



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

April 24, 2023

**REGIONAL MEMORANDUM**

No. **364**, s. 2023

**PARTICIPANTS TO THE UPSKILLING SCHOOL LEADERS ON INSTRUCTIONAL LEADERSHIP AND SUPERVISION OF MULTIGRADE SCHOOLS**

To: Schools Division Superintendents  
All Others Concerned

1. Pursuant to the attached DM-CT-2023-079 from the Office of the Undersecretary for Curriculum and Teaching dated April 19, 2023 on the Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools (Visayas Cluster) on May 8-12, 2023, Cebu City, this Office, through the Curriculum and Learning Management Division (CLMD), requires the identified participants whose names are found in the enclosure to attend the said training.
2. Other details relative to the conduct of this activity are stipulated in the above-mentioned DepEd issuance.
3. Immediate dissemination of and compliance with this Memorandum are desired.

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

Enclosures: List of Participants to the Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools

References: As stated

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

CURRICULUM

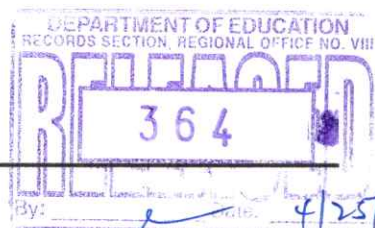
INSTRUCTION

MULTIGRADE

CLMD-ACA



**Address:** Government Center, Candahug, Palo, Leyte  
**Telephone Nos.:** (053) 832-5738  
**Email Address:** region8@deped.gov.ph  
**Website:** https://region8.deped.gov.ph



Enclosure to RM No. 364 s. 2023

## Participants to the Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools

No.	Name	Position	Division
1	Alvin P. Lesidan	School Head	Baybay City
2	Mary Grace N. Tabudlong	School Head	Baybay City
3	Anita Quial	School Head	Biliran
4	Lourd Ricardo Araneta	School Head	Biliran
5	Joyce J. Sabate	School Head	Borongan City
6	Jobert B. Catudio	School Head	Borongan City
7	Maricel P. Alegria	School Head	Calbayog City
8	Herman Veranlo	School Head	Calbayog City
9	Wilfredo Managaysay	School Head	Calbayog City
10	Margie M. Irinco	School Head	Catbalogan City
11	Chelo H. Tan	School Head	Catbalogan City
12	Anniefair M. Boco	School Head	Eastern Samar
13	Lucila Docena	School Head	Eastern Samar
14	Larry Ng	School Head	Eastern Samar
15	Virginia Abunales	School Head	Eastern Samar
16	Denis Aguja	School Head	Leyte
17	Jeorgina Prias	School Head	Leyte
18	Myra T. Marbibí	Head teacher	Leyte
19	Fritzie Lagrimas	Principal	Leyte
20	Abeth Macaldo	School Head	Maasin City
21	Leonel B. Bersabal	School Head	Maasin City
22	Joy Saniano	School Head	Northern Samar
23	Victor Mendieta	School Head	Northern Samar
24	Jenelyn Amante	School Head	Northern Samar
25	Rita Batiles	School Head	Northern Samar
26	Syril Roncales	School Head	Northern Samar
27	Francisco L. Sabulao	Head Teacher	Samar
28	Marilyn V. Babon	Head Teacher	Samar
29	Analiza Estuita	Head Teacher	Samar
30	Nelson B. Ballejos Jr.	Head Teacher	Samar
31	Johnson A. Dacaymat	Head Teacher	Samar
32	Mirasol Gutierrez	School Head	Southern Leyte
33	Arwin Taganas	School Head	Southern Leyte
34	Junelito Orano	School Head	Southern Leyte
35	Thocco Claire Puray	School Head	Southern Leyte

Prepared by:

AMENIA C. ASPA PhD  
Focal Person

Noted:

HARVIE D. VILLAMOR EdD  
Chief, CLMD



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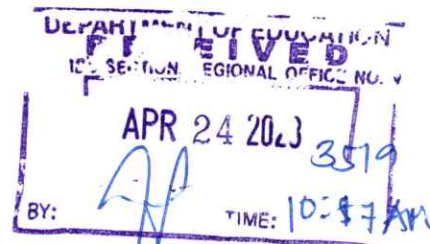
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Republic of the Philippines  
**Department of Education**

