



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

22 Disyembre 2025

PANSANGAY NA MEMORANDUM

Blg. 743, s. 2025

**CORRIGENDUM/ADDENDUM SA PANSANGAY NA MEMORANDUM
BLG. 710, S. 2025, PAGSASANAY PARA SA MGA GURO NG JHS AT SHS
NA NAGTUTURO NG FILIPINO NA HINDI MAJOR
NA MAY KAUGNAYAN SA SESP**

PARA SA: Pangalawang Pansangay na mga Tagapamanihala ng mga Paaralan
Hepe-Curriculum Implementation Division (CID)
Hepe-School Governance and Operations Division (SGOD)
Mga Pansangay na Tagamasid
Mga Pampurok na Tagamasid
Mga Punongguro sa Sekondarya

1. Kaugnay ng gawain sa Filipino na pinamagatang: Training for JHS and SHS Non-Major in Line with the Secondary Education Support Program (SESP), Pagsasanay para sa mga Guro ng JHS at SHS na Nagtuturo ng Filipino na Hindi Major na may Kaugnayan sa SESP, ipinababatid sa mga kinauukulan na gaganapin ang nasabing pagsasanay sa BSA Twin Towers, Mandaluyong City sa Pebrero 3-6, 2026.
2. Samantala, isasagawa ang paghahanda sa pagsasanay ng mga kasapi ng Technical Working Group (TWG) sa Day 0, Pebrero 2, 2026.
3. Kalakip ng memorandum na ito ang final na talaan ng mga kalahok, matrix ng pagsasanay at mga kasapi ng TWG.
4. Mananatili ang ibang probisyon na nakasaad sa Pansangay na Memorandum Blg. 710, s. 2025.
5. Magsisilbing *travel order* ang memorandum na ito ng lahat ng dadalo sa pagsasanay.
6. Inaasahan ang malawakang pagpapalaganap ng memorandum na ito.


MARITES A. IBANEZ, CESO V

Pansangay na Tagapamanihala ng mga Paaralan



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Enc. As stated

Reference: D.O. No.020, s. 2020

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

Issuances-Division Memorandum

ELV/CORRIGENDUM/ADDENDUM SA PANSANGAY NA MEMORANDUM BLG. 710, S. 2025, PAGSASANAY PARA SA MGA GURO NG JHS AT SHS NA NAGTUTURO NG FILIPINO NA HINDI MAJOR NA MAY KAUGNAYAN SA SESP/R2-147936/12/22/2025



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Kalakip 1: Talaan ng mga Kalahok

**TRAINING FOR JHS and SHS FILIPINO NON-MAJOR IN LINE WITH THE
SECONDARY EDUCATION SUPPORT PROGRAM (SESP) – PAGSASANAY
PARA SA MGA GURO NG JHS AT SHS NA NAGTUTURO NG FILIPINO
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BSA Twin Towers, Mandaluyong City
Pebrero 3-6, 2026**

TALAAN NG MGA KALAHOK

Blg.	Pangalan	Kasarian	Posisyon	Paaralan	Sub-Office
1	Ailen Rosales	Babae	Guro II	San Pascual NHS	San Pascual
2	Analou M. Mirano	Babae	Guro I	Sta. Monica NHS	San Luis
3	Anarose M. Quinto	Babae	Guro III	Maximo T. Hernandez MIHS	Ibaan
4	April Joy B. Acueza	Babae	Guro III	Dr. Crisogono B. Ermita Sr. MNHS	Nasugbu West
5	Julieta B. Del Mundo	Babae	Guro II	Alitagtag National High Schol	Alitagtag
6	Arlene Ritual	Babae	Guro III	Maximo T.Hernandez MIHS	Ibaan
7	Arnalyn B. De Claro	Babae	Guro II	San Luis Senior HS	San Luis
8	Belinda P. Delas Alas	Babae	Guro II	Dr. Crisogono B. Ermita Sr. MNHS	Nasugbu West
9	Carla M.Palad	Babae	Guro III	Dr. Juan A. Pastor Intrgrated NHS	Ibaan
10	Carol C. Arriola	Babae	Guro I	Coral na Munti NHS	Agoncillo
11	Caryl Ann C. Cusi	Babae	Guro I	San Pascual NHS	San Pascual
12	Chrisanta D. Diones	Babae	Guro I	Basilio S. Marasigan MNHS	Lobo
13	Christie B. Macuha	Babae	Guro II	Taal National High School	Taal
14	Daisy A. Cay	Babae	Guro III	Palakpak Integrated NHS	Rosario East
15	Donna May I. De Guzman	Babae	Guro II	Balayan National High School	Balayan East
16	Donna May M. Matalog	Babae	Guro I	Payapa National High School	Lemery
17	Esperanza B Guianez	Babae	Guro III	Lian National High School	Lian
18	Estelita A. Alvar	Babae	Guro I	Batangas Province HS for CA	San Pascual
19	Ethel R. Dimaculangan	Babae	Guro I	Laiya Integrated NHS	San Juan East
20	Richelle N Maligaya	Babae	Guro III	Wenceslao Trinidad MNHS	Laurel



