



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

15 AUG 2022

DIVISION MEMORANDUM

No. 502 s. 2022

**DEVELOPMENT OF TEACHER'S GUIDE IN SUPPORT TO
ACCELERATED INSTRUCTION FOR AGUYOD PHASE II**

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

1. In connection with the Learning Recovery Plan of the Department of Education and as part of the Learning Recovery Plan of SDO Tayabas City dubbed as AGUYOD for Learning, this Office through the Curriculum Implementation Division, shall implement AGUYOD for Learning Phase II beginning SY 2022-2023.
2. The activity aims to provide additional teaching resources including lesson syllabus in all learning areas for all Grade Levels to support accelerated instruction and learning in all schools.
3. Attached are the list of select writers for this activity with terms of reference, and the timeline of activities for your reference.
4. For queries, contact Generosa F. Zubieta, EPS for LRMDs.
6. Immediate dissemination and strict compliance of this memorandum are directed.


NATIVIDAD P. BAYUBAY, CESO VI
Schools Division Superintendent 

Encl.:
As stated



Brgy. Poto, Tayabas City



(042) 710-0329 or 797-0773



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>

Enclosure 1

LIST OF WRITERS

Elementary

Grade	ENGLISH	MTB	FILIPINO	MATH	SCIENCE
1	Dianne Charish A. Cabuyao (TECS) Jessamae M. Cabriga (Lawigue ES)	April May Q. Ramilo-Katigan Alupay ES Rosemarie Rodillas-TECS	Mary Joy Honrade-Dapdap IS Shiela May M.Balamban-Pandakake ES	Michelle Anyayahan Margarita P. Oabel (TECS)	-
2	Eunice R. Ropa (TECS) Jocelle R. Obciana (Lakawan ES)	Marilyn Permalino-TWCS I Jossie Caagbay-Ilasan ES	Mary Jane N. Amanquiton-	Marian O. Flores Luisa C. Capistrano (Dapdap IS)	-
3	Rhea I. Marano(Kalum pang ES) Maribeth R. Eguia (Ipilan - Alitao ES)	Karmela Veluz-Valencia ES	Angela Mae A. Gob-TWCS III Erlita C Jumawan-Potol ES	Marilyn Briones Maria Concepcion Cuadra (Potol ES)	Agnes A. Lagdameo (TWCS I) Ma. Lyra H. Tabernilla (TECS)
4	Lhalaine M. De Torres (TECS) Chesette O. Pagana (Wakas ES)		Perlita C. Dequina-FELES	Maria Paz T. Jamilano Leanne Pornela (WPES)	Mariell E. Cesario (TECS) Glenda Perseveranda D. Ranillo (TWCS I)
5	Violeta Bunzo (SPES) Princess P. Subeldia (TECS)			Esmeralda J. Quesea Lester Gob (TWCS III)	Jeric Cabriga (TECS) Jean Rose Gonzaga (Dapdap IS)
6	Rhea Mariz Q. Ocado (Ilasan ES) La Trisha R. Dalit (Dapdap IS)		Glenda A. Capistrano-Lakawan ES	Garry Villaverde Reniel Cabuyao (TECS)	May Ester M. Rubio (Kalumpang ES) Raquel Reyes (West Palale ES)
Validators	Christine V. Cabuyao (TWCS I)	Loida Decal Remedios L.	Jasmin P. Flores-Dapdap IS	Rosemarie Rodillas (TECS)	



