



Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

MEMORANDUM

ALPABASA TRAINING FOR SELECTED KINDERGARTEN TEACHERS

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

1. In line with the Division's thrust to enhance learners' proficiency and readiness, and aligned with the NCR Top 2 Priority: Improving Foundational Skills of Learners, the Division, in partnership with Read to Achieve Foundation, Inc. and PTC-CSJ Foundation, will conduct a three-day comprehensive ALPABASA Training Workshop at Alternative Learning System (ALS) Center Conference Room, Bayanan, Muntinlupa City on February 21, 28 and March 7, 2026, 8:00 a.m. – 5:00 p.m.
2. This training aims to develop various strategies for kindergarten literacy, including letter recognition, understanding letter-sound correspondence, recognizing rhyming words, and developing phonological awareness, building vocabulary, and understanding print concepts.
3. Attached are the official list of participants and the training matrix for reference.
4. Participants' attendance is strictly monitored during the duration of the 3-day training. Likewise, service credits shall be granted pursuant to DepEd Order No. 53, s. 2023, titled "Updated Guidelines on the Grant of Vacation Service Credit to Teachers," CSC -DBM Joint Circular No. 2. S 2024, on Non-Monetary Remuneration for Overtime Service.
5. Expenses relative to the conduct of this training, including meals and transportation of the participants and members of the Program Management Team, shall be charged against school MOOE/Local Funds, subject to the existing accounting and auditing rules and regulations.
6. Immediate and wide dissemination of this Memorandum is desired.

Violeta M. Gonzales
VIOLETA M. GONZALES CESO VI

Assistant Schools Division Superintendent
Officer-in-Charge

Office of the Schools Division Superintendent

Encl: As Stated

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

KINDERGARTEN CURRICULUM TRAINING
MMA/ ALPABASA TRAINING FOR SELECTED KINDERGARTEN TEACHERS

_____/ January 19, 2025



Republic of the Philippines
Department of Education
National Capital Region
Schools Division Office – Muntinlupa City

LIST OF PARTICIPANTS

ALPABASA TRAINING FOR SELECT KINDERGARTEN TEACHERS
ALS CENTER CONFERENCE ROOM, BAYANAN, MUNTINLUPA CITY

DATE: FEBRUARY 21, 28 AND MARCH 7, 2026

TIME: 8:00 A.M. – 5:00 P.M.

	NAME	POSITION	SCHOOL
1	Dr. Shella C. Navarro	School Principal	Muntinlupa E.S.
2	Dr. Ma. Myra E. Namit	PSDS	Muntinlupa E.S.
3	Myrna Felix	Master Teacher	Muntinlupa E.S.
4	Melissa F. Florendo	Kindergarten Teacher	Muntinlupa E.S.
5	Baby Irish M. Dimapilis	Kindergarten Teacher	Muntinlupa E.S.
6	Athens P. Moreno	Kindergarten Teacher	Muntinlupa E.S.
7	Crizcel V. Manio	Kindergarten Teacher	Muntinlupa E.S.
8	Renelyn Olaman Razon	Kindergarten Teacher	Muntinlupa E.S.
9	Janice K. Francisco	Kindergarten Teacher	Muntinlupa E.S.
10	Rhea E. Baller	Kindergarten Teacher	Muntinlupa E.S.
11	Gemma A. Gonzales	Kindergarten Teacher	Muntinlupa E.S.
12	Rafaela Y. Munda	Kindergarten Teacher	Muntinlupa E.S.
13	Abegail T. Base	Kindergarten Teacher	Muntinlupa E.S.
14	Kaye B. Gamata	Kindergarten Teacher	Muntinlupa E.S.
15	Joyce anne marie A. Abadesa	Kindergarten Teacher	Muntinlupa E.S.
16	Anna Katrina D. Marcos	Kindergarten Teacher	Muntinlupa E.S.
17	Dr. Jhemson C. Elis	PSDS	Sucat Zone 3 and 4 E.S.
18	Mary Jean S. Dalugdug	School Head	Sucat Zone 3 and 4 E.S.
19	Gemini M. Guevarra	Asst. School Head	Sucat Zone 3 and 4 E.S.
20	Aiza R. Abgao	Kindergarten Teacher	Sucat Zone 3 E.S.
21	Anchie S. Abao	Kindergarten Teacher	Sucat Zone 3 E.S.
22	Sony P. Recto	Master Teacher	Sucat Zone 3 E.S.
23	Ernah T. Diaz	Master Teacher	Sucat Zone 4 E.S.
24	Merian T. Padilla	Kindergarten Teacher	Sucat Zone 4 E.S.
25	Wyndel D. Sison	Kindergarten Teacher	Sucat Zone 4 E.S.
26	Dr. Antonio C. Gagala	School Head	Soldiers Hills E.S.
27	Micaela Rochelle Balolot	Master Teacher	Soldiers Hills E.S.
28	Jessica Joie S. Nievera	Kindergarten Teacher	Soldiers Hills E.S.
29	Dina M. Olavario	Kindergarten Teacher	Soldiers Hills E.S.
30	Bonifacio A. Rosemarie	Kindergarten Teacher	Soldiers Hills E.S.



