



Republic of the Philippines
Department of Education
REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

26 May 2025

DIVISION MEMORANDUM

No. **321** s. 2025

**MASTER TEACHERS PROFESSIONAL DEVELOPMENT
PROGRAM 2.0 (MTPDP 2.0)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Heads, Public Elementary and Secondary Schools
Heads, Unit/Section
All Others Concerned

1. Pursuant to **DepEd Order No. 42, s. 2017** titled **National Adoption and Implementation of the Philippine Professional Standards for Teachers (PPST)**, as the national framework for teacher quality, setting clear expectations across career stages to guide professional development, performance appraisal, and promotion, the Schools Division of Tayabas City shall conduct the above-mentioned development program.
2. The program focuses on developing and enhancing the identified PD priorities of new Master Teachers based on PPSST domains, strands, and indicators that would enable them to effectively implement the curriculum in the 21st century, and shall aid them in their role as mentors. This will be held on **June 2-7, 2025** at **Queen Margarette Hotel**.
3. All concerned are informed of the following:
 - a. Participants are Master Teachers, with 0-3 year-experience as MTs;
 - b. Select MTs and SDO Personnel from SDO Tayabas shall facilitate the sessions;
 - c. Teaching personnel are entitled to service credit; SDO Personnel to Compensatory Time-off;
 - d. Expenses for the training materials and supplies, venue, and food, of the participants and the Technical Working Committee, are chargeable against HRTD Funds; their travelling expenses shall be charged to MOOE, subject to availability of funds following the usual accounting and auditing rules and regulations.

4. Attached are Enclosure 1 – List of Participants; Enclosure 2 – List of Resource Speakers and Facilitators; Enclosure 3 - Program Matrix: and Enclosure 4 – Technical Working Committee.
5. Immediate dissemination and strict compliance of this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:

EDWIN R. RODRIGUEZ, Ed. D.
Chief Education Supervisor-CID
Officer-in-Charge

Encl.: As stated
Reference:

DepEd Order No. 42, s. 2017
To be indicated in the Perpetual Index
under the following subjects:

PROFESSIONAL DEVELOPMENT

SGOD- master teachers professional development program 2.0 (mtpdp 2.0)
SGOONSQ6-002930/May 26, 2025

Enclosure 1

LIST OF PARTICIPANTS

MASTER TEACHERS PROFESSIONAL DEVELOPMENT PROGRAM 2.0 (MTPDP 2.0)
June 2-7, 2025

No.	Name	Position	School
1	MARIBETH R. EGUIA	Master Teacher I	Ipilan-Alitao ES
2	ARCEDEL R. PAGANA	Master Teacher I	Kalumpang ES
3	MARIE GRACE R. TIOSAN	Master Teacher I	Potol ES
4	JOHN BENEDICT M. AGUERRA	Master Teacher I	Ilasan IS
5	NOELA A. CABUYAO	Master Teacher I	Froilan E. Lopez ES
6	CHESSETTE O. PAGAN A	Master Teacher I	Cipriano J. Querubin ES
7	WALTER R. PAGANA	Master Teacher I	Lawigue ES
8	GLENDA A. CAPISTRANO	Master Teacher I	Lakawan ES
9	RYAN CHESTER Z. MANZANARES	Master Teacher I	Tayabas West Central School I
10	FITZ JAMES J. LAVADIA	Master Teacher I	Tayabas West Central School I
11	MARIFE C. RAMIREZ	Master Teacher I	Tayabas West Central School I
12	JEANIE C. SALVATIERRA	Master Teacher I	Tayabas West Central School I
13	FRANCIS M. NAVELA II	Master Teacher I	Kalumpang ES
14	JOSEPHINE C. VILLAYERDE	Master Teacher I	Buenaventura Alandy NHS
15	JAYMIE JANE Y. NAÑEZ	Master Teacher I	Luis Palad IHS
16	SIGRID F. TIBORDO	Master Teacher I	Luis Palad IHS
17	JOWELL C. MENDOZA	Master Teacher I	Luis Palad IHS
18	MARIA CECILIA P. PAGANA	Master Teacher I	Luis Palad IHS
19	ARLENE R. OABEL	Master Teacher I	Luis Palad IHS
20	CHRISTINE V. CABUYAO	Master Teacher I	Tayabas West Central School I
21	FLORENCIA E. JAVIN	Master Teacher I	Tayabas West Central School IV
22	MAY ESTER M. RUBIO	Master Teacher I	Tayabas West Central School III
23	MARISSA R. CAPISTRANO	Master Teacher I	Tayabas West Central School II
24	JOHNCENT ROY C. TIBORDO	Master Teacher I	West Palale NHS
25	NEZSI A. GARCIA	Master Teacher I	Buenaventura Alandy NHS
26	JACINTA R. ABULENCIA	Master Teacher I	Luis Palad IHS
27	NELDA L. OABEL	Master Teacher I	Luis Palad IHS
28	REGICELLE D. CABAYSA	OIC-Senior Education Program Specialist/ MT II	SGOD
29	LUZVIMINDA E. SALUDARES	Senior Education Program Specialist	SGOD

