



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

28 July 2023

DIVISION MEMORANDUM

No. 377 s. 2023

**DIVISION WRITESHOP OF TEACHING AND LEARNING RESOURCES FOR SPED,
ALS, KINDERGARTEN, AND OTHER GRADE LEVEL LEARNERS FOR THE
NATIONAL LEARNING CAMP**

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

1. Pursuant to DepEd Order No. 14, s. 2023, Policy Guidelines on the Implementation of the National Learning Camp (NLC), and Division Memorandum No. 371, s. 2023, Inclusion of Kindergarten, Alternative Learning System (ALS), and Special Needs Education (SNED) in the Implementation of the National Learning Camp, this Office shall conduct the **Division Writeshop of Teaching and Learning Resources for SPED, ALS, Kindergarten, and Other Grade Level Learners for the National Learning Camp**.
2. This activity aims to develop teaching and learning resources for SPED, ALS, Kindergarten, and grades 4, 5, 6, 9, 10, 11, and 12. See Enclosure 2 for writeshop matrix.
3. Participants are the Education Program Supervisors, Master Teachers, select key teachers, and the Technical Working Group (see Enclosure 1). For terms of reference, see Enclosure 3.
4. Immediate dissemination of and strict compliance with this memorandum is desired.


CELEDONIO B. BALDERAS, JR.
Schools Division Superintendent



Brgy. PotoI, Tayabas City



(042) 710-0329 or (042) 785-9615



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Encl.: As stated

Reference: DepEd Order No. 14, s. 2023

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

Alternative Learning System
Kindergarten
Special Needs Education

CID – Division Writeshop of Teaching and Learning Resources for SPED, ALS, KINDERGARTEN, and
other Grade Level Learners for the National Learning Camp
None/July 28, 2023



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Enclosure 1.

Participants to the Division Writeshop of Teaching and Learning Resources for SPED, ALS, Kindergarten, and Other Grade Level Learners for the National Learning Camp

Kindergarten, ALS, and SNED

NO.	NAME	DESIGNATION	SCHOOL
1	Jessa Niña P. De Silva	Kindergarten Teacher III	TECS
2	Hana Lizette T. Labita	Kindergarten Teacher II	TWCS I
3	Michelle Natalie A. Librando	Kindergarten Teacher I	WPES
4	Ayessa P. Losloso	Kindergarten Teacher I	Kalumpang Elementary School
5	Dolor D. Pabelonia	Kindergarten Teacher I	Malaoa-Calantas Elem. School
6	Larmen Joy S. Malto	Kindergarten Teacher I	Lakawan Elementary School
7	Analiza C. Vitto	Kindergarten Teacher I	Ipilan-Alitao Elem. Sch.
8	Angelita G. Velasco	Kindergarten Teacher I	Dapdap Integrated School
9	Emily Camille C. Flores	Kindergarten Teacher I	Dapdap Integrated School
10	Jeanie C. Salvatierra	Kindergarten Teacher III	TWCS I
11	Jomari D. Recto	ALS Teacher II	
12	Roxanne Marie Pernia	ALS Teacher I	
13	Vanessa De Guzman	ALS Teacher I	
14	Loreto Pernia	ALS Teacher II	
15	Leslee V. Edrad	ALS Teacher I	
16	Leanie R. Cabuyao	SNED Teacher II	TECS
17	King Carlo Roces	SNED Teacher I	TECS
18	Rich Ann D. Reyes	SNED Teacher I	Ilasan Integrated School
19	Maria Cathsharel Dela Peña	SNED Teacher I	DIS
20	Loida A. Arceta	SNED Teacher I	KES