Republic of the Philippines
Department of Education
National Capital Region
Schools Division Office – Muntinlupa City

LIST OF PARTICIPANTS

ALPABASA TRAINING FOR SELECT KINDERGARTEN TEACHERS
ALS CENTER CONFERENCE ROOM, BAYANAN, MUNTINLUPA CITY
DATE: FEBRUARY 21, 28 AND MARCH 7, 2026
TIME: 8:00 A.M. – 5:00 P.M.

	NAME	POSITION	SCHOOL
31	Eillaine Mae T. Zarate	Kindergarten Teacher	Soldiers Hills E.S.
32	Mary Ann G. Grijaldo	Kindergarten Teacher	Soldiers Hills E.S.
33	Ms. Alma O. Bituin	School Head	Cupang E. S. Main
34	Joana P. Supetran	Master Teacher	Cupang E. S. Main
35	Lyka G. Piano	Kindergarten Teacher	Cupang E. S. Main
36	Mary Grace B. Villar	Kindergarten Teacher	Cupang E. S. Main
37	Kathrine Joyce L. Salacup	Kindergarten Teacher	Cupang E. S. Main
38	Kristine A. Dolar	Kindergarten Teacher	Cupang E. S. Main
39	Cristele C. Mayor	Kindergarten Teacher	Cupang E. S. Main
40	Mickey Jean T. Banes	Kindergarten Teacher	Cupang E. S. Main
41	Sonayah B. Panganting	Kindergarten Teacher	Cupang E. S. Main
42	Leah T. Tuitania	Kindergarten Teacher	Cupang E. S. Main
MANAGEMENT/ALPABASA TEAM			
1.	Patricia Gonzalez-Cruz	Executive Director - RAFPI	RAFPI
2	Diana Mariz Catangay	Program Manager - Facilitator	RAFPI
3	Flordeliza Alfonso	Finance- Facilitator	RAFPI
4	Rachel Santos	Facilitator	RAFPI
5	Khryslyn Libunao	Facilitator	RAFPI
MONITORING AND EVALUATION			
1	Chelo DG. Rongavilla	Education Program Specialist II	SDO-Muntinlupa
2	Marissa M. Andanza	Education Program Supervisor	SDO-Muntinlupa



Alpabasa

TEACHER TRAINING

Transforming and Capacity-Building for Kindergarten Teachers
and Enhancing Reading-Ready Classrooms

Every Filipino Child, A Reader



ALPABASA TEACHER TRAINING

DAY 1

TIME	ACTIVITIES/TOPIC - PERSON-IN-CHARGE
7:30-8:00 AM	REGISTRATION - ALPABASA TEAM
8:00-8:30 AM	OPENING PROGRAM - c/o HOST SCHOOL / SDO
8:30 – 9:30AM	1st Session - About the ALPABASA Program
9:30 - 9:45AM	AM BREAK
9:45 –10:30AM	2nd Session: Prerequisite of the Program
10:30 - 12:00NN	3rd Session - Paghahanda
11:45 – 1:00PM	Lunch Break c/o HOST SCHOOL / SDO / PACKED LUNCH
1:00 – 1:15PM	ENERGIZER
1:15 - 2:30PM	3rd Session - Continuation of Paghahanda
1:45 - 4:40 PM	<ul style="list-style-type: none"> PM Break BREAKOUT ACTIVITY
4:30PM	CLOSING - Prayer, Reminders