30	LA TRISHA R. DALIT	Education Program Specialist II	SGOD
31	MONTANO L. AGUDILLA	Senior Education Program Specialist	
32	MIKAEL SANDINO T. ANDREY	Education Program Supervisor	CID
33	JOSEPH JAY U. AUREADA	Education Program Supervisor	CID
34	CHRISTIAN J. BABLES	Education Program Supervisor	CID
35	JEROME A. CHAVEZ	Education Program Supervisor	CID
36	LOUIE L. FULLEDO	Education Program Supervisor	CID
37	MILDRED Z. GALLEN	Education Program Supervisor	CID
38	MICHAEL LEONARD D. LUBIANO	Education Program Supervisor	CID
39	SHERWIN C. QUESEA	Education Program Supervisor	CID
40	LUZVIMINDA CYNTHIA RICHELLE F. QUINTERO	Education Program Supervisor	CID
41	GENEROSA F. ZUBIETA	Education Program Supervisor	CID

Enclosure 2

LIST OF RESOURCE SPEAKERS AND FACILITATORS
MASTER TEACHERS PROFESSIONAL DEVELOPMENT PROGRAM 2.0 (MTPDP 2.0)
June 2-7, 2025

No.	Name	Position	School
1	CHRISTINE V. CABUYAO	Master Teacher I	Tayabas West Central School I
2	FLORENCIA E. JAVIN	Master Teacher I	Tayabas West Central School IV
3	MAY ESTER M. RUBIO	Master Teacher I	Tayabas West Central School III
4	MARISSA R. CAPISTRANO	Master Teacher I	Tayabas West Central School II
5	JOHNCENT ROY C. TIBORDO	Master Teacher I	West Palale NHS
6	NEZSI A. GARCIA	Master Teacher I	Buenaventura Alandy NHS
7	JACINTA R. ABULENCIA	Master Teacher I	Luis Palad IHS
8	NELDA L. OABEL	Master Teacher I	Luis Palad IHS
9	REGICELLE D. CABAYSA	OIC-Senior Education Program Specialist/ MT II	SGOD
10	LUZVIMINDA E. SALUDARES	Senior Education Program Specialist	SGOD
11	LA TRISHA R. DALIT	Education Program Specialist II	SGOD