ENGLISH

GRADE 1

1. JESSAMAE M. CABRIGA – LAWIGUE ES
2. SHIELA MAY M. BALAMBAN – FROLAN E. LOPEZ ES

GRADE 2

1. DIANNE CHARISH A. CABUYAO – TECS
2. JOHN MENARD R. LAVADIA – ALSAM ES

GRADE 3

1. GLENDA A. CAPISTRANO – LAKAWAN ES
2. MARIBETH A. EGUIA – IPILAN – ALITAO ES

GRADE 4

1. MICHELLE C. ANYAYAHAN – TECS
2. RHEA MARIZ O. LLANERAS – ILASAN ES



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GRADE 5

1. MARISSA R. CAPISTRANO – LAWIGUE ES
2. VIOLETA P. BUNZO – SOUTH PALALE ES

GRADE 6

1. CHRISTINE V. CABUYAO – TWCS I
2. RONEL C. MEDIANISTA – LPIHS

GRADE 9

1. JOSEPHINE C. VILLAVERDE – LPIHS
2. ANA JOY C. ASILO. – RQIHS

GRADE 10

1. ALFONSO V. MABUTING – LPIHS
2. ALLYSA JOY R. GIGANTONI - BANHS

GRADE 11/ 12

1. REGICELLE D. CABAYSA – BANHS
2. FIONA ALEA L. LUBIANO – BANHS

SCIENCE

GRADE 4

1. CESARIO, MARIELL E. (TECS)
2. VELUZ, KARMELA A. (VALENCIA ES)

GRADE 5

3. FLORES, MARIAN O. (TECS)
4. GONZAGA, JEAN ROSE S. (DIS)

GRADE 6

5. MALVAR, ANNABEL B. (TECS)
6. OBIS, KATRENA M. (MALAOA/CALANTAS ES)

GRADE 9

7. CONSTANTINO, GERALDINE M. (LPIHS)
8. VILLAPENA, REYMART P. (WPNHS)

GRADE 10

9. ABUEL, SUSAN J. (LPIHS)
10. ANOSO, MILDRED P. (RQIMNHS)

GRADE 11

11. OBLEA, JOSEFINA P. (LPIHS)
12. RAMOS, WILSON C. (LPIHS)

GRADE 12

13. RAGOS, CHRISTINE
(LPIHS SHS)
14. SAGOCIO, ANGELICA R. (LPIHS SHS)

MATHEMATICS

Grade 4

1. Maria Paz T. Jamilano
2. Flora P. Puchero

Grade 5

1. Esmeralda J. Quesea
2. Mara Concepcion R. Cuadra

Grade 6

1. May Ester M. Rubio
2. Joan Joy J. Eclarin

Grade 9

1. Jacinta R. Abulencia
2. Mylene G. Sefuentes

Grade 10

1. Nelda L. Oabel
2. Ryan R. Sayson

Grade 11

1. Laarni Q. Lachica
2. Jeric M. Mirandilla

Enclosure 2.

Writeshop Matrix

Time	Day 1 2 August 2023	Day 2 3 August 2023	Day 3 4 August 2023
8:00 – 9:00 Preliminaries	National Anthem Prayer CALABARZON March Division Tayabas Hymn Roll Call of Participants Luzviminda Cynthia Richelle F. Quintero EPS, English Opening Remarks Edwin R. Rodriguez Chief Education Supervisor Curriculum Implementation Division Message CELEDONIO B. BALDERAS, JR. Schools Division Superintendent Statement of Purpose/Objectives Jerome A. Chavez EPS, Mathematics Presentation of Matrix Introduction of TWG and PMT Training Orientation and House Rules Michael Leonard D. Lubiano EPS, Science	Nationalistic Song Roll Call Energizer Writeshop Proper	Nationalistic Song Roll Call Energizer Presentation, and Critiquing
9:00 – 10:00	Writeshop Proper	Writeshop Proper	Presentation and Critiquing
10:00 – 10:15	Health Break	Health Break	Health Break
10:15 – 12:00	Continuation of the Writeshop Proper	Continuation of the Writeshop Proper	Presentation and Critiquing
12:00 – 1:00	Lunch	Lunch	Lunch
1:00 – 5:00	Continuation of the Writeshop Proper	Continuation of the Writeshop Proper	Closing



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Enclosure 3.

Technical Working Committee (TWC)

August 2 - 4, 2023

Overall Chairperson:

CELEDONIO B. BALDERAS, JR.

Co- chairpersons:

ANTONIO P. FAUSTINO, JR.

EDWIN R. RODRIGUEZ

IMELDA C. RAYMUNDO

Committee	Person/s In-charge	Terms of Reference
Program Preparation/ Completion Report	Jerome A. Chavez Luzviminda Cynthia Richelle F. Quintero Michael Leonard D. Lubiano	• Prepare Training Design and other Training Package requirements. • Coordinate with SEPS-HRTD on other activity requirements. • Prepare and submit activity completion report (ACR) to SEPS-HRTD
Overall L&D Management including (Logistics)	Luzviminda E. Saldares	• Manages the conduct of L&D. • Analyzes gathered data and information to come up with recommendations for endorsement to SGOD Chief. • Monitors L&D activities. • Prepares and submits complete report (narrative report) to SGOD Chief • Leads the debriefing sessions. • Prepares memo/advisories. • Assists the proponent in the preparation of documentary requirements including but not limited to PR. • Oversees the cleanliness, sanitation, and orderliness in the venue/s . • Conducts on-site inspection of the venue prior to the conduct of the scheduled activities.
QAME	Montano L. Agudilla, Jr.	• Quality Assure the Activity Designs an L&D Package • Prepares evaluation tool and conduct QATAME and gather feedback. • Analyses harvested



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		feedback and recommended solutions and forwards to concerned units/offices.
Medical/First Aid	Mariles F. Contreras Aleli L. Padillo Lailani T. Omlas	- Ensures observance/compliance of health protocols including but not limited to conduct of Triage. - Administers first aid and health services during the event. - Ensure the provision of proper handling, storage and serving of foods and food packs' disposals.
Resource Speakers/ Learning Facilitators	Edwin R. Rodriguez Luzviminda Cynthia Richelle F. Quintero Michael Leonard D. Lubiano Jerome A. Chavez Louie L. Fulleo Joseph Jay U. Aureada Sancho C. Calatrava Mildred Z. Galleno Christian J. Bables Sherwin C. Quesea Generosa F. Zubieta	- Lead/s the discussion of topics - Facilitate/s workshop - Attend/s engages in the debriefing sessions
Support Staff/ICT	Jerome B. Javin	- Take/s pictures from the opening until closing programs. - Ensure/s that registration meals and attendance sheets are properly and completely accomplished. - Assist/s the session facilitators/s in the slide presentation - Ensure/s that sound system and projectors are properly set up. - Manage/s unexpected system glitches.
Registration/ Attendance/ Certificate	Generosa F. Zubieta Mary Margaret C. Quesea	Prepares Certificate of Participation and Appearance for the session speakers/facilitators, TWG members, and participants with complete attendance.