



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

JUN 23 2026

MEMORANDUM

CAPACITY TRAINING FOR ATHLETICS COACHES

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/OICs
Administrative Officer V
All Others Concerned

1. The Schools Division Office of Muntinlupa, in partnership with the Youth Affairs and Sports Development Office, shall conduct the capacity training for athletics coaches on June 27, 2026, July 11 & 18, 2026, at Muntinlupa Sports Center Dugout and Track and Field from 8:00 am to 5:00 pm.
2. The activity aims to capacitate athletic coaches to design and implement effective, safe, and athlete-centered athletics training programs that enhance the performance and holistic development of student-athletes.
3. Food and other incidental expenses of the participants related to the training shall be charged to the LGU Fund/SDO MOOE/SUB-ARO subject to the usual accounting and auditing rules and regulations.
4. Attached to this memorandum is the list of participants for the said activity.
5. All participants shall be entitled to vacation service credits and/or Compensatory Time-Off (CTO) for their participation during weekends and holidays, in accordance with the provisions of DepEd Order No. 53, s. 2003, otherwise known as the Updated Guidelines on Grant of Vacation Service Credits to Teachers and Compensatory Time-Off (CTO) to DepEd Personnel
5. Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES CESO VI

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

Encl: As stated

Reference:

To be indicated in the Perpetual Index
under the following subjects

/TRAINING	SCHOOL	TEACHERS	ACTIVITY
E C E/ CAPACITY TRAINING FOR ATHLETICS COACHES			

September 22, 2025

252

UN-2026-252



Student Center for Life Skills Bldg., Centennial Ave, Brgy. Tunasan, Muntinlupa City
8805-9935, 8805-9940
sdo.muntinlupa@gmail.com
deped-muntinlupa.com

CD-252



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CAPACITY TRAINING MATRIX FOR ATHLETICS COACHES

Day 1 – June 27, 2026

Time	Activity	PERSON;S INVOLVED
7:00 – 8:00 AM	Registration	
8:00-8:00 AM	Opening Program & Orientation	
9:00 - 9:50 AM	Fundamentals of Coaching Skill <ul style="list-style-type: none"> • Know your sports 	MS. ROSELYN J. HAMERO Resource Speaker
10:00 - 10:45AM	Fundamentals of Coaching Skill <ul style="list-style-type: none"> • Developing Coaching Skills 	
10:45- 11:00 AM	Health Break	
11:00AM-12:00NN	Fundamentals of Coaching Skill <ul style="list-style-type: none"> • Talent Identification 	MS. ROSELYN J. HAMERO Resource Speaker
12:00-1:00 PM	Lunch Break	
1:00-2:00 PM	Fundamentals of Coaching Skill <ul style="list-style-type: none"> • Athletes' Growth and Development 	MS. ROSELYN J. HAMERO Resource Speaker
2:00 – 2:45 PM	Fundamentals of Coaching Skill <ul style="list-style-type: none"> • Planning and Organizing the program 	
2:45- 3:00 PM	Health Break	
3:00 - 4:00pm	Workshop	MS. ROSELYN J. HAMERO Resource Speaker MS. MA. VENDETTA GACULA Facilitator
4:00 - 5:00 PM	Presentation of Outputs	

DAY 2 JULY 11, 2026

Time	Activity	PERSON'S INVOLVED
8:00 - 8:20 AM	MOL	MOL
8:20 - 9:10 AM	Fundamental Athletics <ul style="list-style-type: none"> • Introductions to Running Events / Sprints 	MS. ROSELYN J. HAMERO Resource Speaker MS. MA VENDETTA GACULA Facilitator
9:10-10:00 AM	Fundamental Athletics <ul style="list-style-type: none"> • Crouch Start / Relay / Race Walk 	
10:00-10:15 AM	HEALTH BREAK	