	Laarni Abulencia (TWCS III) Marissa R. Capistrano (Lawigue ES)	Placino	Flora P. Puchero-Wakas ES Lorynel De Sagun-Pandakake ES	Fitz James Lavadia (TWCS) Glenda Castillo (Lakawan ES) Nery Grace B. Navela (Kalumpang ES)	
Grade	AP	MAPEH		EPP/TLE	EsP
1	Shiela May Balamban	M= Aiza Salvan - TWCS 1 A= Angelica Ranillo - TECS PE= Catherine Telebrico - POTOL ES H= Erika Roshelle Ursolino - WPES Blanca Castillo - SPES			Marilyn C. Oliveros (Lalo ES)
2	John Menard Lavadia	M=Joyce Reneth Cabanas - - TECS A= Rose Ann Lim - TWCS 1 PE= Jane Karell Comiso - TECS H= Cletilde Hugo Michelle C. Anyayahan - TECS			Krisyl M. Oracion (Dapdap IS)
3	Annadel Gob	M = Hazel Frances Predilla-TWCS 1 A = Eudecia Pabellano - TECS PE = Walter Pagana - WPES H = Lindy Orge - TECS Maria Edissa S. Contreras - TECS			Priscila Infante (East Palale ES)
4	Ma. Gela Lleba	M = Ryan Chester Manzanares-TWCS 1 A = William Rondilla - TWCS 4 PE = Lester Salumbides IPILAN AITAO ES H = Laurice De asis - TECS Maria Concepcion R. Cuadra POTOL ES		Erlinda Cavalida Raquel Vergara	Katrina Paula Zaide (Gibanga ES)
5	Benedict Aguera	M = Marigel Padua IPILAN ALITAO ES A = Rowena Abdon - TECS PE = Marileth Berena - TECS H = Abegail Zagala - EPES Marilou S. Razalan - TECS		Lorna Ragudo Kim Rose Reyes	Sarah Jane C. Romero (North Palale ES)
6	Kelvin Padera	M = Imelda O. Galapati - TECS A = Jen Casvel C. Daya - EPES PE = Ana Monica Bautista - LAWIGUE ES		Mylene Cataquiz Jewell Cabriga	Jecel Degran (Masin ES)

		H = Marilyn Quinzana WAKAS ES Maida Alpay - TWCS 1		
Validators	Florencia E. Javin Roberta V. Esmiller Sancho C. Calatrava	Blanca Castillo - SPES Michelle C. Anyayahan - TECS Maria Edissa S. Contreras - TECS Maria Concepcion R. Cuadra Marilou S. Razalan - TECS Maida Alpay - TWCS 1	Maria Rosele S. Javin Raquel H. Reyes Louie Fulleo	Annabel B. Malvar Carmena L. Lagonero

Secondary

Grade	ENGLISH	FILIPINO	MATH	SCIENCE
7	Tesalonica C. Abesamis (LPIHS) Allan Immanuel U. Ortiz (BANHS)	Almira Barquilla-RQMNHS Ireen Amo-LPIHS Kristel Cabuyao-BANHS	May I. Quintua (LPIHS) Marlon P. Villa (LPIHS)	Leonard Lubiano - (BANHS) Richilyn Pagana- (LPIHS)
8	Elaine C. Salayo (LPIHS) Anna Joy Asilo (RQINHS)	Lyka A. Padrique-LPIHS Sheena P. Pasacsac-WPNHS	Josephine P. De Castro Rommel A. Paderagao (LPIHS)	Gerardo Laguardor (LPIHS) Cristy Ladines (LPIHS)
9	Josephine C. Villaverde (LPIHS) Ronel Medianista (LPIHS)	Sherlyn C. Moreno-LPIHS Angelique G. Talisic-WPNHS	Jacinta Abulencia (LPIHS) Sherelyn S. Alcantara (LPIHS)	Wendel Mayor (LPIHS) Roshell Abulencia (LPIHS)
10	Lucinda Jurilla (LPIHS) Karren Fatima G. Gomez (LPIHS) Alfonso V. Mabuting (LPIHS)	Arlene R. Oabel-LPIHS Rea Rachel E.Oabel-WPNHS	Nelda Oabel (LPIHS) Mary Grace E. Tribunsay (LPIHS)	Elizabeth M. Aquino (LPIHS) Margaret Elaine E. Calvendra (LPIHS)
11	Rempson P. Sumilang (BANHS) Regicelle D. Cabaysa (BANHS) Fiona Labios (BANHS) Johncent Roy Tibordo (WPIHS)	Gesselle Salayong-LPIHS Jerson G. Anareta-LPIHS	Joe Victoria Daelo (LPIHS)	Laarni Q. Lachica Angelica R. Sagocio Lesette O. Marquez Wilson Ramos Christine Jane A. Ragos Reynan Nadera (LPIHS)
12	Dawn Valerie Sotomayor (LPIHS) Donnalyn Lames (LPIHS) Djacver Lim (LPIHS)	Democrito Cabile-LPIHS Marcos P. Palma-LPIHS	Joel Dela Cruz (BANHS)	