DAY 2

TIME	ACTIVITIES/TOPIC - PERSON-IN-CHARGE
7:30-8:00 AM	ATTENDANCE- ALPABASA TEAM
8:00-8:30 AM	OPENING AND REVIEW - Speaker
8:30 – 1:15AM	1st Session - Continuation of Program Proper <ul style="list-style-type: none"> AM BREAK
10:20–12:00NN	2nd Session - BREAK OUT ACTIVITY
12NN– 1PM	Lunch Break c/o HOST SCHOOL / SDO / PACKED LUNCH
1:00 – 1:10PM	Energizer
1:15-1:45PM	ALPABASA Stations
1:45 - 230 PM	3rd Session: Reading and Brain
1:45 -2:00 PM	Final reminders for the 3rd day activity
5:00 PM	CLOSING - Prayer, Reminders

DAY 3

TIME	ACTIVITIES/TOPIC - PERSON-IN-CHARGE
7:30-8:00 AM	REGISTRATION - ALPABASA TEAM
8:00 -8:15 AM	OPENING PROGRAM <ul style="list-style-type: none"> Prayer and National Anthem
8:15-12:00 NN	WORKSHOP ACTIVITY 15 mins. - AM BREAK
12:00 - 1:00PM	LUNCH BREAK c/o HOST SCHOOL / SDO / PACKED LUNCH
1:00– 2:30 PM	4th Session: Alpapasa Program Requirements
2:30 – 3:15PM	PM BREAK TRAINING ASSESSMENT
3:15 - 3:30 PM	FINALE: Take-away
3:30 – 5:00PM	CLOSING <ul style="list-style-type: none"> PRESENTATION OF CERTIFICATES Turn-over of Materials Photo ops
5:00 PM	Egress



TEACHER TRAINING



"Informed teachers are our best insurance against reading failure. While programs are very helpful tools, programs don't teach; teachers do."

- Dr. Louisa Moats

BACKGROUND AND RATIONALE

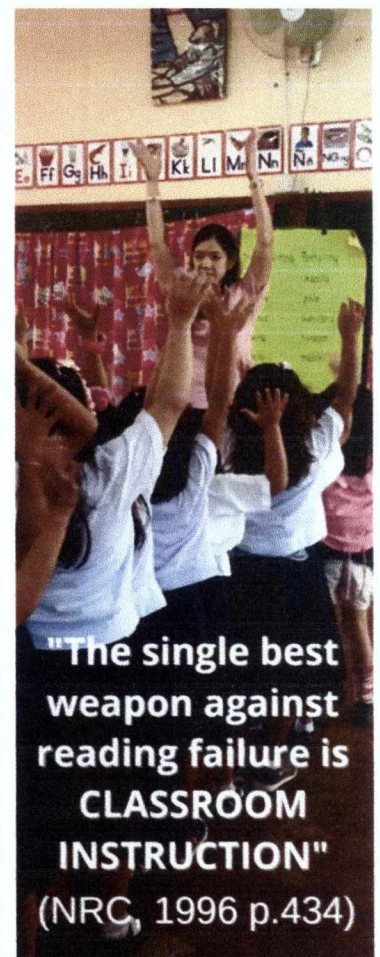
"Every Filipino child a reader." This vision of the Read to Achieve Foundation Philippines Inc. echoes the goals of the Department of Education's **"Bawat Bata Bumabasa"** initiative, which seeks to ensure that all Filipino children develop strong reading skills and experience quality education from an early age.

The **Alpabasa Training Program** is a comprehensive **3-day workshop** designed to equip **Kindergarten teachers** with the knowledge, skills, and tools necessary to implement the ALPABASA reading program effectively. This program focuses on the **Science of Reading**, the **Structured Literacy Approach**, and **practical strategies** that foster early literacy development in Filipino children. By participating in interactive discussions, creating hands-on materials, and engaging in demonstration activities, teachers will gain the confidence to integrate the ALPABASA program seamlessly into their daily classroom routines.

Additionally, this training will empower teachers to maximize the use of the learning materials that our foundation donates to their classrooms. It will also provide them with the skills to create their own instructional materials, ensuring that they have the resources needed to deliver high-quality literacy instruction. Through this new approach, we aim to empower teachers with varied techniques and instructional methods for teaching reading.

As highlighted in the World Bank's East Asia and Pacific Regional report, **"Fixing the Foundation: Teachers and Basic Education in East Asia and Pacific,"** the role of effective teachers is paramount to student success. However, the report also emphasizes that many educational systems face challenges due to ineffective teaching practices.

