



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION

SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

DEC 02 2024

MEMORANDUM

**LEARNING ENGAGEMENT WORKSHOP OF SDO AND SCHOOL HR CHAMPIONS ON
PROFESSIONAL DEVELOPMENT PROGRAMS**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
All Secondary and Elementary School Heads/OICs
All Others Concerned

1. In alignment with the Department of Education's commitment to the professional development of teachers as guided by the Philippine Professional Standards for Teachers (PPST), and in support of the DepEd National Capital Region's Priority 4 – Capacitating Teachers and School Leaders, as well as the recognition granted by the Professional Regulation Commission (PRC) as an Accredited CPD Provider, this Division initiates the Learning Engagement Workshop for SDO and School HR Champions on Professional Development Programs on December 10-11, 2024, at a venue that will be announced later.
2. Participants are directed to register through the link: <https://tinyurl.com/2024-SDOMunti-PD-Program> on or before December 9, 2024. Likewise, they are requested to bring the following for the workshop: laptop, extension wire, and a copy of DM 44, s. 2023.
3. Attached are the enclosures containing the activity matrix and the list of participants for your reference.
4. The participants' travel expenses shall be charged to local funds subject to the usual budgeting and accounting rules and regulations.
5. Immediate and wide dissemination of this Memorandum are desired.


VIOLETA M. GONZALES

Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

EVALUATION

TRAINING

TEACHERS

IMR/ Learning Engagement_PD Programs

483 November 29, 2024

UN-2024-483



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
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Enclosure 1: Matrix of Activities

Day 1: December 10, 2024

Time	Particulars	Person-In-Charge
7:30-8:30 AM	Arrival ang Registration	Program Management Team
8:30-9:00 AM	Opening Program	Program Management Team
9:00-10:00 AM	PRC Accreditation Process	Mr. Arren V. Aduan Education Program Supervisor, HRDD
10:00-11:00 AM	PD Priorities	Ms. Leah Vecencio Senior Education Program Specialist, HRDD
11:00-12:00 NN	NEAP Core Programs	Mr. Arren V. Aduan Education Program Supervisor, HRDD
12:00-1:00 PM	Lunch	
1:00-3:00 PM	Introduction to PD Planning and Workshop	Dr. Marissa M. Andanza Education Program Supervisor
3:00-4:30 PM	Planning and Designing School-based INSET	Ms. Ivy M. Romano Senior Education Program Specialist
4:30-5:30 PM	Process of Utilization	Dr. Marissa M. Andanza Education Program Supervisor

Day 2: December 11, 2024

Time	Particulars	Person-In-Charge
7:30-8:30 AM	Management of Learning	Program Management Team
8:30-10:00 AM	M&E Planning	Dr. John Albert B. Colle Education Program Supervisor
10:00-11:00 AM	Process (NEAP Tool)	Mr. Andrei F. Sicam Jr. Education Program Specialist II
11:00-12:00 NN	Workshop Proper	Ms. Ivy M. Romano Senior Education Program Specialist
12:00-1:00 PM	Lunch	
1:00-2:00 PM	Workshop Proper	Ms. Ivy M. Romano Senior Education Program



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3:00-4:30 PM	Review and evaluation of proposed PD and School-based Plans	Specialist Dr. John Albert B. Colle Education Program Supervisor
4:30-5:00 PM	Closing Program	Program Management Team

Enclosure 2: List of Official Participants

Division Official & Personnel	School Heads	INSET/L&D Coordinators
Dr. Violeta M. Gonzales	Dr. Eric Fungo	
Ms. Ma. Regaele A. Olarte	Dr. Jay Boy E. Evano	Emelda A. Ozaraga
Ms. Noemi Valdez	Dr. Rosendo E. Sangalang	
Ms. Ivy M. Romano	Mrs. Vilma S. Vioria	Chona C. Bundoc
Mr. Andres F. Sicam Jr.	Mrs. Jinky D Santos	
Dr. Marissa Andanza	Dr. Florante C. Marmeto	
Dr. John Albert Colle	Dr. Gina U. Urquia	
Dr. Ma. Carmen Solayao	Dr. Antonio B. Rocha	
Dr. Armida Oblinada	Mrs. Eden B. Binaday	
Mr. Lambert Quezada	Dr. Ador B. Querubin	
Dr. Liliosa Palce	Dr. Ma Aurora S. Bartolaba	Jayson S. Manikan
Ms. Mariel Eugene Luna	Mr. Felipe W. Marapao Jr.	Jessie T. Castelo
Dr. Leonaida Guttierrez	Dr. Buena C. Dela Cruz	Annie D. Pesito
Mr. Edison Enerlas	Dr. Jane May C. Valbuena	
Dr. Myra Namit	Mrs. Marie Ann R. Esmeria	Mayvell Navarro-Cordova
Dr. Gerry Maligaya	Dr. Ma. Theresa C. Dela Rosa	
Dr. Maria Theresa Dela Rosa	Mr. Edizer S. Laqueo	
Ms. Clarisa Avila	Mrs. Maria Hazel B. Hernandez	
Ms. Ada Trinidad Tagle	Ms. Alma O. Bituin	
Dr. Zoren Pepito Gubalane	Mrs. Rhodora V. Mandap	
Mr. Paul Dela Vega	Dr. Shella C. Navarro	
Ms. Phoebe Arroyo	Dr. Raul T. Felix	
Ms. Chelo Rongavilla	Mr. Hilario G. Canasa	Catherine M. Vasol
	Dr. Antonio C. Gagala	Ester A. Dungca
	Dr. Jennifer S. Josen	
	Dr. Jaime G. Baustista	
	Mrs. Olivia G. Elloso	Melissa D. Columna
	Mr. Reynaldo O. Comisario	Jecelyn S. Salmon