERNALDO P. TAVARES JR.	HEAD TEACHER II	NASUGBU WEST	1
8	Alexander De Leon Garcia	Principal	TAAL	1
9	MA. MIMIE M. JUMARANG	Principal II	TUY	1
10	RIANITA S. PASIGPASIGAN	PRINCIPAL IV	BAUAN EAST	2
11	MOVITA O. CRUZAT	PRINCIPAL IV	BAUAN WEST	2
12	LINA M. MAGOLING	PRINCIPAL III	LOBO	2
13	ANTONETTE A. DIPASUPIL	Principal I	Mabini	2
14	Ovien C.Gabay	Principal 1	San Luis	2
15	FRAIDA D. DELAS ALAS	Principal I	San Pascual	2
16	SHERYL B. JUGUETA	Head Teacher II	Tingloy	2
17	Agapito S. Canela Jr.	Head Teacher III	Agoncillo	3
18	RUNDOLPH R. ABANTO	SP-III	ALITAGTAG	3
19	GLENDA R. ENRIQUEZ	Principal I	Balete	3
20	LYNE M.JAEN	Head Teacher I	CUENCA	3
21	BELEN P. TERRAGO	PRINCIPAL-II	LAUREL	3
22	NANCY C. NAPILI	Principal IV	Malvar	3
23	GINA M. ATIENZA	PRINCIPAL I	MATAASNAKAH OY	3
24	EDNA R. MANALO	Principal I	San Nicolas	3
25	AMPARO R. SALAZAR	Principal I	Sta. Teresita	3
26	Edna Y. Ortilla	Principal III	Talisay	3
27	NORMA A. CANTOS	Principal 4	Ibaan	4
28	YOLLIE M. ERIÑO	HEAD TEACHER III	PADRE GARCIA	4
29	MYRNA A. ROSALES	Principal II	ROSARIO EAST	4
30	FILOMENA R. DE TORRES	Principal III	Rosario West	4
31	DULCE A. GUTIERREZ	PRINCIPAL III	SAN JOSE	4
32	EDEN E. GONIO	Principal I	SAN JUAN EAST	4
33	CHIELA A. BAGNES	Principal I	SAN JUAN WEST	4
34	FELY F. PENTINIO	Principal I	TAYSAN	4



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No.	NAME	Position	SUB OFFICE
35.	RIZA C. GUSANO	PSDS	BALAYAN EAST
36.	PLACIDA G. DELA VEGA	Principal II-OIC PSDS	BALAYAN WEST
37.	ELEAZAR C. MAGSINO	PSDS	CALATAGAN
38.	NENITA A. ADAME	PSDS	LEMERY
39.	PEDRO D. DE LOS REYES	PSDS	LIAN
40.	RONALDO L. SEVILLA	PSDS	NASUGBU EAST
41.	GREGORIO V. MENESES	PSDS	NASUGBU WEST
42.	CONIE C. HERNANDEZ	PSDS	TAAL
43.	RHINA O. ILAGAN, CESE	ASDS-OIC PSDS	TUY
44.	AURELIA A. AGUILA	PRINCIPAL III - OIC PSDS	BAUAN WEST
45.	EMITERIA B. VILLAMOR, ED.D	PSDS	BAUAN EAST
46.	JULITA E. ILAGAN	PSDS	LOBO
47.	LUISITO L. CANTOS	PSDS	MABINI
48.	ANIANO I. HERNANDEZ	PSDS	SAN LUIS
49.	AVELINO B. MORTEL	PSDS	SAN PASCUAL
50.	ANTONIO M. ILAGAN	PSDS	TINGLOY
51.	MARIA MELISSA M. ARIOLA	PSDS	AGONCILLO
52.	MARY JANE M. GONZALES	PSDS	ALITAGTAG
53.	BABY JANET U. DIMAILIG	PSDS	BALETE
54.	ANDREA M. HERNANDEZ	PSDS	CUENCA
55.	BENILDA N. NAVARRO	PSDS	LAUREL
56.	AGRIFINA A. DIRAIN	PSDS	MALVAR
57.	NANCY D. LUBIS	PSDS	MATAASNAKAHOY
58.	RODRIGO S. CASTILLO	PSDS	SAN NICOLAS
59.	BRAULIO B. Napeñas	PSDS	STA. TERESITA
60.	GINALYN U. MACARAIG	PSDS	TALISAY
61.	CONSTANCIA PEREZ	PSDS	IBAAN
62.	LUCKY MAY L. PASIA	PSDS	PADRE GARCIA
63.	ORLIE G. DEL MUNDO	PSDS	ROSARIO EAST
64.	BERNARDA M. REYES	PSDS	ROSARIO WEST
65.	JOEL B. LUBIS	PSDS	SAN JOSE
66.	ELLIENOR D. PEÑA	PSDS	SAN JUAN EAST
67.	SARAH S. SAGUIN	PSDS	SAN JUAN WEST
68.	ERICKSON T. GUTIERREZ	PSDS	TAYSAN



