



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

3 Dec 2025

DIVISION MEMORANDUM
No. 708, s. 2025

**WORKSHOP ON THE MANAGEMENT AND UTILIZATION OF
KINDERGARTEN ASSESSMENT TOOLS FOR KINDERGARTEN
TEACHERS**

TO: Assistant Schools Division Superintendents
Chief-Curriculum Implementation Division (CID)
Chief-School Governance and Operations Division (SGOD)
Education Program Supervisors
Public Schools District Supervisors
Public Elementary School Heads
All Others Concerned

1. Pursuant to DepEd Order No. 20, s. 2016 – *Policy Guidelines on Kindergarten Education*, which emphasizes the importance of appropriate assessment strategies in the early grades, and DepEd Order No. 8, s. 2015 – *Policy Guidelines on the Assessment and Rating of Learners*, which highlights the need for accurate, reliable, and learner-centered assessment practices, this office through the Curriculum Implementation Division shall conduct a **Workshop on the Management and Utilization of Kindergarten Assessment Tools for Kindergarten Teachers on December 18-19, 2025** at a venue to be announced in a separate memorandum.
2. The main objectives of this activity are the following:
 - a. demonstrate proper management and organization of assessment data for easy monitoring and reporting;
 - b. apply play-based assessment strategies in evaluating the developmental progress of learners;
 - c. analyze and interpret assessment results to inform instructional planning and interventions and;
 - d. share best practices and strategies with fellow Kindergarten teachers to enhance the quality and consistency of learner assessment.
3. The lists of participants and Technical Working Group (TWG) are herein attached for reference. Furthermore, this memorandum shall serve as the official authority to travel.
4. Travel expenses in this activity shall be charged against school or local funds subject to usual auditing rules and regulations.



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5. Immediate dissemination of this memorandum is desired.

MARITES A. IBÁÑEZ, CESO V
Schools Division Superintendent

Enc. As stated

Reference: DepEd Order No. 20, s. 2016 & DepEd Order No. 8, s. 2015

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

Issuances-Division Memorandum

MRV/ WORKSHOP ON THE MANAGEMENT AND UTILIZATION OF KINDERGARTEN ASSESSMENT
TOOLS FOR KINDERGARTEN TEACHERS/ /12/04/2025



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LIST OF PARTICIPANTS

1	Bella P. Villanueva	Teacher III	Coral Na Munti Elementary School	Agoncillo
2	Francisco V. Hernandez	Principal III	Banyaga Elementary School	Agoncillo
3	Jennybel D. Dalisay	Teacher III	Banyaga Elementary School	Agoncillo
4	Marice M. Magsino	Teacher III	Agoncillo Central School	Agoncillo
5	Jennefer H. Bascuguin	Teacher III	Alitagtag Central School	Alitagtag
6	Loreta M. Asugui	Principal 1	Pinagkurusan Elementary School	Alitagtag
7	Mernalyn M. Monterozo	Teacher II	Dalipit Elementary School	Alitagtag
8	Rodalia T. Mabeza	Teacher III	Munlawin Elementary School	Alitagtag
9	Aileen R. Cerdon	Teacher I	Lucban Elementary School	Balayan East
10	Jessica A. Noveno	Teacher III	Balayan East Central School	Balayan East
11	Mary Rose D. Chan	Teacher III	Lanatan-Muntingtubig Elementary School	Balayan East
12	Vicky P. De Torres	Principal IV	Balayan East Central School	Balayan East
13	Amanda B. Illao	Head Teacher III	Agustin T. Ramos Memorial Elementary School	Balayan West
14	Babylyn R. Bermas	Teacher I	Navotas Elementary School	Balayan West
15	Diane L. Dimaala	Teacher III	Canda Integrated School	Balayan West
16	Rica Joyce F. Beadoy	Teacher II	Balayan West Central School	Balayan West
17	Evangeline L. Ocampo	Principal II	Balete Central School	Balete
18	Laurenz O. Tupas	Teacher I	Balete Central School	Balete
19	Michael D. Bernardo	Teacher I	Cesar Oroña Elementary School	Balete
20	Shirley V. Santander	Teacher III	Malabanan Elementary School	Balete
21	Anathea I. Geronimo	Teacher III	Bauan East Central School	Bauan East