To overcome these challenges, Filipino teachers need ongoing literacy training, access to ready-made materials, and a structured reading system. **The Alpabasa Training Program addresses these needs by providing up-to-date knowledge, practical resources, and a systematic approach to reading instruction, aiming to improve literacy rates and ensure every Filipino child becomes a reader.**



**"The single best
weapon against
reading failure is
CLASSROOM
INSTRUCTION"**
(NRC, 1996 p.434)

TEACHER TRAINING

"Students succeed when they receive intensive, comprehensive, and high-quality prevention and early intervention instruction by well-informed and supportive teachers."

- NATIONAL READING PANEL 2000



OBJECTIVES

By the end of the training, participants will be able to:

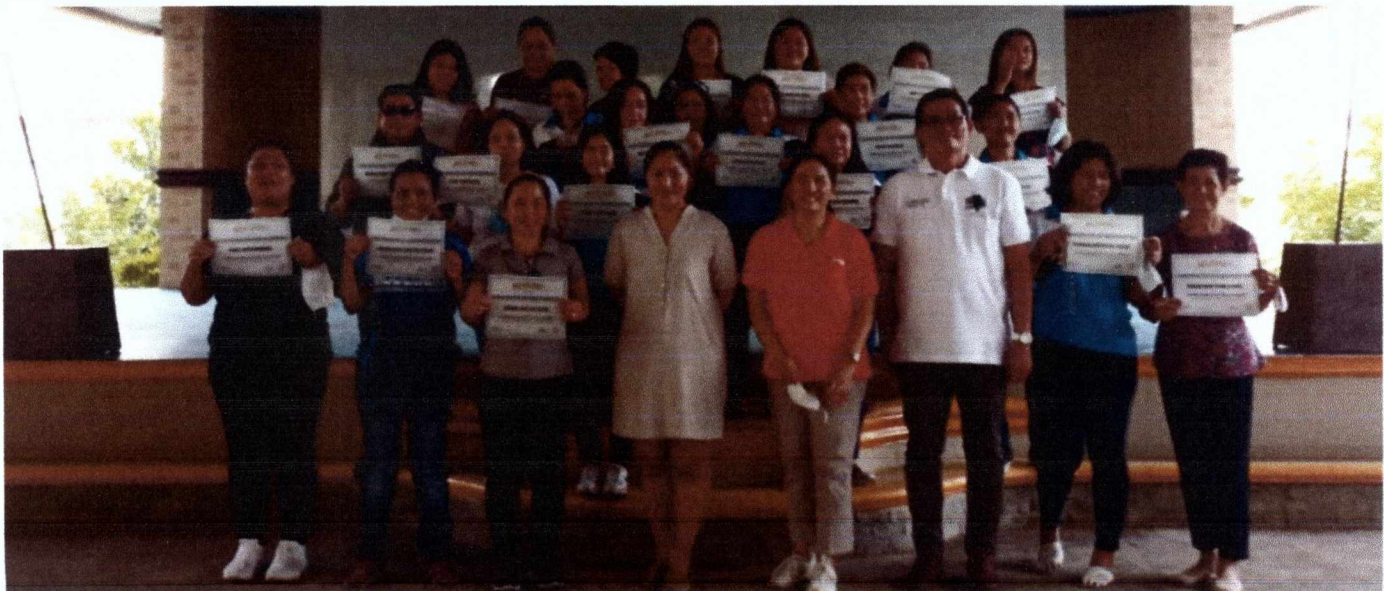
- To understand the nature of reading of children and factors that might affect their learning
- To create learning materials they can use in classroom
- To empower and equip teachers with new strategies in teaching reading in a fun, effective, and engaging way.
- To maximize the Alfabasa reading program for everyday classes in a more sustainable way.
- To promote parent involvement and create opportunities for engagement and continuous student support



TEACHER TRAINING

REMINDERS FOR THE TEACHERS

1. STRICTLY Certificates will only be issued to participants who completed the training. No certificates will be provided to those who did not finish or did not attend the training regardless if they are on the list.
2. Some materials provided during the training are for temporary use during team teaching sessions and activities. Please handle these materials with utmost care, as losing them will affect our future trainings.
3. Each participant will receive one Training Guide and Training Kit for demonstration purposes. We will not reprint or provide additional training guides.
4. Instructions for the Demonstration Activity will be provided during the training.
5. Copyright Notice: The content of the training, including the slides, is copyrighted by ALPABASA publisher and owner, Learning Lion Books Inc. (LLBI). No part of the training may be copied, reproduced, edited, or sold to others without prior official permission from LLBI.
6. We expect full and active participation from all participants to ensure that no critical skills are overlooked.
7. By attending this workshop, teachers may be photographed or videotaped during the training. Photographs and videos will only be used for documentation, reporting and promotional purposes of the Read to Achieve Foundation Philippines Inc. (RAFPI)'s mission. Meanwhile, email addresses and contact numbers will not be shared publicly without participants' consent. The information contained herein will be kept for reference use only.