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING



**MEMORANDUM**  
**DM-CT-2023-079**

TO : **REGIONAL DIRECTORS**  
Regions I, II, III, IV-CALABARZON, IV-MIMAROPA, V, VI, VII,  
VIII, IX, X, XI, XII, CARAGA, CAR

**THE MINISTER, MINISTRY OF BASIC EDUCATION,  
HIGHER, AND TECHNICAL EDUCATION, BARMM**

FROM : **GINA O. GONONG**  
Undersecretary for Curriculum and Teaching

SUBJECT : **UPSKILLING SCHOOL LEADERS ON INSTRUCTIONAL  
LEADERSHIP AND SUPERVISION OF MULTIGRADE  
SCHOOLS**

DATE : April 19, 2023

The Bureau of Learning Delivery (BLD) through the Teaching and Learning Division (TLD) shall conduct a training-workshop to upskill school leaders on instructional leadership and supervision of Multigrade schools.

This activity aims to equip participants with the knowledge and skills essential to multigrade instruction particularly on the utilization of various multigrade teaching and learning resources, implementation of blended learning modalities, teaching reading, adoption of multigrade instructional strategies and techniques, and school monitoring and evaluation.

The training-workshop shall be conducted by cluster of regions on the specified dates:

No.	Activity and Batch	Date	Venue
1	Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools - Batch 2 (Luzon)	April 24-28, 2023	Axiaa Hotel 135 West Avenue Quezon City
2	Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools - Batch 2 (Visayas)	May 8-12, 2023	<b>To be announced</b>



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3	Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools - Batch 2 (Mindanao)	May 22-26, 2023	<b>To be announced</b>
4	Upskilling School Leaders on Instructional Leadership and Supervision of Multigrade Schools - Cluster 4 of Batch 1	April 24-28, 2023	Axiaa Hotel 135 West Avenue Quezon City

Attached are the Program of Activities and breakdown of participants by region. Participants are expected to be at the venue before the opening program starts at 8:30 a.m. on the first day. Check-out time will be in the morning of the departure day.

Travel expenses and other incidental expenses of the participants shall be charged against 2023 Support Funds for Multigrade Schools (GAA) and 2022 Multigrade Program continuing funds which will be downloaded from the DepEd Central Office to your region, except for BARMM subject to the usual accounting and auditing rules and regulations.

In this connection, select multigrade trainers, writers, and reviewers in the regions are requested as resource speakers. The list of resource speakers are attached as Annex C.

Participants shall adhere to the provisions of DepEd Order (DO) No. 43, s. 2022 *Omnibus Travel Guidelines for All Personnel of the Department of Education*; DO 46, s. 2022 *Amendments to DO 43, s. 2022*; and DO 1, s. 2023 *Revised Designation of Undersecretaries and Assistant Secretaries to their Strands and Functional Areas of Responsibilities and Revised Signing Authorities*, in preparation of their travel requirements.

For queries, please contact the BLD-TLD Multigrade Team through email at [multigrade@deped.gov.ph](mailto:multigrade@deped.gov.ph).

Immediate dissemination and compliance of this memorandum is desired.

Copy furnish:

**ATTY. REVSEE A. ESCOBEDO**  
Undersecretary for Operations



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**Annex A Below is the breakdown of participants by region**

Batch 2 (Luzon)		Batch 2 (Visayas)		Batch 2 (Mindanao)		Batch 1, Cluster 4	
I	15	VI	28	IX	17	IV-B	18
II	13	VII	28	X	17	VI	25
III	13	VIII	35	XI	17	IX	18
IV-A	20			XII	17	X	18
IV-B	12			CARAGA	17	BARMM	8
V	15			BARMM	8		
CAR	15						
<b>Total</b>	<b>103</b>		<b>91</b>		<b>93</b>		<b>87</b>

It is requested that the list of recommended participants from each region be submitted to BLD through [multigrade@deped.gov.ph](mailto:multigrade@deped.gov.ph) a week before the conduct of the training.