	Alfredo G. Naynes (LPIHS)			
Valida tors	Ma. Madel C. Rubia (LPIHS) Mary Joy B. Talavera (LPIHS) Aileen B. Panganiban (LPIHS) Maricel L. Abella (LPIHS)	Grade 7-10 Cynthia S. Zorilla- LPIHS Maria Luisa F. Holanda-LPIHS Simplicio B. Rato- WPNHS Grade 11-12 Sigrid F. Tibordo- LPIHS Neil Orven Talavera-LPIHS	Josephine Ramos (LPIHS) Michelle Ann L. Acesor Ronald Hugo	Marvin Rosales Michael Safred Georgia Talabong
	AP	MAPEH	EPP/TLE	EsP
7	Renilda Javal Lady Lee Ricalde (LPIHS)	M = Pauline Piquero (LPIHS) A = Mariesol Buncayo (LPIHS) PE = Nelson P. Edon (LPIHS) H = Elsie R, Veluya (LPIHS) Lyka Rose L. Cabrera (LPIHS)	Wensore Cambia Ronaldo Navajas Riosan Arena Alona Sta. Ana	Jennibeth S. Sabornido (LPIHS)
8	Reniel Fabella Jasper Amulong (LPIHS)	M = Jarnel Cabalsa WPNHS A = Donabelle B. Sumilang(LPIHS) PE = Andrew P. Ladines (LPIHS) H = Tesza A. Ramilo(LPIHS) Lyka Rose L. Cabrera (LPIHS)	Mikko Rodillas Michael Bañes Rachel Durante Marites Dayapan	Maricel V. Oruga (LPIHS))
9	Glecy Penida Shiela Marie Oabel (LPIHS)	M = Melody Cauyan A = Ruby Rose Del Rosario (LPIHS) PE = Lislle Joy O. Balbalosa (LPIHS) H = Jane Erasmus Mari P. Panganiban (LPIHS) Erico P. Ybardolaza	Josefina P. Oblea	Arlene C. Bisagas (LPIHS))
10	Aldwin Rea Margie Salvanera (LPIHS)	M = Alexandria D. Daluraya (LPIHS) A = Zandra Clarisse C. Coronel (LPIHS) PE = Melvin C. Caagbay (LPIHS)	Maria Duveen Riva Libranda Alejandra Rivere Julie Ann Perpina Jowel Mendoza	Lanie C. Nayne (LPIHS))

		H = Hilda C. Caagbay (LPIHS) Erico P. Ybardolaza (LPIHS)		
11	Jean Pauline Oabel (RQINHS) Stefanni Millares (LPIHS) Warren Cablaida Edmar Rada (BANHS)	Venus Narzoles (LPIHS) Redentor V. Sante (LPIHS)	Virgilio Jao Vina Daelo Charmange Alvarez Maria Paula Talavera Kim Gerald Mendoza Roan Thaddeus De Los Santos	
12	Leila Jardin Ma. Elena Penareja Emmanuel Moreno (LPIHS) Jezreel Valdeavilla (BANHS)	Keren Kiscia Jemimah Gonzales (LPIHS)	Myra Flores Jorice Hari Ramona Gata Christopher Cablaida Jorice Hari	
Validators	Susan Abuel Ma. Aillen A. Averilla Maricel Abella Nezsi A. Garcia Raymund Hugo (LPIHS)	Erico P. Ybardolaza Lyka Rose L. Cabrera (LPIHS) Ronelda E. Macayan (LPIHS) Jason Labao (LPIHS) Sharmaine Abella BANHS	Mary Grace Cabili Geraldine Constantino Wilma Zaide	Lorena Saul (LPIHS))

