Republic of the Philippines

Department of Education

REGION IV- A CALABARZON

CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

26 November 2026

DIVISION MEMORANDUM
No. 192 s. 2026

PARTICIPATION IN THE SERIES OF CAPACITY-BUILDING AND TECHNICAL ASSISTANCE ACTIVITIES FOR THE SCHOOL TURNAROUND PROGRAM (STAP)

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

1. In reference to the pertinent Regional Memoranda relative to the implementation of the School Turnaround Program (STAP), this Office announces the participation of selected Schools Division Office personnel and identified STAP schools in the following capacity-building and technical assistance activities:

Title of Activity	Venue	Date	Designated Participants from SDO
Capacity-Building Workshop on Revitalized Technical Assistance and SBM Alignment for STAP Leaders	Great Eastern Hotel, Quezon City, Metro Manila	November 17-19, 2026	• Maria Corazon A. Borbon, EPS-SGOD • Geraldine M. Constantino, OIC-EPS, Araling Panlipunan • Select Schools under the STAP Program (see attached Regional Memorandum)
Strategic Technical Assistance of Selected STAP Schools	Eurotel, 453 Alabang-Zapote Road, Las Piñas City, Metro Manila	November 23-26, 2026	• Maria Corazon A. Borbon, EPS-SGOD • Geraldine M. Constantino, OIC-EPS, Araling Panlipunan • Michael M. Safred, School Principal III, Ilasan Integrated School
Conduct of the Intensive Professional	M.I. Sevilla Resort & Events Place	December 2-4, 2026	• Geraldine M. Constantino, OIC-EPS, Araling

Development on Foundational Literacy and Numeracy Intervention Strategies for the STAP			Panlipunan • Select Schools under the STAP Program (see attached Regional Memorandum)

2. The activities aim to strengthen the implementation of the School Turnaround Program (STAP) through enhanced technical assistance mechanisms, alignment of School-Based Management (SBM) practices, and the provision of evidence-based literacy and numeracy intervention strategies to participating schools.

3. Participants are enjoined to actively engage in all sessions and workshops and to ensure the appropriate dissemination and application of the knowledge, skills, and strategies gained from the activities in their respective areas of responsibility.

4. Travel and other expenses of the above-mentioned personnel incurred in connection with their participation in the activity shall be charged against the Division MOOE or local funds, subject to the usual accounting and auditing rules and regulations.

5. Attached herewith is a copy of Regional Memorandum No. 708 s. 2026 and Regional Memorandum No. 748, s. 2026 (FTAD-RM-2026-748) for your reference.

6. Immediate dissemination of and strict compliance with this Memorandum is desired.

For:

CELEDONIO B. BALDERAS JR.
Schools Division Superintendent

By:

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

Encl.: As stated
Reference: RM 708, s. 2026
RM 748, s. 2026
To be indicated in the Perpetual Index
under the following subjects:

SCHOOL-BASED MANAGEMENT
SCHOOL TURNAROUND PROGRAM

CID- participation in the series of capacity-building and technical assistance activities for the school turnaround program (stap)
CIDIPDN7-004046/November 26, 2026

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By: Pao Date: 10/27/26

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

FTAD-RM-2026-708

October 26, 2026

Regional Memorandum
No. 708 s. 2026

CAPACITY-BUILDING WORKSHOP ON REVITALIZED TECHNICAL ASSISTANCE AND SBM ALIGNMENT FOR STAP LEADERS

To: **Schools Division Superintendents**

1. In reference to Republic Act No. 9155[1] Regional Memorandum No. 296, s. 2026[2] The Department of Education (DepEd) Regional Office IV-A CALABARZON, through the Field Technical Assistance Division (FTAD), shall conduct the Capacity Building Workshop on Revitalized Technical Assistance and SBM Alignment for STAP Leaders on November 17-19, 2026. The venue shall be determined taking into consideration accessibility, suitability, and the logistical requirements of the activity to strengthen technical assistance mechanisms to empower school heads as administrative and instructional leaders.

2. In support of the School Turnaround Program (STAP), there is an imperative need to build the capacities of school leaders and composite teams to formulate, implement, and sustain evidence-based and context-responsive interventions. Aligning technical assistance with the core dimensions of School-Based Management (SBM) ensures that decision-making remains decentralized, collaborative, and directly geared toward accelerating school turnaround and raising learner outcomes.

3. The activity aims to build the capacity of selected STAP schools and concerned education personnel to execute effective, data-driven, and sustainable SBM and school-turnaround strategies through revitalized technical assistance with the specific general objectives to:

    a. Strengthen the capacity of school leaders and composite teams to deliver revitalized technical assistance through structured coaching, mentoring, data analysis, and instructional supervision.

[1] Governance of Basic Education Act of 2001
[2] Operational Framework in the Implementation of the School Turn Around Program

[1]Roll-Out of the School Governance Council (SGC) Functionality Assessment Tool for Public Elementary Schools

b. Align School Improvement Plans (SIPs) and Annual Implementation Plans (AIPs) with the 360-day STAP timeline, identified performance gaps, and the core dimensions of SBM.
c. Develop practical, evidence-based interventions addressing governance, instructional leadership, and operational challenges and
d. Establish robust monitoring, evaluation, and accountability mechanisms to ensure progress tracking and program sustainability.

4. The participants in the activity from the SDO shall be composed of the Schools Division Office School-Based Management (SBM) Coordinator; 2 Public Schools District Supervisors; and 2 school principals designated by the SDO while the participants from the Regional Office shall be composed of the Field Technical Assistance Division (FTAD) personnel; and One representative from each Functional Division.