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TALAAN NG MGA KALAHOK

Blg.	Pangalan	Kasarian	Posisyon	Paaralan	Sub-Office
21	Gregoria A. Aclan	Babae	Guro III	Alitagtag National High School	Alitagtag
22	Jairon C. Chavez	Lalaki	Guro I	Balas Buco Sta. Maria NHS	Talisay
23	Jay-Ann Z. Gonzales	Babae	Guro I	Lucsuhin National High School	Calatagan
24	Jean Camille R. Villorente	Babae	Dalubguro I	Balayan National High School	Balayan East
25	Jenny Lyn A. Balmes	Babae	Guro I	Basilio S. Marasigan MNHS	Lobo
26	Joana A. Manlangit	Babae	Guro I	Mabalor-Catandala IS	Ibaan
27	Joanne L. Landicho	Babae	Guro II	Taysan Senior High School	Taysan
28	John Carlo Araneta Bobadilla	Lalaki	Guro I	Talisay Senior High School	Talisay
29	Rossini P. Joyag	Babae	Guro III	Dr. Bonifacio A. Masilungan	San Jose
30	Karen Joyce L. Martinez	Babae	Guro I	Calatagan National High School	Calatagan
31	Karen S. Allado	Babae	Guro III	Maria Paz Fronda NHS	Tuy
32	Kennice Angelo D. Garcia	Babae	Guro I	Payapa National High School	Lemery
33	Lea M. Gutierrez	Babae	Dalubguro I	Taal National High School	Taal
34	Lenmar M Salvid	Babae	Guro III	Dr. Crisogono B. Ermita Sr. MNHS	Nasugbu West
35	Lileth P. Hernandez	Babae	Guro II	Gov. FelicianonLeviste MNHS	Lemery
36	Lorelee Maramot	Babae	Guro I	Bauan Technical Integrated HS	Bauan West
37	Maica M. Enriquez	Babae	Guro I	Payapa National High School	Lemery
38	Maribel Ellazar	Babae	Guro II	Batangas Province HS for CA	San Pascual
39	Mariella P. Dimailig	Babae	Guro III	Balayan National High School	Balayan East
40	Marnie U. Cornejo	Babae	Guro II	Bigain Integrated School	San Jose



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TALAAN NG MGA KALAHOK

Blg.	Pangalan	Kasarian	Posisyon	Paaralan	Sub-Office
41	Merycris Ann C. Marquine	Babae	Guro II	Taal National High School	Taal
42	Myrene M. De Gala	Babae	Guro I	Balete National High School	Balete
43	Nicolai B. Ruedas	Lalaki	Guro III	Banoyo Integrated NHS	San Luis
44	Rodolfo I. Mayo Jr.	Lalaki	Guro I	San Isidro National High School	Taysan
45	Romina Flores	Babae	Guro III	Wenceslao Trinidad MNHS	Laurel
46	Rosalino M. Cortiguerra	Lalaki	Guro I	Payapa National High School	Lemery