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22	Baby Marites M. Abel	Head Teacher III	New Danglayan-Sto. Domingo Elementary School	Bauan East
23	Reynarose S. Dela Rosa	Teacher III	Manghinao Elementary School	Bauan East
24	Roselle Ann C. Belegal	Teacher III	Sta. Maria- San Pedro Elementary School	Bauan East
25	Brenda C. Boongaling	Principal IV	Bolo Elementary School	Bauan West
26	Christine Joy S. Gonzalvo	Teacher I	Colvo Elementary School	Bauan West
27	Cynthia Annabel B. Ebreo	Teacher III	Bolo Elementary School	Bauan West
28	Jed Nicole A. Generoso	Teacher 1	Inicbulan Elementary School	Bauan West
29	Heidi A. Tumbaga	Teacher I	Talisay Elementary School	Calatagan
30	Jessa M. Bautista	Teacher 1	Gulod Elementary School	Calatagan
31	Jessica L. Nuestro	Teacher III	Kilitisan Elementary School	Calatagan
32	Joy N. Toraliza	Teacher III	Jacobo Zobel Elementary School	Calatagan
33	Lilibeth C. Caunceran	Principal 1	Enrique Zobel Elementary School	Calatagan
34	Diana Rose G. Fontelo	Teacher III	Emmanuel Elementary School	Cuenca
35	Diosa J. Aguila	Teacher III	Cuenca Central School	Cuenca
36	Maricel C. Climaco	Teacher I	Ibabao Elementary School	Cuenca
37	Regine R. Lacbay	Teacher III	Col. Pedro Pasia Memorial School	Cuenca
38	Zenaida G. Gutierrez	Principal III	Cuenca Central School	Cuenca
39	Ann Jericha D. Vargas	Teacher III	Ibaan Central School	Ibaan
40	Constancia A. Perez	Principal	Ibaan Central School	Ibaan
41	Dyan M. Magundayao	Teacher I	Talaibon Elementary School	Ibaan
42	Maria Vina A. Aclan	Teacher 1	Panghayaan Elementary School	Ibaan
43	Sairhene M. Torino	Teacher I	Lucsuhin Integrated School	Ibaan



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44	Bernadeth A. Sarmiento	Teacher III	San Gabriel Elementary School	Laurel
45	Julina M. Enriquez	Teacher III	Laurel Central School	Laurel
46	Monette L. Genil	Principal III	San Gabriel Elementary School	Laurel
47	Olive G. Artillaga	Teacher II	Leviste Elementary School	Laurel
48	Rhonalyn C. Biscocho	Teacher III	Balakilong Integrated School	Laurel
49	Jastine Jean A. Perez	Teacher III	Bukal Elementary School	Lemery
50	Renette N. Villanueva	Teacher II	Mahayahay Elementary School	Lemery
51	Rowena P. Bereña	Principal II	Mahayahay ES	Lemery
52	Victoria M. Magsino	Teacher III	Payapa Elementary School	Lemery
53	Wiljoy Marie L. Catapat	Teacher III	Lemery Pilot Elementary School	Lemery
54	Ericka M. Mendoza	Teacher III	Matabungkay Elementary School	Lian
55	Glenda L. Dimatatac	Principal II	Lumaniag Elementary School	Lian
56	Ivy Dale A. Esquillo	Teacher I	Putingkahoy Elementary School	Lian
57	Jenny Jean B. Auro	Teacher I	Luyahan Elementary School	Lian
58	Noralie A. Mayari	Teacher I	Lumaniag Elementary School	Lian
59	Airish Mae R.Chavez	Teacher I	Mabilog Na Bundok Elementary School	Lobo
60	Dalia S. Ebora	Teacher III	Nagtaluntong Elementary School	Lobo
61	Elmer A. Ramirez	Principal I	Malapad Na Parang Elementary School	Lobo
62	Rowena A. Abanilla	Teacher III	Soloc Elementary School	Lobo
63	Shaira Mhai P. Gasco	Teacher II	San Miguel Elementary School	Lobo
64	Daisyree M. Ilagan	Teacher 3	Talaga Elementary School	Mabini
65	Jovielyn D. Cielo	Teacher I	Mainaga-San Francisco Integrated School	Mabini
66	Sheryl C. Ilagan	Principal I	Laurel Elementary School	Mabini