A. Teaching Sets



FILIPINO ONLINE VIDEO

Monday-Friday Daily Videos of the Main Alpabasa Program (10 months) plus stand-alone videos of the program from Step 1 to Step 8 that the teachers can use for classes.

TEACHER'S CLASSROOM MATERIALS

These are the basic materials that will help in teaching in the classroom settings.

- Kilos at Kanta Set (Phonemic Awareness)
- Kamera Kit (Introducing print)
- Bibong Bokabularyo (Vocabulary and Background Knowledge)
- Letrang Karera (Writing and print letter)
- Pagpapantig (Syllabication and blending)

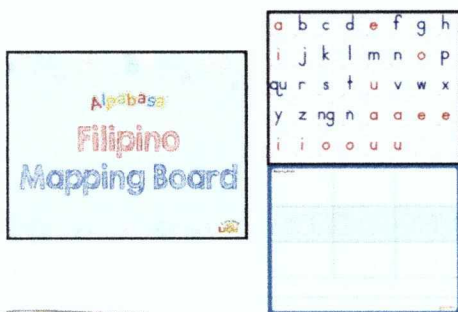


TEACHER'S GUIDE

The **Teacher's Guide** is a complete walkthrough of all the ALPABASA Activities. It will serve as a compass, ensuring that educators are guided systematically through the ALPABASA Program, thereby enhancing the effectiveness of the initiative.



B. Learner's Kits



MAPPING BOARD

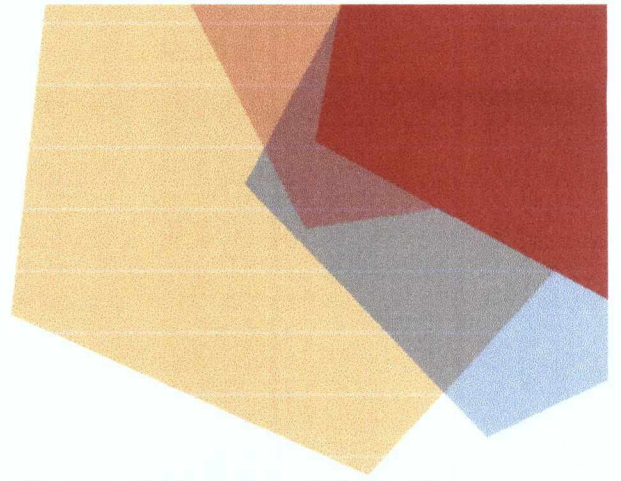
The **ALPABASA Mapping Board** will serve as a practice tool for the students and also a teaching tool for the teachers. The mapping board will be used to **orthographically** map out words store those words into their sight word memory for automatic and effortless retrieval

Reference: Ehri, L.C. (2014). *Orthographic mapping in the acquisition of sight word reading, spelling memory, and vocabulary learning*. *Scientific Studies of Reading*, 18(1), 5–21.

REWITABLE WORKBOOKS

The rewritable workbooks can be use repeatedly with a whiteboard marker and eraser. There are 4 different activities: phonological awareness, blending-segmenting, fluency-building, and reading that the students can practice. Whether guided by a teacher or independently, this interactive approach not only strengthens students' foundational skills in phonological awareness but also fosters their enthusiasm for learning.





ABOUT THE TEAM



Patricia Gonzalez-Cruz - "Teacher Tisha" **Executive Director, Main Speaker**

Teacher Tisha (**Patricia Gonzalez-Cruz**), the Alpabasa Reading Program founder and the current Executive Director of the Read to Achieve Foundation Philippines Inc., had years of experience in teaching as well as producing classroom learning tools and instructions. She had recently undergone trainings in Science of Reading locally and internationally. With this Structured Reading approach, she believes that this can be beneficial in teaching Filipino children learn how to read effectively and efficiently.

