



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF MISAMIS ORIENTAL

Office of the Schools Division Superintendent

18 June 2024

**DIVISION MEMORANDUM**

No. **360** s. **2024**


**CORRIGENDUM TO DIVISION MEMORANDUM No. 340 s. 2024 RE: SCHEDULE OF ACTIVITIES IN PREPARATION FOR THE DIVISION TRAINING OF SCHOOL LEADERS (DTSL) FOR MATATAG CURRICULUM**

To: **Program Management Team**  
**Learning Management Team**  
**Others Concerned**  
This Division

1. In preparation for the Division Training of School Leaders on the MATATAG Curriculum, the schedule of the **Pre-Work** will be on **June 20-21, 2024** at **VIP Hotel, Cagayan de Oro City**.
2. The first meal to be served is breakfast on Day 1 (June 20, Thursday), and the last meal will be afternoon snacks on Day 2 (June 21, Friday).
3. The members of the Learning and Program Management Teams is attached in this Memorandum (Enclosure 1).
4. All other provisions of Division Memorandum No. 340, s. 2024 remain enforced.
5. For queries regarding the training, you may contact Irish Karylle D. Monte (SEPS HRD) or Michael Mervin M. Acenas (OIC EPS II HRD) through [misor.hrd@deped.gov.ph](mailto:misor.hrd@deped.gov.ph).
6. Wide dissemination of this Memorandum is hereby enjoined.

  
**EDILBERTO L. OPLENARIA, EdD, CESO V**  
Schools Division Superintendent

Encls.: As stated  
References: None  
To be indicated in the Perpetual Index  
under the following subjects:

 TRAINING  
MATATAG CURRICULUM  
SGOD, HRD-imonte



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000  
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Republic of the Philippines  
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 SCHOOLS DIVISION OF MISAMIS ORIENTAL

**PRE-WORK ON THE DIVISION TRAINING OF SCHOOL LEADERS ON THE  
 MATATAG CURRICULUM**

*June 20-21, 2024, Venue: VIP Hotel, Cagayan de Oro City*

**ACTIVITY MATRIX**

**Day 1 (June 20, 2024)**

Time	Activity/Topic	Person-In-Charge
	<b>Registration</b>	
8:30- 9:00 AM	<b>Preliminaries:</b> National Anthem Opening Prayer Roll-Call of Participants	AVP AVP <b>MICHAEL MERVIN M. ACENAS</b> PDO I/OIC EPS II HRD
	Welcome Message	<b>MARY ANN M. ALLERA</b> ASDS
	Message of the Head of Office and Call to Order	<b>EDILBERTO L. OPLENARIA, EdD, CESO V</b> Schools Division Superintendent
	Statement of Purpose	<b>MARIA TERESA M. ABSIN, PhD.</b> Chief ES, SGOD
<b>PRE-WORK PROPER</b>		
9:00-11:00 AM	<b>DTSL Training Overview</b>	<b>IRISH KARYLLE D. MONTE</b> SEPS-HRD
	<b>DTSL Roles and Responsibility of the Management Teams</b>	
	<b>Training Rules and Norms</b>	
11:00-12:00 NN	<b>Individual Monitoring Tool of Participants</b>	<b>Atty. CIRILO K. RUBIATO II</b> PDO II
<b>12:00- 1:00 PM</b>	<b>LUNCH</b>	
1:00-4:30 PM	<b>Break Out Sessions</b>	PMT Group: Preparation of Training Resources, Tools, Templates etc.  LMT Group: Session Guide, Presentations Run-Through, Finalization of Speakers, Simulation of Speakers
4:30-5:00 PM	<b>Acknowledgment and Reminders</b>	

**Day 2 (June 21, 2024)**

Time	Activity/Topic	Person-In-Charge
	<b>Registration</b>	
8:30- 9:00 AM	<b>Preliminaries:</b> Makabayan Song Opening Prayer Roll-Call of Participants	AVP AVP <b>MICHAEL MERVIN M. ACENAS</b> PDO I/OIC EPS II HRD
	Energizer	<b>AVP</b>



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<b>PRE-WORK PROPER</b>		
9:00-10:00 AM	<b>MATATAG Program Design and Matrix</b>	<b>RAFUNZEL EPANIS, PhD.</b> Education Program Supervisor
10:00-11:00 AM	<b>DTSL Monitoring and Evaluation</b>	<b>DANNY A. ASIO</b> SEPS M&E
11:00-12:00 NN	<b>DTSL Venue Assignments</b>	<b>IRISH KARYLLE D. MONTE</b> SEPS-HRD
<b>12:00- 1:00 PM</b>		<b>LUNCH</b>
1:00-4:30 PM	<b>Break Out Sessions (Continuation...)</b>	PMT Group: Preparation of Training Resources, Tools, Templates etc.  LMT Group: Session Guide, Presentations Run-Through, Finalization of Speakers, Simulation of Speakers
4:30-5:00 PM	<b>Acknowledgment and Reminders</b>	