TERMS OF REFERENCE

CHAIRPERSON

(Chief Education Supervisor)

- Ensures that Division Technical Working Group (TWG) for syllabi development and quality assurance is organized
- Ensures that the TWG is convened for orientation and development of syllabi in all learning areas and grade levels
- Oversees the conduct of orientation/meeting for the development and QA of all learning area syllabi in all grade levels
- Monitors the conduct of syllabi development

MANAGEMENT/ EVALUATION TEAM

(Education Program Supervisors)

- Meet the TWG in his/her respective learning area
- Lead in the development of syllabi
- Oversee the development of syllabi
- Quality assure the developed syllabi
- Evaluate/Validate the syllabi per learning area
- Submit the finalized syllabi to the Chief Education Supervisor (CES)



Brgy. Poto, Tayabas City



(042) 710-0329 or 797-0773



tayabas.city@deped.gov.ph



<https://depedtayabas.com/>

CURRICULUM MAPPERS AND SYLLABI DEVELOPERS/WRITERS

(Select Department Heads/Master Teachers/Teachers)

- Participate actively during workshops/meetings
- Assist the Learning Area Supervisors in mapping the competencies
- Develop the target outputs (syllabus/syllabi) based on timeline
- Finalize the content in each learning area based on the suggestions/recommendations of the learning area supervisor
- Apply the protocols in writing learning resources
- Submit the final copy of the assigned outputs (syllabus/syllabi) to the Learning Area Supervisor

VALIDATORS

(Learning Area Supervisor/Department Heads/Learning Area Coordinators/Select Master Teachers)

- Participate actively during workshops/meetings
- Provide suggestions/recommendations to the syllabi developers in the assigned learning area

DIVISION LR SUPERVISOR

- Receives the final copy of the syllabi from the office of the CES
- Provides assistance to the Learning Area Supervisor on the development of syllabi
- Recommends evaluated syllabi for uploading in the Division LR Portal

LAYOUT & PUBLICATION TEAM

(LRMDS Team)

- Design the layout of the syllabi appropriate for publication
- Upload the syllabi to the Division LR Portal

Enclosure 2

TIMELINE OF ACTIVITIES

Activity	TIMELINE OF ACTIVITIES PER QUARTER				Personnel Involved
	1	2	3	4	
Conduct of Planning, Orientation, and Consultative Meeting	15 August 2022				CID Personnel
Conduct of Division Orientation for Syllabi Developers and Curriculum Mappers	18 August 2022				CES EPSs LR Team
Development of Quarter 1 Syllabi in all learning areas	23 – 31 August 2022	26 September – 4 October 2022	27 October – 4 November 2022	23 – 29 November 2022	CES EPSs LR Team Select Developers/Writers Select Validators
Quality Assurance of Quarter 1 Syllabi	1 – 6 September 2022	5 – 12 October 2022	7 – 11 November 2022	1 – 6 December 2022	CES EPSs LR Team Select Validators
Revision of the 1 st draft of syllabi	7 – 9 September 2022	13 – 17 October 2022	14 – 18 November 2022	7 – 13 December 2022	Select Developers/Writers
Quality Assurance of the revised syllabi	12 – 13 September 2022	18 – 19 October 2022	21 – 22 November 2022	14 – 15 December 2022	EPSs Select Developers/Writers Select Validators
Finalization of the syllabi	14 – 15 September 2022	20 – 21 October 2022	23 – 24 November 2022	16 – 19 December 2022	Select Developers/Writers
Presentation of the final copy of the syllabi per learning area	16 September 2022	24 October 2022	25 November 2022	20 December 2022	EPSs Select Developers/Writers Select Validators
Submission of the final copy to the CES	16 September 2022	24 October 2022	28 November 2022	20 December 2022	CES EPSs
Distribution and uploading to the Division LR Portal	19 September 2022	25 October 2022	29 November 2022	21 December 2022	CES LR Team