Ms. Patricia Gonzalez-Cruz holds a Certified Montessori Teacher qualification from the Center for Montessori Teacher Education in New York. She earned a Master of Arts degree in Early Childhood Education from Teachers College, Columbia University. Furthermore, Ms. Gonzalez-Cruz holds a Bachelor of Arts degree in Psychology from the University of the Philippines, Diliman.

Her passion for teaching started when she was 13 years old. She had her first classroom in her backyard with 12 neighborhood kids. She carried this passion and dream of teaching all the way to graduate school and eventually working in her own classroom, until she started this mission.

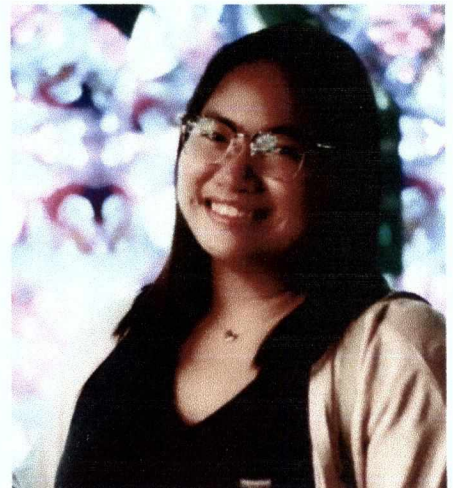
With her wealth of experience, unwavering dedication, and passion for improving literacy, Ms. Patricia Gonzalez-Cruz is a true inspiration and a catalyst for change.

Diana Mariz Catangay

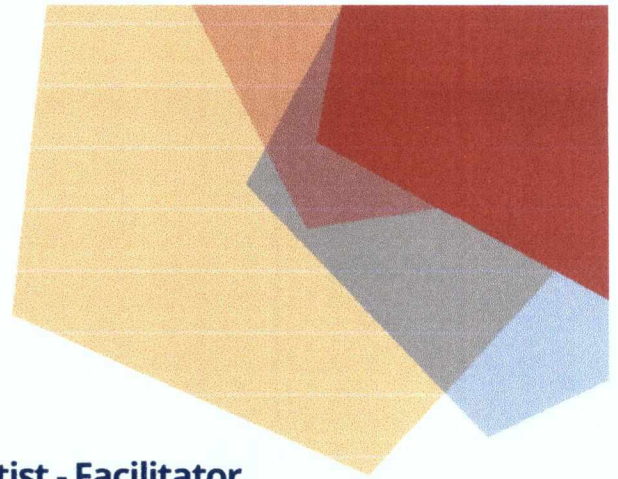
Program Manager, Facilitator

Diana serves as the Program Manager of the Read to Achieve Foundation Philippines Inc. A dedicated and passionate individual who oversees the implementation of the ALPABASA Reading Program, which aims to improve literacy levels among schools and other beneficiaries.

Diana's involvement in the foundation stretches from fundraising efforts and providing full support in executing various initiatives. Her dedication to the cause of promoting literacy is evident in her hands-on approach and her drive to make a lasting impact on the lives of others.



To enhance her expertise in the field of language literacy education, Diana is in continuous pursuit of knowledge in Language and Literacy Education, demonstrating her determination to stay up-to-date with the latest research and best practices in the field. This experience has further equipped her with the necessary skills and knowledge to effectively manage and implement literacy programs.



ABOUT THE TEAM



Rachel Santos

Volunteer, Graphic Artist - Facilitator

A remarkable individual who plays a vital role in the Read to Achieve Foundation Philippines Inc. as a volunteer and Graphic Artist. In addition to her volunteer work, Rachel is also the General Manager of Learning Lion Books Inc., the publishing company behind the Alpabasa Program. Her involvement in both organizations demonstrates her deep commitment to promoting literacy and empowering children in the Philippines.

Rachel's dedication extends beyond her artistic contributions. She selflessly volunteers as a facilitator for the Teacher Training program organized by the Read to Achieve Foundation. By sharing her expertise and knowledge, Rachel helps equip educators with the necessary tools and strategies to effectively implement literacy programs in schools.

One cannot overlook Rachel's profound passion for the Read to Achieve Foundation and its vision of ensuring that every Filipino child becomes a reader. Her enthusiasm is evident in her tireless efforts to support the foundation's initiatives and her unwavering belief in the transformative power of literacy.