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Kalakip 2: Matrix ng Pagsasanay

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MATRIX NG PAGSASANAY

Pebrero 3, 2026

Oras	Sesyon	Tagapagsalita/ Tagapamahala	Kagamitan
7:00-8:30 AM	Pagdating/Pagpapatala	PMT/Secretariat	Registration Forms
8:31 – 9:15 (Inclusive of Break)	Pambungad na Palatuntunan Pambansang Awit Pambungad na Panalangin Himno ng CALABARZON DepEd Quality Policy Statement Presentasyon ng mga Kalahok <i>Leveling of Expectations</i> Paglalahad ng Matrix ng Pagsasanay at Iba pang mga Protokol Presentasyon ng Programa	PMT at mga Kalahok Tagapamahala ng Pagsasanay	AVP Slide Decks
9:16-9:45	Panimulang Pagsusulit	PMT	Link ng Pagsusulit
9:46-10:00	BREAK		
10:01-10:30	<i>Levelling of Expectation</i>	Julyve D. Untalan P-II, Calubcob 1.0 NHS	Slide Decks
10:31-12:00	Sesyon 1: <i>Ang Filipino Guro ng Junior at Senior High School</i>	Loreta V. Ila EPSVR-I, Filipino SDO Batangas	Session Guide Slide Decks
12:01-1:00	TANGHALIAN		
1:01 – 2:00	Sesyon 2: <i>Ang Kaligiran ng MATATAG Kurikulum (Junior High School)</i>	Loreta V. Ila EPSVR-I, Filipino SDO Batangas	Session Guide Slide Decks
2:01-3:30	Sesyon 3: <i>Ang mga Tekstong Impormatibo at Akademik (SHS Pananaliksik- Lokalisasyon)</i>	Maria Dolores R. Castillo HT-III, Bauan Technical HS	Session Guide Slide Decks
3:31 – 3:45	BREAK		
3:46-5:15	Sesyon 4: <i>Mga Tekstong Biswal at Multimodal</i>	Lawrence B. Aytona P-I, Tipas INHS	Session Guides Slide Decks
5:16 – 5:30	Mga Mahahalagang Paalaala Pampinid na Panalangin	PMT	Slide Decks
5:30-6:00	Unang Araw na Ebalwasyon	QAME	Evaluation Link



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MATRIX NG PAGSASANAY

Pebrero 4, 2026

Oras	Sesyon	Tagapagsalita/ Tagapamahala	Kagamitan
7:45-8:00 AM	Pamamahala ng Pagkatuto	Pangkat 1	AVP
8:01-9:30	Sesyon 5: Filipino sa Piling Larang (SHS): Batay nga ba sa Track?	Ernesto S. Manalo Jr. MT-I, Taal SHS	Session Guides Slide Decks
9:31-9:45	BREAK		
9:46 – 12:00	Sesyon 6: Batayang Kaalaman sa Ortograpiyang Pambansa	Lawrence B. Aytona P-I, Tipas INHS	Session Guides Slide Decks
12:01-1:00	TANGHALIAN		
1:01 – 2:30	Sesyon 7: Masinop na Pagsulat: Estruktura at Paglinang sa Kaalamang Pangwika	Maria Dolores R. Castillo HT-III, Bauan Technical IHS	Session Guides Slide Decks
2:31 – 3:30	Sesyon 8: Pagsulat ng Korespondensiya Opisyal	Loreta V. Ilao EPSVR-I, Filipino SDO Batangas	Session Guides Slide Decks
3:31-3:45	BREAK		
3:46 – 5:15	Sesyon 9: Pagtuturo sa Paglinang ng Makrong Kasanayan (Pakikinig at Pagsasalita)	Julyve D. Untalan P-II, Calubcob 1.0 NHS	Session Guides Slide Decks
4:46-5:15	Mga Mahahalagang Paalaala Pampinid na Panalangin	Pangkat 2	AVP
5:16-6:00	Ikalawang Araw na Ebalwasyon	QAME	Evaluation Link