**DIVISION OF MISAMIS ORIENTAL**

**PRE WORK ON DIVISION TRAINING OF SCHOOL LEADERS ON THE MATATAG CURRICULUM**

**June 20-21, 2024, Venue: VIP HOTEL, Cagayan de Oro City**

**TOP MANAGEMENT**

No.	Name	Position	Role
1	Edilberto L. Oplenaria, EdD, CESO V	Schools Division Superintendent	Top Management
2	Mary Ann M. Allera	Asst. Schools Division Superintendent	
3	Maria Teresa M. Absin, PhD.	Chief ES, SGOD	
4	Maria Asuncion D. Rafols	OIC CID Chief (June)	
5	Norberto E. Rosales	OIC CID Chief (July)	

**LEARNING MANAGEMENT TEAM**

No.	Name	Position	Role
1	Cydel P. Valmores, PhD.	PSDS- Jasaan South	Learning Management Team Leader
2	Rafunzel D. Epanis, PhD.	Education Program Supervisor	Learning Managers Assistant Team Leader
3	Lilian B. Salan	Education Program Supervisor	LF- Kindergarten
4	Marylen D. Trapal	PSDIC- Talisayan	LF- Kindergarten
5	Gina I. Cagang	PSDIC- Salay	LF- Kindergarten
6	Genes P. Lesaca	School Principal I	LF- Kindergarten
7	Djhonnale L. Aleria	School Principal I	LF Filipino 4
8	Aura O. Villastique	School Principal II	LF Filipino 4
9	Vevian T. Tuason	PSDS	LF English 4
10	Merly J. Sandoval	Head Teacher III	LF English 4
11	Emere C Jenisan	PS District-in-Charge	LF Mathematics 4
12	Michael A. Lumajang	Head Teacher III	LF Mathematics 4
13	Seven Delos Reyes	School Principal I	LF Science 4
14	Andrian F. Tecson	Head Teacher III	LF Science 4
15	Carnila D. Simacon	PS District-in-Charge	LF Araling Panlipunan 4
16	Nelia Grafe	Principal 1	LF Araling Panlipunan 4
17	Lynneth R. Abroguena	PSDS	LF Araling Panlipunan 7
18	Rey Mark C. Quering	School Head/SIC	LF EPP 4
19	Cresente G. Glariana	School Principal I	LF EPP 4
20	Lindy Z. Labucana	Asst. Principal	LF MAPEH 4

21	Jake G. Conog	Head Teacher II	LF MAPEH 4
22	Ma. Fidela Salvador	PSDIC	LF GMRC 4
23	Gladys S. Banac	EPS	LF Grade 1
24	Riza P. Acenas	School Principal II	LF Grade 1
25	Joanna Ruby L. Presente	Education Program Supevisor	LF Grade 1
26	Allan Roxas	School Principal I	LF Grade 1
27	Aileen F. Dabon	PS District-in-Charge	LF Grade 1
28	Felicitas R. Garcesa	Head Teacher VI	LF Filipino 7
29	Eugenie Fay L. Ubay-ubay	Head Teacher V	LF Filipino 7
30	Sheilla B. Diango	EPS	LF English 7
31	Lizel P. Torillo	Head Teacher III	LF English 7
32	Gines C. Cacayan	EPS	LF Mathematics 7
33	Anelito B. Callo	School Principal II	LF Mathematics 7
34	Rechie A. Lazalita	School Principal I	LF Science 7
35	Marites R. Pacatang	Head Teacher III	LF Science 7
36	Maria Asuncion G. Rafols	EPS	LF Araling Panlipunan 7
37	Reisl Jade N. Cabural	Head Teacher I	LF Araling Panlipunan 7
38	Melende B. Catid	School Principal III	LF TLE 7
39	Norberto E. Rosales	EPS	LF TLE 7
40	Ritzzy D. Mutia	School Principal II	LF MAPEH 7
41	Reina Marie G. Ebisa	School Principal I	LF MAPHE 7
42	Grethel R. Lubi	PSDIC	LF GMRC 7
43	Lilibeth C. Baco	PSDIC	LF GMRC 7