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67	Venus M. Dilao	Teacher III	Mabini Central School	Mabini
68	Nica Joyce C. Lara	TEACHER I	San Pioquinto Elementary School	Malvar
69	Robella L. Magnaye	Head Teacher I	Bilucan Elementary School	Malvar
70	Diana V. Reinton	Teacher 1	Luta Elementary School	Malvar
71	Kathlene Joyce C. Lacorte	Teacher 1	Miguel Aranda Memorial Elementary School	Malvar
72	Marian C. Moren	Teacher II	Malvar Central School	Malvar
73	Al Joy G. Silva	Teacher 1	Paaralang Sentral Ng Mataasnakahoy	Mataasnakahoy
74	Elenita D. Dimayuga	Principal IV	Paaralang Sentral Ng Mataasnakahoy	Mataasnakahoy
75	Jessica Marie S. Fos	Teacher III	Paaralang Elementarya Ng Lumanglipa	Mataasnakahoy
76	Shiena May L. Gonzales	Teacher I	Paaralang Elementarya Ng Loob	Mataasnakahoy
77	Cynthia B. Vida	School Principal I	Paaralang Elementarya Ng Banilad	Nasugbu East
78	Jorelyn R. Dime	Teacher II	Paaralang Elementarya Ng Banilad	Nasugbu East
79	Leizel G. Dimafelix	Teacher II	Nasugbu East Central School	Nasugbu East
80	Marianne D. Capacia	Teacher I	Cogonan Elementary School	Nasugbu East
81	Arlene P. Ulate	Teacher III	Bucana Elementary School	Nasugbu West
82	Jocelyn C. Garcia	Teacher III	Balokbalok Elementary School	Nasugbu West
83	Myra T. Bruno	Head Teacher III	Bucana Elementary School	Nasugbu West
84	Rossielyn A. Guyagon	Teacher I	Wawa Elementary School	Nasugbu West
85	Irma C. Santonia	Teacher I	Anacleto Villanueva Elementary School	Padre Garcia
86	Lorena M. Valdez	Teacher I	Manggas - Tamak Elementary School	Padre Garcia



