



Republic of the Philippines  
**Department of Education**  
REGION VIII - EASTERN VISAYAS

December 6, 2022

**REGIONAL MEMORANDUM**

No. **1383**, s. 2022

**ADVANCING BASIC EDUCATION IN THE PHILIPPINES (ABC+) PROJECT PROFESSIONAL DEVELOPMENT (PD) PROGRAMS UPSCALING - INSTRUCTIONAL LEADERSHIP TRAINING (ILT) REGIONAL TRAINING OF TRAINERS (RTOT)**

To: Schools Division Superintendents  
All Others Concerned

1. This Office, through the Human Resource Development Division (HRDD), shall conduct the Advancing Basic Education in the Philippines (ABC+) Project Professional Development (PD) Programs Upscaling – Instructional Leadership Training (ILT) Regional Training of Trainers (RTOT) on December 12 to 16, 2022 at Tierra de Milagros Hotel and Resort, Barangay Arado, Palo, Leyte. Check-in time is 2:00 p.m. on December 11, 2022, with dinner as the first meal.
2. The activity aims to (a) capacitate the participants on the content and platform to be used in the Mass Training of School Heads in the Elementary Level; (b) draft research-based and data-driven project initiatives that will improve learning outcomes of the K to 3 learners in the region, Schools Divisions, and schools/learning centers; and (c) form linkages and share with other Schools Divisions and schools/learning centers noteworthy practices aligned with Instructional Leadership principles.
3. The 13 Schools Divisions Offices, through the Human Resource Development Section, in consultation with the Curriculum Implementation Division, shall endorse five (5) participants. The selection shall strictly follow these criteria:
  - must be a School Head in the Elementary Level;
  - must be a recognized NEAP Learning Facilitator by the Central Office or Regional Office (preferred);
  - have had experience as a trainer or a learning facilitator, both face-to-face and online facilitation;
  - with a strong background in the K to 3 curriculum and school operations;
  - with thorough content knowledge and technical background in Early Language and Literacy Development and Early Grade Reading;



- possesses basic computer skills and technical know-how on the use of online platforms (e.g., Zoom, Google Meet, MS Teams, etc.); and
- has good command of English and Filipino languages.

4. The HRD SEPS/EPS II shall email the List of Endorsed Participants to hrdd.region8@deped.gov.ph not later than December 9, 2022. Enclosed are the List of Trainers/Learning Facilitators, the Activity Matrix, and the template for the List of Endorsed Participants for reference.

5. For inquiries, contact Dr. Alejandra B. Lagumbay, Chief of HRDD, through hrdd.region8@deped.gov.ph.

6. Expenses for the board and lodging and training materials of the participants and the traveling expenses of trainers/learning facilitators shall be charged to the Program Support Funds for the Regional Training on the ABC+ Project PD Programs Upscaling while the traveling expenses of the participants shall be charged to School MOOE/Local Fund, subject to the usual accounting and auditing rules and regulations.

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

  
**EVELYN R. FETALVERO, CESO IV**  
Regional Director



Reference/s: Memorandum DM-OUHROD-2022-0184  
Enclosures: As stated

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

ABC+

PD UPSCALING

ILT

RTOT

HRDD- DSS

Enclosure No. 1 to Regional Memorandum No. \_\_\_\_\_, s. 2022

**ADVANCING BASIC EDUCATION IN THE PHILIPPINES (ABC+) PROJECT PROFESSIONAL DEVELOPMENT (PD) PROGRAMS UPSCALING - INSTRUCTIONAL LEADERSHIP TRAINING (ILT) REGIONAL TRAINING OF TRAINERS (RTOT)**

Regional Training of Trainers Core Team			
No.	Name	Office/Station	Position
1	Alejandra B. Lagumbay	RO – HRDD	Chief Education Supervisor
2	Gertrudes C. Mabutin	RO – CLMD	Education Program Supervisor- Early Education
3	Dean Ric M. Endriano	RO – CLMD	Education Program Supervisor- Language/Literacy
4	Jim Albert C. Lagado	RO – ICTU	Information Technology Officer
Regional Training of Trainers Support Team			
1	Rowena T. Vacal	RO – HRDD	Education Program Supervisor
2	Dina S. Superable	RO – HRDD	Education Program Supervisor
3	Mariam G. Aranas	SDO – CID Baybay City	Education Program Supervisor
4	Marck Anthony Suyom	SDO – HRDS Baybay City	Senior Education Program Specialist
5	Josephine Casas	SDO – SGOD Biliran	Education Program Supervisor
6	Ma. Cristy Lyn Meracap	Schools Division of Biliran	School Principal
7	Grace Durano	Schools Division of Biliran	Assistant School Principal
8	Hazel Meneses	Schools Division of Borongan City	School Principal
9	Christopher Salino	Schools Division of Calbayog City	Assistant School Principal
10	Marlon Sayde	Schools Division of Eastern Samar	School Principal
11	Obdulia Quiminales	Schools Division of Easter Samar	School Principal
12	Grace Villanueva	SDO – CID Leyte	Education Program Supervisor
13	Hera Paz Yamson	Schools Division of Leyte	School Principal
14	Erlinda De Lira	Schools Division of Leyte	School Principal
15	Jeffrey Cawaling	Schools Division of Maasin City	School Principal

