



Republic of the Philippines  
**Department of Education**

NATIONAL CAPITAL REGION  
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division  
Superintendent

**MEMORANDUM**

NO. 500, s. 2025

**ORIENTATION ON ARAL TUTOR TEACHING LOAD SIMULATOR  
AND MONITORING TOOL FOR SY 2025 - 2026**

To: OIC- Assistant Schools Division Superintendent  
Chief Education Supervisor, Curriculum Implementation Division  
OIC-Chief Education Supervisor, School Governance Operations Division  
Elementary and Secondary Public School Heads/OICs  
ARAL Reading Focal Persons  
ICT Coordinators  
All Others Concerned

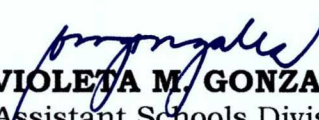
1. In support of the implementation of the **Academic Recovery and Accessible Learning (ARAL) Program for School Year 2025 – 2026**, this Office announces the conduct of an orientation training on the above-mentioned activity on October 6, 2025, 1:00PM to 5:00PM at Itaas Elementary School.
2. This orientation aims to capacitate the school level ARAL implementers on the said tool which is designed to assist them in managing tutor-related data, including teaching load assignments, schedules, and training status.
3. Participants in this orientation are the School Heads, School ARAL Focal Person and the School ICT Coordinator.
4. The Simulator Tool and its accompanying user guide can be accessed at [bit.ly/ARALSimulator2025](http://bit.ly/ARALSimulator2025).
5. Attached are the following enclosures:
  - a. *Enclosure 1: Matrix of the Orientation*
  - b. *Enclosure 2: Technical Working Group*



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6. Meal expense shall be charged against the SUBARO Number NCR-25-08-1256.
7. Immediate and wide dissemination and strict compliance of this Memorandum is desired.

  
**VIOLETA M. GONZALES CESO VI**  
Assistant Schools Division Superintendent  
Officer-in-Charge  
Office of the Schools Division Superintendent

Enclosure: As stated

Reference: Memorandum 450 s. 2025

To be indicated in the Perpetual Index

Under: LITERACY

MCDS-JABC Orientation on ARAL TUTOR TEACHING LOAD SIMULATOR and MONITORING TOOL for SY 2025 - 2026

500 /October 1, 2025

NUM-2025-500



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**Enclosure 1: Matrix of the Orientation**

**TRAINING MATRIX ON ARAL TUTOR TEACHING LOAD SIMULATOR  
AND MONITORING TOOL FOR SY 2025 – 2026**

<b>DATE / TIME</b>	<b>ACTIVITY / TOPIC</b>	<b>IN-CHARGE</b>
<b>OCTOBER 6, 2025</b>		
9:00-11:30 AM	<b>Pre-work on ARAL DATA</b> <ul style="list-style-type: none"><li>• <b>Teacher's Schedule</b></li><li>• <b>Actual Number of ARAL Learners</b></li><li>• <b>Inventory of ARAL Materials</b></li></ul>	<b>PMT and School ARAL Focal</b>
11:30-12:00 NN	<b>Registration</b>	<b>PMT</b>
12:00-1:00 PM	<b>LUNCH</b>	
1:00 – 1:30 PM	<b>OPENING PROGRAM</b>	<b>PMT</b>
	<ul style="list-style-type: none"><li>• National Anthem</li><li>• Prayer</li><li>• Muntinlupa March</li><li>• Bagong Pilipinas Hymn</li><li>• DepEd Quality Policy</li><li>• Welcome Remarks</li><li>• Message</li></ul>	
1:30 – 3:00 PM	ARAL Tutor Teaching Load Simulator and Monitoring Tool	<b>MAY L. BORJAL</b> SDO Information Technical Officer
3:00 – 3:15 PM	<b>HEALTH BREAK</b>	
3:15 – 4:30 PM	ARAL Tutor Teaching Load Simulator and Monitoring Tool	<b>MAY L. BORJAL</b> SDO Information Technical Officer
4:30 – 5:00 PM	<b>End of Day Evaluation and Closing Program</b>	<b>PMT</b>
	<ul style="list-style-type: none"><li>• Nationalistic Song</li><li>• Closing Remarks</li><li>• SDO Hymn</li></ul>	



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**Enclosure 2: Technical Working Group**

<b>NAME</b>	<b>OFFICE/SCHOOL</b>	<b>DESIGNATION</b>
Dr. Ma. Carmen D. Solayao	SDO-CID	EPS – English
Dr. John Albert B. Colle	SDO-CID	EPS – Filipino
Ms. Emalyn M. Ballonado	SDO-CID	OIC-Math
Dr. Armida S. Oblinada	SDO-CID	EPS-Science
Dr. Gina U. Urquia	SDO-CID	EPS-LR
John Eric P. Musni	MES	Master Teacher I
Airene V. Raymundo	AES	Master Teacher I