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87	Ma. Aurora D. Fernando	Teacher III	Castillo Elementary School	Padre Garcia
88	Marlon C. Espiritu	Teacher I	Tangob Elementary School	Padre Garcia
89	Marlon C. Espiritu	Teacher I	Tangob Elementary School	Padre Garcia
90	Rosita A. Lasig	School Principal I	Manggas - Tamak Elementary School	Padre Garcia
91	Jhoan A. Verguela	Teacher II	San Carlos Elementary School	Rosario East
92	Kriselle B. Adame	Teacher III	Rosario East Central School	Rosario East
93	Marilyn C. Marasigan	Principal IV	Rosario East Central School	Rosario East
94	Zaila P. De Raya	Teacher II	Rosario East Central School	Rosario East
95	Josephine Esther P. Factor	Teacher III	Rosario West Central School	Rosario West
96	Lordylyn V. Balmes	Teacher III	Itluga Elementary School	Rosario West
97	Mark Angelo R. Magtibay	Principal I	Mavalor Integrated School	Rosario West
98	Shiela May D. Ilagan	Teacher I	Mavalor Integrated School	Rosario West
99	Bernadette M. Magsino	Teacher III	Pinagtungulan Elementary School	San Jose
100	Brenda S. Luna	Teacher III	Dagatan Elementary School	San Jose
101	Estrella A. Nuñez	Principal 1	Lapolapo Elementary School	San Jose
102	Niña Jessa Z. Sacomon	Teacher III	Banaybanay 1 Elementary School	San Jose
103	Christmas M. De Villa	Teacher III	Paaralang Elementarya Ng Talahiban 1.0	San Juan East
104	Gemma C. Dimaculangan	Principal II	San Juan East Central School	San Juan East
105	Rodessa D. Paragas	Teacher III	Subukin Elementary School	San Juan East
106	Sunshine A. Palma	Teacher III	Paaralang Elementarya Ng Tipas	San Juan East
107	Gretchel Rica A. Miguel	Teacher III	Paaralang Elementarya Ng Marcal	San Juan West



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108	Lea A. Casalla	Teacher III	San Juan West Central School	San Juan West
109	Mylene P. Mendoza	Master Teacher II	Paaralang Elementarya Ng Buhaynasapa	San Juan West
110	Ruben A. Panaligan	Principal II	Paaralang Elementarya Ng Buhaynasapa	San Juan West
111	Chelcea Anne B. De Claro	Teacher I	Luya Integrated School	San Luis
112	Marian B. Villanueva	Teacher I	Boboy Elementary School	San Luis
113	Romana M. Hernandez	Principal III	San Luis Central School	San Luis
114	Rose Jell M. Montenegro	Teacher III	San Luis Central School	San Luis
115	Carina B. De Aagun	Principal II	Balete Elementary School	San Nicolas
116	Emmee Anne A. Enriquez	Teacher III	Calangay Elementary School	San Nicolas
117	Fretzie Gay M. Fajardo	Teacher I	Bancoro Elementary School	San Nicolas
118	Renalyn C. Tubo	Teacher 1	Maabud Elementary School	San Nicolas
119	Benilda M. Dalawampu	Principal 1	Ilat Elementary School	San Pascual
120	Dianne C. Anuran	Teacher III	Pook Ni Banal Elementary School	San Pascual
121	Mary Jane O. Bukid	Teacher II	Banaba Elementary School	San Pascual
122	Riza C. Ylagan	Teacher I	Laurel Elementary School	San Pascual
123	Analyn S. Galindez	Teacher III	Sta. Teresita Central School	Sta Teresita
124	Daniella G. Yason	Teacher III	Saimsim Elementary School	Sta Teresita
125	Mylene B. Bathan	Principal III	Sta Teresita Central School	Sta Teresita
126	Sheenalyn B. Mouan	Teacher III	Sampa-Pacifico Integrated School (K To 12)	Sta Teresita
127	Jaqueline C. Cabungcal	Teacher III	Taal Central School	Taal
128	Leesibel G. Agojo	Master Teacher I	Aguero Lota Asinas Memorial Elementary School	Taal