To confirm their participation, the participants are requested to register at the designated link below on or before the specified date:

Batch	Registration Link	Date
Batch 2 (Luzon)	<a href="https://bit.ly/UpskillingSchoolLeadersBatch2Luzon">https://bit.ly/UpskillingSchoolLeadersBatch2Luzon</a>	April 21, 2023
Batch 2 (Visayas)	<a href="https://bit.ly/UpskillingSchoolLeadersBatch2Visayas">https://bit.ly/UpskillingSchoolLeadersBatch2Visayas</a>	May 5, 2023
Batch 2 (Mindanao)	<a href="https://bit.ly/UpskillingSchoolLeadersBatch2Mindanao">https://bit.ly/UpskillingSchoolLeadersBatch2Mindanao</a>	May 19, 2023
Batch 4	<a href="https://bit.ly/UpskillingSchoolLeadersBatch4">https://bit.ly/UpskillingSchoolLeadersBatch4</a>	April 21, 2023

The training participants are multigrade school heads and/or principals. Priority is given to school heads who have not been provided with any Multigrade related-training, specifically on instructional supervision and management of Multigrade schools conducted by the Multigrade Team of the DepEd Central Office. It is expected that the trained school heads will in turn train other school heads in their respective divisions.



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**Annex C: List of Resource Speakers**

<b>Name</b>	<b>Position</b>	<b>Division &amp; Region</b>	<b>Assigned Topic</b>
Arabella May Soniega	PSDS	Pangasinan 2, RO I	The Budget of Work for Multigrade Teaching
Rommel Casabar	Principal	Pangasinan 2, RO I	School M & E Adjustment (SMEA)
Romel Costales	EPS	CLMD, RO II	The Philippine MG Schools M&E System
Rex Angel Asuncion	District MG Coordinator	Cagayan, RO II	ICT Enhanced MG-DLP and IMG-LP
Marvin Bolivar	Principal	Pampanga, RO III	Classroom Assessment: An Overview
Michael John Rañada	Principal	Albay, RO V	Integrated MG Lesson Plan Exemplars
Raymundo Salisi	Principal	Albay, RO V	MG Daily Lesson Plan Exemplars
Raymundo Martin, Jr.	Principal	Iloilo, RO VI	Assessment Strategies and Tools
Lourdes Matan	EPS	Calbayog City, RO VIII	Instructional Strategies and Techniques in MG Classes

Office of the Undersecretary for Curriculum and Teaching Email: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)  
Direct Line: ☐ (02) 633-7202 ☐ (02) 687-4146 Fax No.: ☐ (02) 631-5057  
1<sup>st</sup> Floor, Bonifacio Bldg., DepEd Complex, Meralco Avenue, Pasig City

**UPSKILLING SCHOOL LEADERS ON INSTRUCTIONAL LEADERSHIP AND SUPERVISION OF MULTIGRADE SCHOOLS**  
 April 24 - 28, 2023 / Axiata Hotel, Quezon City