Enclosure 3

**MASTER TEACHERS PROFESSIONAL DEVELOPMENT PROGRAM 2.0
(MTPDP 2.0)**

Queen Margarette Hotel Main, Domoit, Lucena City

June 2-7, 2025

Day 1

Time	Activity/Topic	In-charge/Persons Involved	Resources Needed
7:00 AM – 8:00 AM	Arrival and Registration	PMT, LFs, & Participants	Registration Form
8:00 AM – 9:15 AM	OPENING PROGRAM Preliminaries	PMT, LFs, & Participants	Slide Decks, AVP
9:15 AM - 10:15 AM	Getting to Know You & Setting of Expectations	Ms. La Trisha R. Dalit	Session Guide, Slide Decks
10:15 AM – 10:30 AM	AM BREAK		
10:30 AM – 12:00 NN	Session 0 “Personhood”	Dr. Luzviminda E. Saludaes	Session Guide, Slide Decks
12:00 PM – 1:00 PM	LUNCH		
1:00 PM - 2:00 PM	Pre-Test	Participants	Google Quiz
2:00 PM- 3:00 PM	Module 1 Session 1 EMPOWERING MTs in Integrating Content Within Learning Area	Ms. Nezsi A. Garcia	Session Guide, Slide Decks
3:00 PM - 3:15 PM	PM BREAK		
3:15 PM– 4:45 PM	Module 1 Session 1 (con’t) EMPOWERING MTs in Integrating Content Within Learning Area	Ms. Nezsi A. Garcia	Session Guide, Slide Decks
4:45 PM – 5:00 PM	Quieting Time/ Management Concerns/ Important Reminders	PMT	Slide Decks, AVP

Day 2

Time	Activity/Topic	Learning Facilitator/In-charge	Resources Needed
7:45 AM - 8:00 AM	Management of Learning (MOL)	Assigned Group	Slide Decks, AVP
8:00 AM - 10:30 AM	Module 1 Session 2 EMPOWERING MTs in Integrating Content Across Learning Areas	Ms. Nezsi A. Garcia	Session Guide Slide Deck Activity Template Checklist
10:30 AM - 10:45 AM	AM BREAK		
10:45 AM - 12:00 NN	Module 1 Session 3 EMPOWERING MTs in Integrating Content Within and Across Learning Areas	Dr. Johncent Roy C. Tibordo	Session Guide Slide Deck Activity Template Checklist
12:00 NN - 1:00 PM	LUNCH BREAK		
1:00 PM - 2:45 PM	Module 1 Session 3 (con't) EMPOWERING MTs in Integrating Content Within and Across Learning Area	Dr. Johncent Roy C. Tibordo	Session Guide Slide Deck Activity Template Checklist
2:45 PM - 3:00 PM	PM BREAK		
3:00 PM - 5:00 PM	Module 2 Session 1 Positive Discipline: Revisiting Its Policies and Procedures	Ms. Jacinta R. Abulencia	Session Guide Slide Deck Activity Template Checklist
5:00 PM- 5:15 PM	Quieting Time/ Management Concerns/ Important Reminders		

Day 3

Time	Activity/Topic	Learning Facilitator/In-charge	Resources Needed
7:45 AM 8:00 AM	Management of Learning (MOL)	Assigned Group	Slide Decks, AVP
8:00 AM - 10:30 AM	Module 2 Session 2 Positive Discipline: A Way towards a Learning -Focused Environment	Ms. Marissa R. Capistrano	Session Guide Slide Deck Activity Template Checklist
10:30 AM- 10:45 AM	AM BREAK		
10:45 AM - 12:00 NN	Module 2 Session 3 Leading through Positive and Non-Violent Discipline	Ms. May Ester M. Rubio	Session Guide Slide Deck Activity Template Checklist
12:00 NN - 1:00 PM	LUNCH BREAK		
1:00 PM - 2:45 PM	Module 2 Session 3 (con't) Leading through Positive and Non-Violent Discipline	Ms. May Ester M. Rubio	Session Guide Slide Deck Activity Template Checklist
2:45 PM - 3:00 PM	PM BREAK		
3:00 PM - 5:00 PM	Module 3 Session 1 What I Am, What I Can: Addressing the Differences of My Learners' Gender and Strengths	Ms. Florencia E. Javin	Session Guide Slide Deck Activity Template Checklist
5:00 PM- 5:15 PM	Quieting Time/ Management Concerns/ Important Reminders		