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MATRIX NG PAGSASANAY

Pebrero 5, 2026

Oras	Sesyon	Tagapagsalita/ Tagapamahala	Kagamitan
7:45-8:00 AM	Pamamahala ng Pagkatuto	Pangkat 3	AVP
8:01-10:00	Sesyon 10: Pagtuturo sa Paglinang ng Makrong Kasanayan (Pagbasa at Pagsulat)	Lawrence B. Aytona P-I, Tipas INHS	Session Guides Slide Decks
10:01-10:15	BREAK		
10:16 – 12:00	Sesyon 11: Pagtuturo sa Paglinang ng Makrong Kasanayan (Panonood)	Ernesto S. Manalo Jr. MT-I, Taal SHS	Session Guides Slide Decks
12:00-1:00	TANGHALIAN		
1:01 – 3:00	Sesyon 12: Pedagohiyang Pampanitikan: Pagtuturo ng Panitikan (tula at tuluyan)	Maria Dolores R. Castillo HT-III, Bauan Technical IHS	Session Guides Slide Decks
3:00-3:15	BREAK		
3:16 – 5:15	Sesyon 13: Pedagohiyang Pampanitikan: Pagtuturo ng Obra Maestra	Ernesto S. Manalo Jr. MT-I, Taal SHS	Session Guides Slide Decks
5:16-5:30	Mga Mahahalagang Paalaala Pampinid na Panalangin	Pangkat 4	AVP
5:30-6:00	Ikatlong Araw na Ebalwasyon	QAME	Evaluation Link



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MATRIX NG PAGSASANAY

Pebrero 6, 2026

Oras	Sesyon	Tagapagsalita/ Tagapamahala	Kagamitan
7:45-8:00 AM	Pamamahala ng Pagkatuto	Pangkat 5	AVP
8:01-10:00	Sesyon 14: <i>Sining ng Pagtatanong: Estratehiya at Pamamaraan</i>	Julyve D. Untalan P-II, Calubcob 1.0 NHS	<i>Session Guides Slide Decks</i>
10:01-10:15	BREAK		
10:15-12:00	Sesyon 15: <i>Pagtatasa at Pagtataya sa Filipino</i>	Lawrence B. Aytona P-I, Tipas INHS	<i>Session Guides Slide Decks</i>
12:01-1:00	TANGHALIAN		
1:01-1:30	Workplace Application Plan	Loreta V. Ilao EPSVR-I, Filipino SDO Batangas	<i>Session Guides Slide Decks</i>
1:31-2:00	<i>Wrap Up, Synthesis, Clearing House</i>	Learning Manager	Slide Decks
2:01-2:30	Panapos na Pagsusulit	PMT	Link ng Pagsusulit
2:31-3:00	Ikaapat na Araw na Ebalwasyon	QAME	<i>Evaluation Link</i>
3:01-3:30	BREAK		
3:31 – 4:30	Mga Dapat Tandaan Pangwakas na Palatuntunan	Pangkat 1	AVP

Inihanda ni:

LORETA V. ILAO
Pansangay na Tagamasid



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Mga Kasapi ng TWG

Blg.	Pangalan	Kasarian	Posisyon	Seksyon/ Unit/ Paaralan	Tanggapan/ Sub-Office
Pebrero 5, 2026					
1	Marilag Calapati	F	Nurse II	SGOD	Batangas
2	Benita Ramos	F	Nurse II	SGOD	Batangas
Pebrero 6, 2026					
1	Teena Rose Cantre	F	Nurse II	SGOD	Batangas
2	Kaycee Ilagan	F	Nurse II	SGOD	Batangas



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Kalakip 3: Talaan ng mga Kasapi ng TWG

