



Republic of the Philippines

Department of Education

REGION IV- A CALABARZON
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

03 November 2025

DIVISION MEMORANDUM
No. 779 s. 2025

DIVISION ORIENTATION ON THE ADMINISTRATION AND UTILIZATION OF THE RAPID MATHEMATICS ASSESSMENT: DEVELOPMENT OF INTERVENTION AND ENRICHMENT MATERIALS

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

1. Pursuant to Unnumbered Joint Memorandum entitled *2024 Implementing Guidelines of the Program Support Fund for the Administration of the Rapid Mathematics Assessment (RMA) and Printing of RMA Tools and Mathematics Supplementary Learning Materials* dated 18 November 2024 and DepEd Order No. 13, s. 2023 *National Learning Recovery Program (NLRP)*, this Office, through the **Curriculum Implementation Division**, will conduct the **Division Orientation on the Administration and Utilization of the Rapid Mathematics Assessment: Development of Intervention and Enrichment Materials** at **Tagaytay Country Hotel, Tagaytay City** on **06 - 08 November 2025**.

2. This activity aims to strengthen numeracy instruction and intervention through effective use of the **Rapid Mathematics Assessment (RMA)** results. Specifically, the activities seek to:

- a. **Orient participants on the objectives, structure, and administration protocols of the RMA tool** to ensure accuracy, consistency, and fidelity in its implementation across schools;
- b. **Equip teachers and school leaders with the skills to interpret RMA results and use data for informed decision-making** in designing classroom and school-based interventions;
- c. **Develop, validate, and produce learning resources** that address numeracy gaps in foundational skills such as the four basic operations, fractions, decimals, and percentages;
- d. **Provide enrichment opportunities for learners demonstrating higher proficiency levels** to foster continuous growth, motivation, and mathematical excellence;
- e. **Capacitate teachers in the use of the HOTS-SOLO framework** to enhance classroom instruction, develop higher-order thinking skills among learners, and improve assessment practices in mathematics; and
- f. **Promote data-driven planning and continuous improvement in numeracy programs** across schools to ensure sustainability and measurable learner progress.

3. Participants in this activity are teachers from public elementary and secondary schools who are advised to bring a laptop and an extension cord (See Enclosure 1).
4. Transportation, meal, and accommodation expenses relative to the conduct of this activity shall be charged against the **Program Support Fund SARO #RO-4A-25-3407**, while other incidental expenses shall be charged against school or local funds, in accordance with existing budgeting, accounting, auditing, and procurement laws, rules and regulations.
5. Day 3 (November 8) of the scheduled activity falls on a Saturday. Pursuant to **DepEd Order No. 4, s. 2025**, officials and personnel who are required to report on-site during weekends or holidays are entitled to **compensatory overtime credit or overtime pay**, as applicable. Furthermore, in accordance with **DepEd Order No. 53, s. 2003**, participation in DepEd-wide programs and activities may warrant the **grant of vacation service credits**. Hence, participants shall be entitled to the appropriate **compensatory time-off or service credit**, consistent with existing DepEd policies.
6. Immediate dissemination of and strict compliance with this Memorandum are enjoined.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:

HERBERT D. PEREZ
Assistant Schools Division Superintendent
Officer-in-Charge

Encl.: As stated

Reference: unnumbered Joint Memorandum and DO 13, s. 2023

To be indicated in the Perpetual Index
under the following subjects:

LEARNING RESOURCES
NUMERACY
RAPID MATHEMATICS ASSESSMENT

CID – division orientation on the administration and utilization of the rapid mathematics assessment: development of intervention and enrichment materials
CID59Q8P-002323/November 03, 2025

Enclosure 1:

List of Participants

No	Participant	School	Position	Role
1	May Ester M. Rubio	Tayabas West CS III	Master Teacher I	Lead, KS 1 team
2	Flora P. Puchero	Cipriano Querubin ES	Master Teacher I	Writer, KS 1
3	Charlyn C. Amparo	Cipriano Querubin ES	Master Teacher 1	Writer, KS 1
4	Maricel Z. Garcia	Calumpang Integrated School	Teacher III	Writer, KS 1
5	Erika Roshelle R. Ursolino	West Palale ES	Teacher II	Writer, KS 1
6	Adelma L. Ayala	Tayabas East Central School	Teacher III	Writer, KS 1
7	Garry S. Villaverde	Froilan E. Lopez ES	Master Teacher II	Lead, KS 2 team
8	Esmeralda J. Quesea	Tayabas West Central II	Master Teacher I	Co-Lead, KS 2 team
9	Joan Joy J. Eclarin	Tayabas East Central School	Teacher III	Writer, KS 2
10	Kristine Mae M. Rea	West Palale ES	Teacher III	Writer, KS 2
11	Ivy N. Rea	Tayabas East Central School	Teacher III	Writer, KS 2
12	Fitz James J. Lavadia	Eugenio Francia IS	Master Teacher I	Writer, KS 2
13	Leanne O. Pornela	West Palale ES	Teacher III	Writer, KS 2
14	Jacinta R. Abulencia	Luis Palad Integrated HS	Master Teacher I	Lead, KS 3 team
15	Joane D. Galapati	Rosario Quesada MNHS	Teacher I	Co-Lead, KS 3 team
16	Josephine B. Ramos	Luis Palad Integrated HS	Head Teacher IV	Writer, KS 3
17	Mary Grace T. Orlina	Luis Palad Integrated HS	Teacher I	Writer, KS 3
18	Sherelyn S. Alcantara	Luis Palad Integrated HS	Master Teacher I	Writer, KS 3
19	Normita B. Arca	Buenaventura Alandy NHS	Teacher III	Writer, KS 3
20	Ryan R. Sayson	Luis Palad Integrated HS	Teacher III	Resource Person
21	Jenny Rose C. Nañez	Katigan-Alupay ES	Teacher I	Resource Person
22	Sjerilyn B. Reyes	West Palale National HS	Teacher II	Resource Person

23	John Michael Losañez	Dapdap Integrated School	Special Science Teacher I	Resource Person
24	Roderick S. Placino	Luis Palad Integrated HS	Teacher I	Resource Person
25	Norian C. Padua	Lakawan Elementary School	Teacher II	Resource Person
26	Marlon P. Villa	Luis Palad Integrated HS	Teacher III	Reels Dev
27	Rommel A. Paderagao	Luis Palad Integrated HS	Teacher III	Reels Dev
28	Celedonio B. Balderas Jr	SDO	SDS	PMT
29	Herbert D. Perez	SDO	ASDS	PMT
30	Edwin R. Rodriguez	SDO	Chief, CID	PMT
31	Generosa F. Zubieta	SDO	EPS	PMT
32	Jerome A. Chavez	SDO	EPS	PMT
33	Ermelo A. Escobiñas	SDO	PDO II	PMT
34	Erison D. Albis	SDO	ADA VI	PMT
35	Jerome A. Javin	SDO	Data Analyst	PMT
36	Dexter C. Cabuyao	SDO	Driver	PMT

Enclosure 2:

Matrix of Activities

Time	Activity		
	Day 1	Day 2	Day 3
8:00 – 8:30	<ul style="list-style-type: none">• Arrival• Registration• Preliminaries<ul style="list-style-type: none">-National Anthem-Prayer-Attendance-Rationale and Objectives-Inspirational Messages-Energizer	Session 5. Translating RMA Data into Action: Planning for Intervention	Session 6. Ensuring Sustainability and Monitoring Progress
8:30 – 10:30	Session 1. Understanding the Context and Purpose of RMA		
10:30 – 10:45	HEALTH BREAK		
10:45 – 12:00	Session 2. Orientation on the Administration Guidelines and Protocols	Session 5. Translating RMA Data into Action: Planning for Intervention	Closing
12:00 – 1:00	LUNCH		
1:00 – 3:00	Session 3. Data Recording, Consolidation, and Validation	Session 5. Translating RMA Data into Action: Planning for Intervention	
3:00 – 3:15	HEALTH BREAK		
3:15 – 5:00	Session 4. Data Analysis and Interpretation of RMA Results	Session 5. Translating RMA Data into Action: Planning for Intervention	