**PROGRAM OF ACTIVITIES FOR BATCH 2 - LUZON CLUSTER**

Time	April 24, 2023 (Monday)	April 25, 2023 (Tuesday)	April 26, 2023 (Wednesday)	April 27, 2023 (Thursday)	April 28, 2023 (Friday)
8:00 a.m. - 9:30 a.m.	<b>OPENING PROGRAM</b>	8:00 a.m. - 8:30 a.m. <b>MOL</b>	8:00 a.m. - 8:30 a.m. <b>MOL</b>	8:00 a.m. - 8:30 a.m. <b>MOL</b>	8:00 a.m. - 8:30 a.m. <b>MOL</b>
9:30 a.m. - 10:00 a.m.	Setting of Expectations	8:30 a.m. - 10:30 a.m. <input type="checkbox"/> The Multigrade Budget of Work (MG-BOW) <b>DOMAIN 3: Focusing on Teaching and Learning</b>	8:30 a.m. - 10:00 a.m. <input type="checkbox"/> The Learning Activity Sheets (LAS) <b>DOMAIN 3: Focusing on Teaching and Learning</b>	8:30 a.m. - 10:30 a.m. <input type="checkbox"/> School M&E and Adjustment (SMEA) <b>DOMAIN 1: Leading Strategically</b>	8:30 a.m. - 10:30 a.m. <input type="checkbox"/> The Roles of the School Head as Instructional Leader and Administrative Manager of Multigrade Schools <b>DOMAIN 2: Managing School Operations &amp; Resources</b>
8:00 a.m. - 12:00 nn	10 Minutes <b>BREAK</b>				
10:10 a.m. - 12:00 nn	10:40 a.m. - 12:00 nn <input type="checkbox"/> Overview and Update of the Multigrade Program in Philippine Education (MPPE) <b>DOMAIN 1: Leading Strategically</b>	10:40 a.m. - 12:00 nn <input type="checkbox"/> The Multigrade Daily Lesson Plan (MG-DLP) <b>DOMAIN 3: Focusing on Teaching and Learning</b>	10:10 a.m. - 12:00 nn <input type="checkbox"/> Classroom Assessment <input type="checkbox"/> Assessment Strategies and Tools <b>DOMAIN 3: Focusing on Teaching and Learning</b>	10:40 a.m. - 12:00 nn <input type="checkbox"/> School M&E and Adjustment (SMEA) <b>DOMAIN 1: Leading Strategically</b>	10:40 a.m. - 12:00 nn <input type="checkbox"/> Action Planning <b>DOMAIN 1: Leading Strategically</b>  <b>DOMAIN 4: Developing Self &amp; Others</b>
12:00 nn - 1:00 p.m.	12:00 p.m. - 1:00 p.m. <b>LUNCH</b>				
1:00 p.m. - 1:30 p.m.	<b>ENERGIZER</b>	1:00 p.m. - 1:30 p.m. <b>ENERGIZER</b>	1:00 p.m. - 1:30 p.m. <b>ENERGIZER</b>	1:00 p.m. - 1:30 p.m. <b>ENERGIZER</b>	1:00 p.m. - 1:30 p.m. <b>ENERGIZER</b>
1:30 p.m. - 4:00 p.m.	1:30 p.m. - 4:00 p.m. <input type="checkbox"/> Science of Reading <b>DOMAIN 3: Focusing on Teaching and Learning</b>	1:30 p.m. - 3:30 p.m. <input type="checkbox"/> Integrated Multigrade Lesson Plan (IMG-LP) <b>DOMAIN 3: Focusing on Teaching and Learning</b>	1:30 p.m. - 3:30 p.m. <input type="checkbox"/> Instructional Strategies and Techniques in MG Classes <b>DOMAIN 3: Focusing on Teaching and Learning</b>	1:30 p.m. - 3:30 p.m. <input type="checkbox"/> Multigrade Classroom Observation Tools <b>DOMAIN 3: Focusing on Teaching and Learning</b>	1:30 p.m. - 3:30 p.m. <input type="checkbox"/> Refinement of the Action Plan <input type="checkbox"/> Clearing House <b>DOMAIN 1: Leading Strategically</b>
4:00 p.m. - 5:00 p.m.	4:00 p.m. - 5:30 p.m. <input type="checkbox"/> The Case Studies of Good Practices in Philippine Multigrade Schools <b>DOMAIN 4: Building Connections</b>	3:30 p.m. - 5:30 p.m. <input type="checkbox"/> ICT Enhanced MG-DLP and IMG-LP <b>DOMAIN 3: Focusing on Teaching and Learning</b>	3:30 p.m. - 5:30 p.m. <input type="checkbox"/> The Philippine MG Schools M&E System: An Overview <b>DOMAIN 1: Leading Strategically</b>	3:30 p.m. - 5:30 p.m. <input type="checkbox"/> Tools for Tracking Learning Competencies <b>DOMAIN 3: Focusing on Teaching and Learning</b>	3:30 p.m. - 5:00 p.m. <b>CLOSING PROGRAM</b>
6:30 p.m.	<b>Debriefing</b>	<b>Debriefing</b>	<b>Debriefing</b>	<b>Debriefing</b>	<b>Debriefing</b>