10:15 - 11:05 AM	Fundamental Athletics <ul style="list-style-type: none"> • Hurdles / Middle-Long Distance 	MS. ROSELYN J. HAMERO Resource Speaker MS. MA VENDETTA GACULA Facilitator
11:05 AM-12:00NN	Fundamental Athletics <ul style="list-style-type: none"> • Steeplechase / Introductions to Jumping Event 	
12:00-1:00	Lunch Break	
1:30 -2:30	Fundamental Athletics <ul style="list-style-type: none"> • Long Jump / Triple Jump High Jump 	MS. ROSELYN J. HAMERO Resource Speaker MR. CARIBALD MARISTELA Facilitator
2:30 - 3:30	Fundamental Athletics <ul style="list-style-type: none"> • Pole Vault / Introductions to Throwing Events 	
3:45- 4:20PM	Fundamental Athletics <ul style="list-style-type: none"> • Horizontal Throws 	MS. ROSELYN J. HAMERO Resource Speaker MR. WARREN MACATUBAL Facilitator
4:20-5:00PM	Fundamental Athletics <ul style="list-style-type: none"> • Rotational Throws 	
DAY 3-July 18, 2026		
Time	Activity	Person's Involved
8:00 - 8:20 AM	MOL	
8:20 - 10:00 AM	Practical Coaching	MS. ROSELYN J. HAMERO Resource Speaker MS. MA VENDETTA GACULA Facilitator
10:00-10:15 AM	HEALTH BREAK	
10:15-11:00 AM	Developing Physical Fitness	MS. ROSELYN J. HAMERO Resource Speaker MS. MA VENDETTA GACULA Facilitator
11:00- 12:00 NN	Basic Training Plan (Session Plan)	
12:00 NN-1:00 PM	LUNCH BREAK	
1:00-2:45 PM	Workshop	MS. ROSELYN J. HAMERO Resource Speaker MS. MA VENDETTA GACULA Facilitator
2:45- 3:45 PM	Presentation of Basic Training Plan	
3:45 -4:00 PM	Health Break	
4:00-5:00 PM	Closing Program	



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CAPACITY TRAINING FOR ATHLETICS COACHES
June 27, 2026, July 11 and 18, 2026 8:00 AM-5:00 PM

NO.	NAME	SCHOOL
1	Rachelle P. Pistan	Muntinlupa Business High School - Sucat Annex
2	Ruby Ann S. Diaz	Cupang Elementary School Main
3	John Daryl Elechicon	Sucate Senior High School
4	Marcos S. Villanueva	F. De Mesa Elementary School
5	Jovy Joy T. Perez	Putatan Elementary School
6	Aleen F. Macatubal	Tunasan Elementary School
7	Marrychar C. Malagueño	Sucate Elem. School Sitio Pagkakaisa Annex Zone 4
8	Marissa Inocentes	Muntinlupa National High School
9	Jonnalyn Kibasen	Poblacion Elementary School
10	Genie Anne Calaod	Muntinlupa Elementary School
11	Efleda F. Enerlas	Muntinlupa Elementary School
12	Cristituto Camba	Yasdo
13	Raquel M. Montana	Soldiers' Hills Elementary School
14	Annabelle P. Vecina	Cupang Elementary School Annex
15	Jonas C. Marcellana	Alabang Elementary School
16	Ma. Girlie T. Bulos	Filinvest Alabang Elem. School
17	Janice C. Suerte	Poblacion National High School
18	Lennie L. Briones	Bagong Silang Elementary School
19	Ma. Diana Moral	Cupang Senior High School
20	Diosdado D. Melicado Jr.	Itaas Elementary School
21	Arliz L. Serrano	Tunasan National High School
22	Paulo B. Dela Cruz	Pedro E. Diaz High School

23	Jessie Von Rodriguez	Muntinlupa National High School
24	Rossel Andrea Divina	Cupang Elementary School Main
25	Renzie B. Perion	Muntinlupa National High School
26	Monica May E. Devera	Lakeview Integrated School
27	Ryan Agoncillo	Lakeview Integrated School
28	Norelie G. Lamadrid	Muntinlupa Business High School Main
29	Ma. Vendetta J. Gacula	Muntinlupa National High School
30	Bemar T. Vicente	Alabang Elementary School
31	Patricia Nicole B. Vidal	Alabang Elementary School
32	Bernadette Sabio	Bayanan Elem. School I



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PMT AND TWG

NO.	NAME	SCHOOL/OFFICE
1	Mr. Edison C. Enerlas	CID-SDO
2	Dr. Marvin Malahito	MAYOR'S OFFICE
3	Ms. Roselyn J. Hamera.	PSC
4	Ma. Vendetta Gacula	MNHS
5	Mr. Garibald Maristela	CID-SDO
6	Mr. Julius Cierva	YASDO
7	Ms. Chelo Rongavilla	M & E -SGOD