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Attachment 2

RESOURCE PERSONS AND TECHNICAL WORKING GROUP

Name	Position	School/Office	Technical Work Group
Rosalie L. Liwanag	Principal III	Bayorbor National High School MataasnaKahoy	Documentation/Logistics
Melanie V. Torres	Principal III	Jose M. Caisip ES- Calatagan	Documentation/Class Manager
Catherine L. Lucero	Principal II	Dona Matilde Memorial ES- Lemery	Documentation/ Process Observer
Erron De Torres		SDO Batangas	Registration, Attendance and Certificate Focal Person
Erinaldo P. Tavares Jr.	Head Teacher II	Dayap Elementary School- Nasugbu West	ICT Focal Person/ Support Staff
Lilizeil F. Javier	Principal 1	Looc ES- Nasugbu East	ICT Focal Person/ Support Staff
Myrna De Castro	Principal I	Maximo T. Hernandez MINHS- Ibaan	Registration, Attendance and Certificate Focal Person/QAME
Maria Irma Cudiamat	Principal 1	Tumalim NHS- Nasugbu East	Documentation/ Evaluator
Ma Leticia Jose C. Basilan	EPSvr	SDO	Proponent/Lead Facilitator
Agrifina A. Dirain	PSDS	Malvar	Lead Facilitator
Maria Melissa M. Ariola PhD	PSDS	Alitagtag	Lead Facilitator
Rianita S Pasigpasigan	Principal IV	STA. Maria-San Pedro ES – Bauan East	Lead Facilitator
Ginalyn U. Macaraig	PSDS	Talisay	Lead Facilitator



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Attachment 3

TERMS OF REFERENCE

PROGRAM PROPONENT/MANAGER

1. Manages the entire training/program
2. Acts as over-all cluster/venue adviser, supervisor
3. Leads the debriefing at the end of the day
4. Provides feedback during the debriefing
5. On the lookout for the welfare of the participants

LEAD FACILITATOR

1. Runs the assigned session
2. Responsible for participants learning
3. Where necessary, develops, reviews, contextualizes the Session for the assigned session
4. Provides feedback to Program Manager
5. Attends debriefing sessions

CLASS MANAGER

1. Serves as class adviser all throughout the training program
2. Provides the needs of the participants and facilitators during the session
3. Gives/ announces management concerns
4. Checks the attendance
5. Reminds the participants regarding the evaluation
6. Posts, records, and checks the outputs of participants

PROCESS OBSERVER

1. Accomplishes the process observation form
2. Attends the debriefing sessions to disseminate what is written in the PO form

QAME

1. Ensures that the QAME process such as data gathering through monitoring tools and FGD, analysis of data, as well as the presentation of findings are observed, and ensures protocol is observed in this process.
2. Consolidates QAME results and submits reports to the program manager/ training manager
3. Oversees the entire QAME process of the program
4. Provides QAME results during debriefing
5. Ensures that debriefing happens at the end of the day
6. Submits all accomplished forms

MEDICAL OFFICER

1. Ensures the health conditions of the participants
2. Provides first aid and immediately attends to participants needing medical attention
3. Reports participants' health problems to the training management team
4. Attends debriefing sessions



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REGISTRATION AND CERTIFICATE FOCAL PERSON

1. Secures logistics (supplies, materials, equipment) for the assigned classes
2. Keeps the master list of participants
3. Spearheads the registration and checking of all attendance of participants
4. Gathers and keeps the supporting documents for liquidation and reporting purposes

DOCUMENTER / ICT FOCAL PERSON/ SUPPORT STAFF

1. Sees to it that all equipment needed for the training are available and functional
2. Takes pictures and writes narrative reports of everything during the training
3. Takes down minutes of all meetings/ debriefing sessions
4. Prepares a draft of Completion Report following the given format
5. Prepares audio-visual equipment, wireless clickers, audio interfaces, digital display boards, and laptop-to-projector display mirroring.
6. Ensures slide decks, video clips, virtual background templates, and digital modules are downloaded locally in case of internet interruptions.
7. Monitors online logging of attendance, digital evaluation forms (QATAME), and session activity logs.
8. Captures high-resolution screenshots and screen recordings for documentation and reporting purposes.
9. Compiles, organizes, and uploads workshop outputs, slide presentations, recorded sessions, and photos into designated DepEd SDO Batangas storage

EVALUATOR

1. Assists the lead facilitator in evaluating the submitted outputs of the participants.
2. Checks completeness of documents needed as training outcomes.
3. Evaluates necessary documents for training attainments for completion reports and liquidation.

LOGISTICS

1. Prepares and organizes training supplies (flipcharts, whiteboards, markers, pens, workshop kits, meta-cards, folders, and IDs).
2. Coordinates with accredited food providers or the venue for meal schedules, dietary requirements, and water stations.
3. Hands out workshop handouts, activity sheets, and session kits as instructed by the Secretariat or Program Committee.
4. Addresses last-minute spatial, mechanical, or electrical failures (e.g., blown fuses, power outages, missing cables, seating shortages).
5. Collects unused training materials, extra supplies, borrowed extension cords, and equipment.