Day 4

Time	Activity/Topic	Learning Facilitator/In-charge	Resources Needed
7:45 AM - 8:00 AM	Management of Learning (MOL)	Assigned Group	Slide Decks, AVP
8:00 AM - 10:00 AM	Module 3 Session 2 What I Need, What I Want: Ascertaining My Learners' Needs and Interests	Ms. Florencia E. Javin	Session Guide Slide Deck Activity Template Checklist
10:00 AM - 10:15 AM	AM BREAK		
10:15 AM - 12:15 NN	Module 3 Session 3 What I Have, Where I Live: Integrating My Learners' Experiences and Environment	Ms. Marissa R. Capistrano	Session Guide Slide Deck Activity Template Checklist
12:15 NN - 1:00 PM	LUNCH BREAK		
1:00 PM - 3:00 PM	Module 3 Session 4 How Will They: Leading My Colleagues in Evaluating Differentiated Strategies in Addressing Learners' Differences	Dr. Johncent C. Tibordo	Session Guide Slide Deck Activity Template Checklist
3:00 PM - 3:15 PM	PM BREAK		
3:15 PM - 5:00 PM	Module 3 Session 4 (con't) How Will They: Leading My Colleagues in Evaluating Differentiated Strategies in Addressing Learners' Differences	Dr. Johncent C. Tibordo	Session Guide Slide Deck Activity Template Checklist
5:00 PM- 5:15 PM	Quieting Time/ Management Concerns/ Important Reminders		

Day 5

Time	Activity/Topic	Learning Facilitator/In-charge	Resources Needed
7:45 AM - 8:00 AM	Management of Learning (MOL)	Assigned Group	Slide Decks, AVP
8:00 AM - 10:00 AM	Module 4 Session 1 Looking Back on Policies and Guidelines of Assessment	Assigned LFMs. Ms. Nelda L. Oabel	Session Guide Slide Deck Activity Template Checklist
10:00 AM - 10:15 AM	AM BREAK		
10:15 AM - 12:15 PM	Module 4 Session 2 Designing, Selecting, Organizing Assessment Strategies consistent with Curriculum Requirements	Ms. Jacinta R. Abulencia	Session Guide Slide Deck Activity Template Checklist
12:15 PM - 1:00 PM	LUNCH BREAK		
1:00 PM - 3:00 PM	Module 4 Session 3 Leading initiatives in evaluating assessment design via LAC Plan	Dr. Christine V. Cabuyao	Session Guide Slide Deck Activity Template Checklist
3:00 PM - 3:15 PM	PM BREAK		
3:15 PM - 5:00 PM	Module 5 Session 1 M&E of Learner's Progress and Achievement	Ms. May Ester M. Rubio	Session Guide Slide Deck Activity Template Checklist
5:00 PM - 5:30 PM	Quieting Time/ Management Concerns/ Important Reminders		

Day 6

Time	Activity/Topic	Learning Facilitator/In-charge	Resources Needed
7:45 AM - 8:00 AM	Management of Learning (MOL)	Assigned Group	Slide Decks, AVP
8:00 AM - 10:00 AM	Module 5 Session 2 AU of LAD (Analysis and Use of Learner Attainment Data)	Ms. Nelda L. Oabel	Session Guide Slide Deck Activity Template Checklist
10:00 AM - 10:15 AM	AM BREAK		
10:15 AM - 12:15 PM	Module 5 Session 3 We are MENTO-VI (MENTOring and adVising Colleagues for the Effective Use of Learner Attainment Data)	Ms. Regicelle D. Cabaysa	Session Guide Slide Deck Activity Template Checklist
12:15 PM - 1:00 PM	LUNCH BREAK		
1:00 PM - 2:00 PM	Post-test	Participants	Google Quiz
2:00 PM - 3:00 PM	Integration & WAP Preparation	Ms. Regicelle D. Cabaysa	Session Guide and Slide Decks
3:00 PM - 4:00 PM	CLOSING PROGRAM	PMT, LFs, & Participants	Slide Decks, AVP

