Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

21 October 2026

DIVISION MEMORANDUM
No. 693 s. 2026

COMPETENCY ENHANCEMENT OF MASTER TEACHERS ON THE CONTENT, KNOWLEDGE AND PEDAGOGY AND INSTRUCTIONAL DESIGN FRAMEWORK

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

1. In reference to DepEd Order No. 42, s. 2017, titled "**National Adoption and Implementation of the Philippine Professional Standards for Teachers (PPST),**" this Office informs the identified teacher-participants of their participation in the **Competency Enhancement of Master Teachers on Content Knowledge, Pedagogy, and Instructional Design Framework**, scheduled on **December 9–11, 2026, at M.I. Sevilla's Resort, Lucena City**.

2. This three-day capability-building program aims to enhance Master Teachers' competencies in content knowledge, pedagogical practices, and instructional design. It is designed to strengthen their capacity to develop and utilize effective instructional materials, apply appropriate teaching strategies, and provide instructional support to teachers in promoting quality teaching and improved learner outcomes.

3. The Opening Program shall commence promptly at **8:00 a.m. on December 9, 2026**. All participants are expected to observe the prescribed program schedule and actively participate in all training sessions, workshops, and other learning activities. The first meal to be served shall be AM Snack, while the last meal shall be PM Snack.

4. Participants shall bring their laptops and chargers, extension cords, alternative internet sources, and other necessary training materials. They are also encouraged to bring relevant school-based documents, instructional materials, and other resources that may be utilized during the workshops and other learning activities.

5. Travel expenses shall be charged against the respective offices' available funds or Maintenance and Other Operating Expenses (MOOE), subject to the usual accounting and auditing rules and regulations.

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6. For inquiries and further clarifications, please contact **Dr. John Cavin S. Rodil**, Senior Education Program Specialist – HRDS, at johncavin.rodil@deped.gov.ph, or **Ms. La Trisha R. Dalit**, Education Program Specialist II – HRDS, at latrisha.dalit@deped.gov.ph.

7. The List of Participants, Program Management Team, and Program Matrix are attached as Enclosures Nos. 1, 2, and 3, respectively.

8. Immediate and widest dissemination of this Memorandum is desired.

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

Encl.: As stated
Reference: DepEd Order 42, s. 2017
To be indicated in the Perpetual Index
under the following subjects:

MASTER TEACHERS
COMPETENCY ENHANCEMENT

SGOD-competency enhancement of master teachers on the content, knowledge and pedagogy and instructional design framework
SGO3FFBT-005845/October 21, 2026

Enclosure 1

List of Participants

No.	Name of Participants	Designation	School
1	Arcedel R. Pagana	Master Teacher I	Calumpang IS
2	Francis M. Navela II	Master Teacher I	
3	Charlyn C. Amparo	Master Teacher I	CJQES
4	Flora P. Puchero	Master Teacher I	Dapdap IS
5	Jasmin P. Flores	Master Teacher II	
6	Nezsi P. Garcia	Master Teacher I	
7	Priscilla Z. Infante	Master Teacher I	East Palale ES
8	Fitz James J. Lavadia	Master Teacher I	EFIS
9	Noela Alita V. Cabuyao	Master Teacher I	FELES
10	Jeffrey G. Dimailig	Master Teacher I	
11	John Benedict M. Aguerra	Master Teacher I	Ilasan IS
12	Maria Rosele S. Javin	Master Teacher II	
13	Simplicio B. Rato	Master Teacher I	
14	Maribeth R. Eguia	Master Teacher I	Ipilan – Alitao ES
15	Roberta V. Esmiller	Master Teacher I	
16	Glenda A. Capistrano	Master Teacher I	Lakawan ES
17	Florencia E. Javin	Master Teacher I	Lalo ES
18	Walter R. Pagana	Master Teacher I	Lawigue ES
19	Michelle C. Anyayahan	Master Teacher I	Mayuwi IS
20	Maria Concepcion R. Cuadra	Master Teacher I	Potol ES
21	Marie Grace R. Tiosan	Master Teacher I	
22	Blanca C. Castillo	Master Teacher I	South Palale ES
23	Jeric L. Cabriga	Master Teacher I	TECS
24	Mariell E. Cesario	Master Teacher I	
25	Marilou S. Razalan	Master Teacher I	
26	Jeanie C. Salvatierra	Master Teacher I	TWCS I
27	Ryan Chester Z. Mamzanares	Master Teacher I	
28	Christine V. Cabuyao	Master Teacher I	
29	Marissa R. Capistrano	Master Teacher I	TWCS II
30	Annadel O. Gob	Master Teacher I	TWCS III
31	May Ester M. Rubio	Master Teacher I	
32	Marife C. Ramirez	Master Teacher I	TWCS IV
33	Chesette O. Pagana	Master Teacher I	WPES
34	Raquel H. Reyes	Master Teacher I	
35	Luzviminda E. Saludares	Master Teacher II	RQINHS
36	Reymart P. Villapena	Master Teacher I	WPNHS
37	Johncent Roy C. Tibordo	Master Teacher I	
38	Lesette O. Marquez	Master Teacher I	
39	Edmar G. Rada	Master Teacher I	BANHS
40	Virgilio Jao Jr.	Master Teacher I	
41	Josephine C. Villaverde	Master Teacher I	
42	Sherlyn C. Moreno	Master Teacher I	LPIHS
43	Reynan D. Nadera	Master Teacher II	
44	Wendell R. Mayor	Master Teacher II	
45	Richilyn S. Pagana	Master Teacher I	
46	Ronelda S. Empamano	Master Teacher I	
47	John Cavin S. Rodil	SEPS	SGOD