16	Evelyn Vertudes	Schools Division of Northern Samar	Master Teacher
17	Melissa Bughao	Schools Division of Ormoc City	Public Schools District Supervisor
18	Francis Lucero	Schools Division of Samar	Head Teacher
19	Ma. Gelma Mapatac	Schools Division of Samar	School Principal
20	Allan Rosello	SDO – CID Southern Leyte	Education Program Supervisor
21	Elsie Jane Mantilla	Schools Division of Southern Leyte	Public Schools District Supervisor
22	Maria Lury Lagumbay	Schools Division of Southern Leyte	School Principal
23	Marlon Cainong	Schools Division of Tacloban City	School Principal





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Enclosure No. 2 to Regional Memorandum No. \_\_\_\_\_, s. 2022

**ADVANCING BASIC EDUCATION IN THE PHILIPPINES (ABC+) PROJECT PROFESSIONAL DEVELOPMENT (PD) PROGRAMS  
 UPSCALING - INSTRUCTIONAL LEADERSHIP TRAINING (ILT) REGIONAL TRAINING OF TRAINERS (RTOT)**  
 December 12 – 16, 2022 | Tierra de Milagros Hotel & Resort

**Activity Matrix**

Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5
8:00 - 8:30 a.m.		Preliminaries	Management of Learning	Management of Learning	Management of Learning	Management of Learning
8:30 - 10:30 a.m.		<b>Training Groups:</b> Peter Senge's Characteristics of a Learning Organization	<b>Training Groups:</b> Guidelines in Formulating SMART Goals	<b>Training Groups:</b> Presentation of Proposed Shared Vision and SMART Goals	<b>Training Groups:</b> Qualities of an effective leader Three essential components to a high-quality literacy instructional program Overview on the Domains of	<b>Training Groups:</b> Coaching Cycle Coaching Model



	<p>Literacy</p> <ul style="list-style-type: none"> <li>Balanced Literacy Approach a Framework for Effective Literacy Instruction Language Experience Approach as a strategy for Literacy Development</li> </ul>		<p><b>Training Groups:</b></p> <ul style="list-style-type: none"> <li>Well-being</li> <li>Social Emotional Learning (SEL)</li> <li>Gender Equity and Social Inclusion (GESI)</li> <li>Capacity to Care</li> <li>Growth Mindset</li> <li>Collaborative Problem-Solving</li> </ul>	<p><b>Training Groups:</b></p> <p>Shared Vision Statement on Literacy Leadership</p>	<p><b>Training Groups:</b></p> <p>Project Initiative Plan Content</p>	<p><b>Training Groups:</b></p> <ul style="list-style-type: none"> <li>Gender Equality and Social Inclusion guidelines for learning materials</li> <li>Framework for literacy instruction</li> <li>Language experience approach</li> </ul>	<p><b>Final Consultation for the Final Draft of the Project Initiative Plan</b></p> <p><b>Presentation of the Draft of Project Initiative Plan</b></p>
<p>10:30 a.m.</p>							
<p>-</p>							
<p>12:00 p.m.</p>							

**Lunch Break**

12:00 nn – 1:00 p.m.	Arrival & Registration of Participants	<b>Self-Paced Task:</b> Crafting of Shared Vision <b>Consultation:</b> Shared Vision Task	<b>Workshop:</b> Development of SMART Goals <b>Consultation:</b> SMART Goals Task	<b>Self-paced Work:</b> Revision of Shared Vision and SMART Goals <b>Self-paced Work:</b> Development of Project Initiative Plan	<b>Workshop:</b> Use of Monitoring Checklist <b>Consultation:</b> Finalization of the Draft Project Initiative Plan	Closing Activities
1:00 – 3:30 p.m.						
3:30 – 5:00 p.m.						



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December 12 – 16, 2022

**LIST OF ENDORSED PARTICIPANTS**

Schools Division Office: \_\_\_\_\_

No.	Name	School	Position
1			
2			
3			
4			
5			

Prepared by:

\_\_\_\_\_  
HRD SEPS/EPS II

Noted:

\_\_\_\_\_  
Schools Division Superintendent