Enclosure 4

TECHNICAL WORKING COMMITTEE

Overall Chairperson: Celedonio B. Balderas, Jr. – Schools Division
Superintendent

Co-Chairperson: Herbert D. Perez – Assistant Schools Division
Superintendent

Committee	Person/s In-Charge	Terms of Reference
Program Manager	Maria Corazon A. Borbon	<ul style="list-style-type: none">- Oversees the implementation of the entire program.- Orients the PMT and resource persons on their terms of reference and details of the program design- Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards- Leads the debriefing sessions with the PMT and resource speakers
Learning Manager	Luzviminda E. Saldares	<ul style="list-style-type: none">- Leads the conduct of the program per session room- Ensures that the program is carried out based on the detailed design in collaboration with the resource persons- Prepares and maintains a conducive learning environment by facilitating unfreezing, levelling of expectations, and norm-setting activities and by addressing emerging learning needs- Facilitates management of learning activities as scheduled and as needed- Facilitates integration session at the end of the intervention, including preparation of Action Plan

Facilitators/ Resources Speakers	Ms. La Trisha R. Dalit Dr. Luzviminda E. Saldaña Ms. Neysi A. Garcia Dr. Johncent Roy C. Tibordo Ms. Jacinta R. Abulencia Ms. Marissa R. Capistrano Ms. May Ester M. Rubio Ms. Florencia E. Javin Ms. Nelda L. Oabel Dr. Christine V. Cabuyao Ms. Regicelle D. Cabaysa	<ul style="list-style-type: none"> - Applies effective presentation and facilitation techniques in conducting assigned sessions - Provides expert content input during learning sessions
M&E Coordinator	Dr. Montano L. Agudilla Jr.	<ul style="list-style-type: none"> - Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT - Assists the Program Manager in accomplishing the Program Delivery Readiness Checklist - Applies process observation and prescribed tools to monitor and evaluate program delivery - Administers and analyzes the results of Level 1 evaluation which is to be presented during debriefing - Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation - Prepares Post-Program Delivery M&E Report and submits to PM for inclusion in the Program Completion Report
Documenter	La Trisha R. Dalit	<ul style="list-style-type: none"> - Documents the proceedings of the learning sessions using the prescribed documentation template - Take photos of the different parts of the program delivery
Secretariat	John Oliver O. Marquez	<ul style="list-style-type: none"> - Attends to registration needs of learners/participants - Ensures that the learners/participants fill up attendance sheets every day. - Assists in the distribution of learning materials and supplies - Assists in posting and collection of session outputs

		<ul style="list-style-type: none"> - Compiles session documents and learning resource materials
Welfare Officer	Alelie A. Padillo / Lailani T. Omlas	<ul style="list-style-type: none"> - Ensures that provisions for inclusion, safety, security, health, and wellness of learners/participants, PMT, and resource persons are always adequate and available in the venue - Attends to emerging inclusion, safety, security, health, and wellness concerns of participants, PMT, and resource persons (including incidents of social exclusion, sexual harassment, etc.)
Logistics Officer	Luzviminda E. Saldares	<ul style="list-style-type: none"> - Ensures the quality, adequacy, and availability of facilities, equipment, supplies and materials, vehicles, and other resources to support the successful implementation of the program - Leads ocular inspection of venues to ensure adherence to standards and specifications - Checks that session rooms are always ready for use and conducive to learning
Finance Officer/s	Benjamin A. Millares Agnes M. Luzadas	<ul style="list-style-type: none"> - Oversees all finance-related concerns of the program, including the efficient allocation and timely release of funds as well as the documentation for liquidation - Initiates procurement processes of resources, materials and relevant services, and follows up fund disbursement with appropriate offices - Monitors and documents all disbursements against budget to support liquidation - Liquidates all fund disbursement and prepares a financial report