48	La Trisha R. Dalit	EPS II	
49	Montano L. Agudilla Jr.	SEPS	
50	Imelda C. Raymundo	CES – SGOD	
51	Edwin R. Rodriguez	CES – CID	CID
52	Regicelle D. Cabaysa	School Principal I	Lalo ES
53	Rempson P. Sumilang	School Principal I	RQINHS
54	Michael Leonard D. Lubiano	EPS	CID
55	Jerome A. Chavez	EPS	CID
56	Bryan A. Pobe	EPS	DepEd CALABARZON
57	Princess A. Talavera	Secretariat	SGOD

Enclosure 2

Program Management Team

PROGRAM MANAGEMENT TEAM

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	Imelda C. Raymundo Edwin R. Rodriguez	- Oversees the implementation of the entire program. - Orients the PMT 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 in crafting the Program Completion Report
Learning Manager	John Cavin S. Rodil	- Leads the conduct of the program 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
Resource Speakers / Learning Facilitators	Dr. Michael Leonard Lubiano Dr. Jerome Chavez Arminda D. Red Dr. Jomar P. Allam Dr. Mary Joy Follero Dr. Bryan R. Pobe Ansel Guillien Samson Dr. Blande C. Tullao Dr. Jeric T. Casino Dr. Jose V. Valdez Rempson P. Sumilang	- Applies effective presentation and facilitation techniques in conducting assigned sessions - Provides expert content input during learning sessions
M&E Officer	Montano L. Agudilla, Jr.	- Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT - 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/ Secretariat	La Trisha R. Dalit Princess A. Talavera San Mark Morcoso	- Documents the proceedings of the learning sessions using the prescribed documentation template - Take photos of the different parts of the program delivery
		- 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 the collection of session outputs - Compiles session documents and learning resource materials
Logistics Officer	John Cavin S. Rodil	- Ensures the quality, adequacy, and availability of facilities and resources to support the successful implementation of the program - Leads the ocular inspection of venues to ensure adherence to standards and specifications - Checks that venue is always ready for use and conducive to learning - Ensure that training adheres to ethical considerations
Finance Officer/s	Benjamin A. Millares Agnes M. Luzadas	- 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

Enclosure 3

Program Matrix

Competency Enhancement of Master Teachers on the Content, Knowledge and Pedagogy and Instructional Design Framework
December 9–11, 2026 | M.I. Sevilla's Resort, Lucena City

	Time	**Session**	**Speaker**
Day 1	8:00–8:15	Arrival and Registration	PMT
	8:15–8:30	Opening Program	PMT
	8:30–9:00	Pre-Test	PMT
	9:00–9:15	Levelling of Expectations	PMT
	9:15–10:15	**Session 1:** Master Teachers as Content and Instructional Experts	**Dr. Michael Leonard Lubiano** Education Program Supervisor SDO Tayabas City
	10:15–10:30	Health Break	
	10:30–12:00	**Session 2:** Deepening Content Knowledge through Curriculum Standards and Learning Competencies	**Dr. Jerome Chavez** Education Program Supervisor SDO Tayabas City
	12:00–1:00	Lunch Break	
	1:00–3:00	**Session 3:** Content Knowledge for Meaningful and Contextualized Learning	**Arminda D. Red** School Principal II SDO Quezon
	3:00–3:15	Health Break	
	3:15–4:15	**Session 4:** Content Analysis and Identification of Learning Gaps	**Dr. Jomar P. Allam** Senior Education Program Specialist DepEd Central Office
	4:15–5:00	Synthesis, Reflection, and Clearing House	PMT
Day 2	**Time**	**Session**	**Speaker**
	8:00–8:30	Management of Learning	
	8:30–10:00	**Session 5:** Contemporary Pedagogical Approaches for Diverse Learners	**Dr. Mary Joy Follero** School Principal I SDO Quezon
	10:00–10:15	Health Break	
	10:15–12:00	**Session 6:** Higher-Order Thinking and Deeper Learning Strategies	**Dr. Bryan R. Pobe** Education Program Supervisor DepEd Regional Office
	12:00–1:00	Lunch Break	
	1:00–3:00	**Session 7:** Evidence-Based Teaching Strategies and Effective Classroom Practices	**Ansel Guillien Samson** School Principal I SDO Rizal
	3:00–3:15	Health Break	
	3:15–4:15	**Session 8:** Understanding the Instructional Design Framework	**Dr. Blande C. Tullao** Senior Education Program Specialist DepEd Central Office
	4:15–5:00	Synthesis, Reflection, and Clearing House	PMT
	Time	**Session**	**Speaker**
	8:00–8:30	Management of Learning	
	8:30–9:30	**Session 9:** Aligning Learning	**Dr. Jeric T. Casino**

Day 3		Outcomes, Content, Pedagogy, Learning Activities, and Assessment	Master Teacher III SDO Nueva Ecija
	9:30–9:45	Health Break	
	9:45–10:45	**Session 10:** Designing High-Impact Learning Experiences for 21st-Century Learners	**Dr. Jose V. Valdez** Education Program Supervisor SDO Candon City
	10:45–12:00	Continuation of Session 10	**Dr. Jose V. Valdez** Education Program Supervisor SDO Candon City
	12:00 – 1:00	Lunch Break	
	1:00–2:00	**Session 11:** Assessment for Learning: Aligning Instruction, Assessment, and Feedback	**Dr. Jeric T. Casino** Master Teacher III SDO Nueva Ecija
	2:00–2:15	Health Break	
	2:15–3:15	**Session 12:** Instructional Design Workshop: From Competency to Classroom Application	**Rempson P. Sumilang** School Principal I SDO Tayabas City
	3:15 – 3:30	Post-Test, Commitment Setting, and Evaluation	PMT
	3:30 – 4:00	Closing Program	PMT