Flordeliza Alfonso

Finance - Facilitator

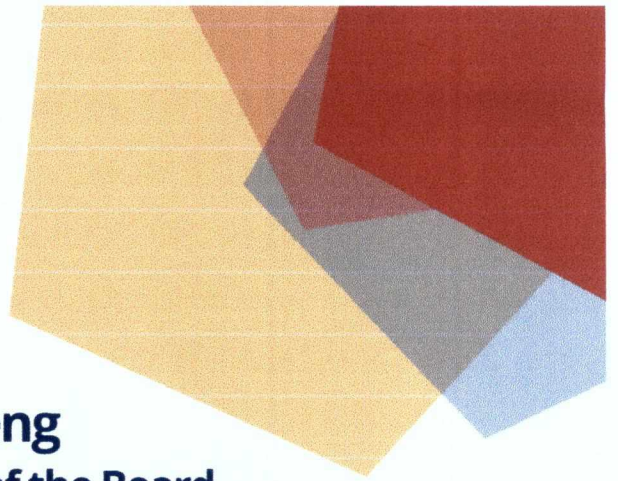
A valuable member of the Read to Achieve Foundation Philippines Inc. Flordeliza or Liza holds the important position of Finance and Admin of the team, where she plays a crucial role in managing the financial aspects and administrative operations of the foundation's training programs.

In addition to her administrative responsibilities, Flordeliza also generously volunteers as a facilitator in the Teacher Training program conducted by the Read to Achieve Foundation. Her dedication to supporting educators in enhancing their teaching methodologies and promoting literacy is truly admirable.



With her keen eye for detail and organizational skills, Flordeliza ensures the smooth functioning of the training team, allowing the foundation to efficiently execute its initiatives. Her role is pivotal in ensuring that resources are allocated effectively, enabling the Read to Achieve Foundation to continue its mission of empowering children through literacy.

Liza's commitment to volunteer work showcases her deep passion for making a positive impact in the lives of others. Through her involvement in the Teacher Training program, she directly contributes to the professional growth of educators, enabling them to better support their students in acquiring essential reading skills.



ABOUT THE TEAM



Annie Lim-Kawpeng Fundraiser, Member of the Board

Ms. Annie Lim-Kawpeng, who holds a significant role as a member of the Board of Trustees of the Read to Achieve Foundation Philippines Inc. Ms. Lim-Kawpeng has been an ardent believer and unwavering supporter of the ALPABASA program since 2015, showcasing her dedication to promoting literacy among Filipino children.

Throughout her involvement with the Read to Achieve Foundation, Ms. Lim-Kawpeng has made remarkable contributions that have positively impacted numerous schools and communities. Her efforts have extended from supporting individual schools to entire divisions, exemplifying her commitment to reaching as many students as possible.

Ms. Lim-Kawpeng's passion for creating meaningful change is further demonstrated through her group called **AK and Friends**, which actively fundraises each year. With an impressive track record, they have consistently raised two million pesos or more annually, providing vital support to numerous schools and educational initiatives.

In 2021 and 2022, Ms. Lim-Kawpeng's efforts expanded to benefit the entire San Fernando City community. She played a crucial role in providing online subscriptions and teacher's sets, equipping educators with the necessary resources to enhance literacy instruction. This exemplifies her commitment to leveraging technology and innovative solutions to promote literacy among students.

In the year 2023, Ms. Lim-Kawpeng has pledged her support to Olongapo City, where she aims to help over 100 teachers in their quest to deliver quality education. Her dedication to empowering educators reflects her deep understanding of the pivotal role they play in shaping the future of Filipino children.

Ms. Annie Lim-Kawpeng's unwavering dedication, steadfast support, and extraordinary contributions to the Read to Achieve Foundation are truly remarkable. Her commitment to providing essential resources and opportunities for students and teachers alike has had a profound and lasting impact on communities throughout the Philippines.

BOARD OF TRUSTEES



Jose Edgardo SJ Cruz
Chairman



Jonathan Derek A. Te
President



Aina Valencia
Treasurer



Veronica Ester Mendoza
Corporate Secretary



Atty. Jesus Jr. M. Disini
Board Member



Yvette Fernandez
Board Member



Anne Marie Lim-Kawpeng
Board Member



John B. Echaz
Board Member



Alpabasa

TEACHER TRAINING
Every Filipino Child, A Reader

FOR INQUIRIES AND CONCERNS, PLEASE CONTACT:

READ TO ACHIEVE FOUNDATION PHILIPPINES INC.
readtoachieveh@gmail.com

Diana Mariz Catangay
diana.alpabasa@gmail.com
0917 889 1474