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Mga Kasapi ng TWG

Pebrero 2-6, 2026

Blg.	Pangalan	Kasarian	Posisyon	Seksyon/ Unit/ Paaralan	Tanggapan/ Sub-Office
1	Loreta V. Ilao	F	EPSVR-I, Filipino/ Proponent/Learning Manager/Resource Speaker	CID	SDO Batangas
2	Julyve D. Untalan	F	Resource Speaker	Calubcob I.O NHS	San Juan East
3	Ernesto S. Manalo Jr.	M	Resource Speaker	Taal SHS	Taal
4	Lawrence B. Aytona	F	Resource Speaker	Tipas INHS	San Juan East
5	Maria Dolores R. Castillo	F	Resource Speaker	Bauan Technical INHS	Bauan West
6	Grace M. Luna	F	CM/Logistics	Taysan San Jose INHS	San Jose

Pebrero 3-6, 2026

1	David M. Nuay	M	CID Chief, Program Owner	CID	SDO Batangas
2	Evelyn De Sagun	F	Monitoring Official	SGOD	SDO Batangas
3	Jocelyn Umali	F	Process Observer/Program Facilitator	Gov. Feliciano Leviste MNHS	Lemery
4	Perlita L. Magno	F	Process Observer/Logistics	Lian NHS	Lian
5	Lyka Malabanan	M	Documentation/ Logistics	San Juan SHS	San Juan East
6	Ericka Suzanne Caraan	F	QAME/ Technical Staff	Venancio Trinidad Sr. MS	Talisay

Medical Staff

Pebrero 3, 2026

1	Maria Regina Cabantog	F	Nurse II	SGOD	Batangas
2	Charlotte Caunsad	F	Nurse II	SGOD	Batangas

Pebrero 4, 2026

1	Ralph Cabello	M	Nurse II	SGOD	Batangas
2	Miller Masangcay	M	Nurse II	SGOD	Batangas



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Terms of Reference

Program Manager	❖ Ensure and monitor the implementation of the training ❖ Conducts debriefing with the PMT resource persons/learning facilitators ❖ Prepares and communicates to participants' immediate heads regarding program completion and the importance of implementing Workplace Application Projects.
Program Proponents/ Learning Managers	❖ Ensure the smooth flow of the activity ❖ Lead the team on the implementation of daily activities ❖ Attend debriefing sessions ❖ Check the completeness of participants' outputs
Monitoring Official	❖ Monitors the implementation of the training ❖ Attends debriefing sessions
Resource Speakers/ Facilitators	❖ Attend planning and coordination meetings with the Division PMT ❖ Deliver and facilitate the assigned session/s on the scheduled day/s and time; ❖ Attend the debriefing sessions on the day before and during the day of the delivery of the assigned session/s; ❖ Responsible for the learning of the participants ❖ Inform the class managers of the activities and materials needed in the session ❖ Observe time management ❖ Assist the Division PMT in checking the participants' outputs
Class Managers	❖ Ensure the attendance of the participants in the assigned class ❖ Assist the resource speakers/facilitators during the session, including the distribution of materials ❖ Monitor strictly the time indicated on the matrix and serve as the timekeeper



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	❖ Serve as class adviser and monitor the whereabouts of the participants ❖ Prepare completion report
Class Managers	❖ Coordinate with other class managers and the training management team for the closing program
Process Observers	❖ Conduct observation ❖ Accomplish Process Observation Form ❖ Prepare a report ❖ Provide a report during the debriefing
Documenters	❖ Keep proper documentation of the daily activities with the narrative report and pictorials
QAME	❖ Implements the Monitoring and Evaluation Plan in collaboration with the PMT; ❖ Applies process observation and prescribed tools to monitor and evaluate program delivery; ❖ Administers and analyzes the results of the Level 1 evaluation, which is to be presented during the debriefing; ❖ Assists the Program Manager/Program Proponents in administering and analyzing the results of the Level 2 evaluation; and ❖ Prepares Post-Program Delivery M&E Report and submits to the PMT for inclusion in the Program Implementation Report.
Logistics/TWG	❖ Organize the safe and efficient distribution of supplies/materials ❖ Liaising with and managing staff ❖ Plans for and negotiates technical difficulties ❖ Ensure health and safety standards are met ❖ Prepare paperwork like certificates, attendance sheets, etc.
Medical Staff	❖ Attend to the medical needs of the participants ❖ Keep records on critical incidents about health concerns ❖ Ensure that the participants can attend the sessions