*LF- Learning Facilitator*

<b>PROGRAM MANAGEMENT TEAM</b>			
<b>No.</b>	<b>Name</b>	<b>Position</b>	<b>Role</b>
1	Irish Karylle D. Monte, PhD.	SEPS- HRD	Leader
2	Michael Mervin M. Acenas	OIC EPS II- HRD	Team Leader
3	Rhodora L. Gallares, PhD.	Education Program Supevisor	Venue 1 Training Manager
4	Mark Lorren T. Tejano	AO V- Budget Officer	Venue 2 Training Manager
5	Josephine D. Labares	SEPS Planning and Research	Venue 3 Training Manager
6	Danny A. Asio	SEPS- M&E	M & E Manager
7	Gerry P. Madrid	EPS II M&E	Assistant M&E Manager
8	Cirilo K. Rubiato II	PDO II	QAME Associate
9	Oshin S. Bantug	PDO I	QAME Associate
10	Feloche M. Tahadlangit	PDO I	QAME Associate
11	Mary Ann T. Omandam	PDO I	QAME Associate
12	Jerlene O. Kuan	PDO I	QAME Associate
13	Zoren Ray S. Frias	PDO I	QAME Associate
14	Carmen Lourdes R. Madrid	PDO I	QAME Associate
15	Jeanette Duat- Acenas	Administrative Officer II	Class Adviser
16	Roxan Aliboyog	Administrative Officer II	Class Adviser
17	Nerissa Amor Lumayog	Administrative Officer II	Class Adviser
18	Jenelyn Ampo	Administrative Assistant II	Class Adviser
19	Carmela M. Bacong	Administrative Officer II	Class Adviser
20	Roj Al Jamir Janubae	Administrative Officer II	Class Adviser

21	<b>Princess May M. Buquis</b>	Administrative Officer II	Class Adviser
22	<b>Pinky Cueto</b>	Administrative Officer II	Class Adviser
23	<b>Ruby Joy Baring</b>	Administrative Officer II	Class Adviser
24	<b>Kim Eric G. Lubguban</b>	PDO II	Technical Officer
25	<b>Vicente Hallasgo</b>	ADA I-IT	Technical Officer
26	<b>Ronieljun Dela Cerna</b>	IT Staff	Technical Officer
27	<b>Enrique Miguel Degamo, MD.</b>	Medical Officer	Medical Officer
28	<b>Avegail J. Israel</b>	Nurse II	Nurse
29	<b>Riza S. Cahucom</b>	Nurse II	Nurse
30	<b>Alelyne Jan T. Perez</b>	Nurse II	Nurse
31	<b>Cornelio R. Francisco</b>	Nurse II	Nurse
32	<b>Rodgelyn P. Amante</b>	Nurse II	Nurse
33	<b>Emmanuel Rodric B. Mugot</b>	Nurse II	Nurse
34	<b>Sally S. Aguilar, PhD.</b>	Education Program Supervisor	Process Observers
35	<b>Celieto B. Magsayo</b>	Education Program Supervisor	Process Observers


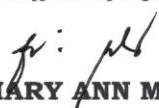



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Republic of the Philippines  
**Department of Education**  
 REGION X - NORTHERN MINDANAO

**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

<b>Name:</b>	<b>PLEASE REFER TO LIST OF PARTICIPANTS under Division Memorandum No. ___, s. 2024</b>	
<b>Position/Designation:</b>	SUPERVISORS, SPECIALISTS, SECTION HEADS, SCHOOL HEADS, NON-TEACHING PERSONNEL	
<b>Permanent Station:</b>	SDO - MISAMIS ORIENTAL	
<b>Purpose of Travel:</b> <i>(must be supported by attachments)</i>	<b>To participate in the PRE-WORK on the Division Training of School Leaders on the MATATAG Curriculum</b>	
<b>Host of Activity:</b>	SGOD AND CID	
<b>Inclusive Dates:</b> <i>(Inclusive of Travel Time)</i>	June 20-21, 2024	
<b>Destination:</b>	VIP HOTEL, Cagayan de Oro City	
<b>Fund Source:</b>	SCHOOL MOOE/LOCAL FUNDS	
<b>PREPARED BY</b>		
<i>I hereby attest that the information in this form and in the supporting documents attached hereto are true and correct.</i>		
 <b>IRISH KARYLLE D. MONTE</b> Senior Education Program Specialist		June 18, 2024
Name and Signature of Requesting Employee		Date
<b>RECOMMENDING APPROVAL</b>		
<i>This is to certify that the trip of the requesting employee satisfies all the minimum conditions for authorized official travel and that alternatives to travel are insufficient for purpose stated herein.</i>		
 <b>MARY ANN M. ALLERA</b> Assistant Schools Division Superintendent		June 18, 2024
Name and Signature of Recommending Authority		Date
<b>APPROVED</b>		
 <b>EDILBERTO L. OPLENARIA, EdD, CESO V</b> Schools Division Superintendent		June 18, 2024
Name and Signature of Approving Authority		Date