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129	Marinel G. Alea	Teacher III	Taal Central School	Taal
130	Marissa G. Alea	Principal II	Balisong Elementary School	Taal
131	Jocelyn L. Ilagan	Teacher III	Doña Maria Laurel Platon Memorial School	Talisay
132	Mea M. Fresnido	Teacher III	Caloocan Elementary School	Talisay
133	Nova C. Montillano	Teacher II	Venancio Trinidad Sr. Memorial School	Talisay
134	Rose Ann A. Vicente	Teacher III	Quiling ES	Talisay
135	Mary Grace L Mendoza	Principal IV	Venancio Trinidad Sr Memorial School	Talisay
136	Anastacia P. Miradora	Teacher II	San Isidro Elementary School	Taysan
137	Belinda D. Arellano	Principal III	Taysan Central School	Taysan
138	Grace I. Andal	Teacher I	Dagatan Elementary School	Taysan
139	Mary Ann D. Florendo	Teacher III	Taysan Central School	Taysan
140	Ruby Shane E. Aclan	Teacher II	Pinagbayanan Elementary School	Taysan
141	Jeremy Faith B. Rodriguez	Teacher I	San Juan Elementary School	Tingloy
142	Shiela Marie M. Villaruel	Teacher II	San Jose Elementary School	Tingloy
143	Ellaine S. San Andres	Teacher I	Corona Elementary School	Tingloy
144	Liezel B. Castillo	Head Teacher III	Makawayan Elementary School	Tingloy
145	Marife D. Enriquez	Teacher III	Tingloy Central School	Tingloy
146	Claire M. De Jesus	Teacher I	San Jose Elementary School	Tuy
147	Corazon P. Pagkaliwangan	Principal I	Luntal Elementary School	Tuy
148	Erlyn H. Allado	Teacher - III	Eulogio G. Cerrado Elementary School	Tuy
149	Rosemarie S. Guinto	Teacher II	Luntal Elementary School	Tuy
150	Lucila Saguindang	Teacher III	Gregorio paradero ES	Tuy



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Technical Working Group

	NAME	SEX	OFFICE/ DIVISION/ SECTION	POSITION	ROLE
1	Mercy R. Villanueva	F	SDO	EPS I-Kindergarten	Program Proponent/Learning Manager/Learning Facilitator
2	*Kriselle B. Adame	F	Rosario East CS	Teacher III	Registration/Certificate
3	*Mark Angelo R. Magtibay	M	Mavalor Integrated School	Principal I	
4	Erron De Torres	M	SDO Batangas	Admin Aide VI	
5	*Estrella Nuñez	F	Lapo-lapo ES	Principal I	QAME
6	Marites Q. Balba	F	SDO Sto. Tomas City	EPSvr	Learning Facilitator
7	Rosanna Bagon	F	SDO Batangas City	EPSvr	
8	Emiteria Villamor	F	Bauan East Sub-office	PSDS	
9	Myrasol D. Beltran	F	Jacobo Zobel Elementary School/Calatagan Sub-office	MT II	Documenters
10	Russel L. Perez	M	Anacleto Villanueva Elementary School/ Padre Garcia Sub-Office	Principal II	
11	Carina R. Dimaunahan	F	CENTEX Batangas	Teacher III	



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12	Melanie C. Maranan ICT/Program Facilitator	F	CENTEX Batangas	Teacher III	ICT
13	Mylene F. Manongsong	F	CENTEX Batangas	Teacher III	
14-15	Dianne Flores & Ma. Angelica Molina (December 18, 2025)/	F	SDO Batangas	Nurse II	Medical Officer
	Diana Guteza & Maricar Pagkaliwagan (December 19, 2025)	F	SDO Batangas	Nurse II	

Note: Names marked with an asterisk (*) are participants in the activity.



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TRAINING MATRIX

Time	Activity Day 1	Activity Day 2
7:00 – 8:30	Registration and Opening Preliminaries	MOL
8:30 – 10:00	Validation Tool for the Tracking Our Progress: Kindergarten and Workshop on the Management of Assessment for Kindergarten Key Implementers (Dr. Marites Q. Balba)	Kindergarten Creative Curriculum (Dr. Emitteria Villamor)
10:00 – 10:30	Health Break	
10:30 – 12:00	Highlights of ECD Checklist (Dr. Marites Q. Balba)	Sharing of Best Practices (Melanie M. Castillo)
12:00 – 1:00	Lunch	
1:00 – 5:00	Workshop on the Management of Assessment for Kindergarten Key Implementers (<i>Progress Report Card & Organizing Assessment Templates and Kits</i>) (Dr. Rosanna Bagon)	Presentation of Outputs & Closing Program