5. Travel and other incidental expenses of field participants shall be charged against the respective local funds or Maintenance and Other Operating Expenses (MOOE), while all expenses related to the conduct of this activity shall be charged against OSEC-4A- 26-04209 subject to existing accounting and auditing laws, rules, and regulations and the availability of funds.

6. For inquiries and clarifications, kindly contact Chief Michael Girard R. Alba of the Field Technical Assistance Division via email at michael.alba@deped.gov.ph or through mobile number 09178882731.

7. Immediate dissemination of and strict compliance with this Memorandum are highly desired.

CARLITO D. ROCAFORT
Director IV

04/ROF2

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By: Pao Date: 11/12/26

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

FTAD-RM-2026-748

11 November 2026

Regional Memorandum
No. 748, s. 2026

CORRIGENDUM AND ADDENDUM TO REGIONAL MEMORANDUM NO. 677, S. 2026

To: **Schools Division Superintendents**

1. In reference to Regional Memorandum No. 677, s. 2026[1], this Office, through the Field Technical Assistance Division (FTAD), hereby issues this Corrigendum and Addendum to clarify and update the venue, official composition of participants, and program flow of the activity.

2. The official venue for the Strategic Technical Assistance of Selected STAP Schools, scheduled on November 23–26, 2026, shall be Great Eastern Hotel, Quezon City, Metro Manila.

3. The participant breakdown indicated in Regional Memorandum No. 677, s. 2026, is hereby modified. The revised composition of participants is provided in Annex A of this Memorandum.

4. The program schedule has been restructured to reflect the expanded participation of School Heads, Regional Functional Division representatives, and Schools Division Office (SDO) teams in all learning modules, workshops, and output-finalization activities. The enhanced program flow is provided in Annex B of this Memorandum.

5. All participants are requested to register through https://bit.ly/StrategicSTAP on or before November 20, 2026.

6. All other provisions of Regional Memorandum No. 677, s. 2026, that are not affected by this Corrigendum and Addendum shall remain in full force and effect.

7. Travel and other expenses incidental to the conduct of this activity shall be charged against the Regional Funds. The corresponding expenses of the

[1] Strategic Technical Assistance of Selected STAP Schools

Schools Division Office (SDO) shall be charged against its local funds, subject in all cases to the usual accounting and auditing rules and regulations.

8. For inquiry, kindly contact Chief Michael Girard R. Alba of the Field Technical Assistance Division via email michael.alba@deped.gov.ph or through mobile number at 09178882731.

9. Immediate dissemination of and strict compliance with this Memorandum are highly desired.

CARLITO D. ROCAFORT
Regional Director IV

04/ROF1

Annex A – List of Participants

Governance Level	Revised Official Composition of Participants	Total Pax
Schools Division Offices (25 SDOs)	• 1 SGOD Education Program Supervisor per SDO • 1 Public Schools District Supervisor (PSDS) per SDO • 1 Outstanding School Head per SDO (determined by SDO)	**75**
Regional Office (RO)	• 1 Representative from each Functional Division • 7 Representatives from Field Technical Assistance Division (FTAD) and Technical Working Group (TWG)	**RO Delegation**

Note: All designated participants are requested to register at the designated portal on or before November 20, 2026.

DEPARTMENT OF EDUCATION
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Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

FTAD-RM-2026-802

November 24, 2026

Regional Memorandum
No. 802 s. 2026

UPDATED TARGETED PARTICIPANTS AND RECALIBRATED PROGRAM OF ACTIVITIES ON THE CONDUCT OF THE INTENSIVE PROFESSIONAL DEVELOPMENT ON FOUNDATIONAL LITERACY AND NUMERACY INTERVENTION STRATEGIES FOR THE STAP

To: **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 693, s. 2026[1],this Office, through the Field Technical Assistance Division (FTAD), announces the updated targeted participants and recalibrated program on the Conduct of the Intensive Professional Development on Foundational Literacy and Numeracy Intervention Strategies for the School Turn Around Program (STAP).

2. The activity shall be held at M.I. Sevilla Resort & Events Place, located at Purok Jasmin, Barangay Domoit, Lucena City, Quezon Province on December 2-4, 2026.

3. The target 103 participants from the field for this three-day professional development activity shall include the targeted School Heads under the School Turnaround Program (STAP), as listed in the attached Annex, together with 25 representative from the Curriculum and Implementation Division (one representative from each SDO), six (6) representatives from the Regional Office Functional Divisions, three (4) members of the Technical Working Group (TWG), and two (2) personnel from the Field Technical Assistance Division (FTAD).

4. All other provisions, guidelines, requirements, and details stipulated in Regional Memorandum No. 693, s. 2026, shall remain valid and in full force and effect.

[1] Conduct of the Intensive Professional Development on Foundational Literacy and Numeracy Intervention Strategies for the School Turnaround Program

Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
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Certificate No. PHP QMS 22 93 0085

5. All participants are expected to bring their own laptops and extension cords, as well as any prescribed medication they may need for the duration of the activity.

6. For further inquiries or clarifications, please contact Chief Michael Girard R. Alba of the Field Technical Assistance Division at 0917-888-2731 or (02) 8682-2114 local 440.

7. Immediate dissemination of and compliance with this Memorandum are hereby enjoined

Digitally signed by
Rocafort Carlito
Dalisay
Date: 2026.11.25
14:12:25 +08'00'

CARLITO D. ROCAFORT
Director IV

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