



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

December 1, 2025

**REGIONAL MEMORANDUM**

No. 1635, s. 2025

**ADDITIONAL INFORMATION RELATIVE TO THE WORKSHOP ON THE  
DEVELOPMENT OF CONTEXTUALIZED ASSESSMENT TOOLS FOR  
QUARTERLY TRACKING OF LITERACY PROGRESS**

To: Schools Division Superintendents  
All Others Concerned

1. Pursuant to Regional Memorandum No. 1605, s. 2025 re: Updates on the Workshop on the Development of Contextualized Assessment Tools for Quarterly Tracking of Literacy Progress, this Office, through the Curriculum and Learning Management Division (CLMD), and in coordination with the Leyte Division as the host, announces that said activity on December 3-5, 2025, shall be conducted at the Milka Hotel, Tacloban City
2. As part of the monitoring and evaluation process regarding the use of available literacy assessment tools in the implementation of the ARAL Program, participants are asked to gather experiences and feedback from teachers. These insights will make valuable contributions to the workshop.
3. There shall be a Planning Meeting with the RO Personnel and Resource Persons on December 2, 2025, at 1:00 PM via Google Meet.
4. All other provisions in the above-mentioned Regional Memorandum remain in effect.
5. Immediate dissemination of and compliance with this Memorandum are desired.

**DR. RONELO AL K. FIRMO, CESO IV**  
Asst. Regional Director  
Officer In-Charge  
Office of the Regional Director

Enclosures: Activity Matrix

References: Guidelines on Budget Allocation and Fund Utilization for ARAL  
Program SY 2025-2026

To be indicated in the Perpetual Index under the following subjects:  
ARAL PROGRAM      ASSESSMENT      CRLA

CLMD-GCM



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Enclosure No. 1 to Regional Memorandum No. **1635**, 2025

**WORKSHOP ON THE DEVELOPMENT OF CONTEXTUALIZED  
ASSESSMENT TOOLS FOR QUARTERLY TRACKING  
OF LITERACY PROGRESS**

*December 3-5, 2025  
Milka Hotel, Tacloban City*

<b>December 3, 2025</b>		
<b>Time</b>	<b>Topic</b>	<b>Session Type</b>
<b>Part I: Preliminaries</b>		
3:00 p.m.- 3:15 p.m.	Opening <ul style="list-style-type: none"> <li>Prayer</li> <li>National anthem</li> <li>Introduction of participants</li> <li>Welcome remarks</li> </ul>	Plenary, CLMD Staff
<b>Part II: BoSY CRLA</b> <b>Resource Person:</b> Gertrudes C. Mabutin, EdD. CES, CLMD		
3:15 p.m.- 4:20 p.m.	Overview of CRLA <ul style="list-style-type: none"> <li>Nature and purpose</li> <li>Walkthrough of tools and resources/administration procedure and scoring system</li> <li>Sharing of Insights on the Use of Literacy Tools</li> </ul>	Plenary
<b>December 4, 2025</b>		
<b>Part III: Introduction to Item Development</b> <b>Resource Person:</b> Gertrudes C. Mabutin, EdD. CES, CLMD		
8:00 a.m.- 8:15 a.m.	<ul style="list-style-type: none"> <li>Preliminary</li> </ul>	Plenary, CLMD Staff
8:15 a.m.- 9:00 a.m.	<ul style="list-style-type: none"> <li>Big picture setting</li> <li>General procedures</li> </ul>	Plenary
<b>Part IV: Grade 1 Item Development</b> <b>Resource Person: ROSE MHE D. GADUENA, Cabalaganan ES, Leyte Division</b> <b>Facilitator: DANDY G. ACUIN, EPS-CLMD</b>		
9:00 a.m.- 9:15 a.m.	<ul style="list-style-type: none"> <li>Overview of Grade 1 tool</li> <li>Item development rules <ul style="list-style-type: none"> <li>Task 1 – Letters</li> <li>Task 2 – Letters</li> </ul> </li> </ul>	Plenary
9:15 a.m.- 9:55 a.m.	Item development <ul style="list-style-type: none"> <li>Task 1 – Letters</li> <li>Task 2 – Letters</li> </ul>	Plenary
<b>9:55 a.m.- 10:00 a.m.</b>	<b>Wellness Break</b>	
10:00 a.m.- 10:10 a.m.	Item development rules <ul style="list-style-type: none"> <li>Task 2 – Rhymes</li> </ul>	Plenary
10:10 a.m.- 11:30 a.m.	Item development <ul style="list-style-type: none"> <li>Task 2 – Rhymes</li> </ul>	Breakout



11:30 a.m. - Noon	Presentation of items <ul style="list-style-type: none"> <li>Task 2 – Rhymes</li> </ul>	Plenary
<b>Noon-1:00 p.m.</b>	<b>Lunch</b>	
<b>Part V: Grade 2 Item Development</b> <b>Resource Person: JAYSSON A. ALILITA, Roxas II ES, Calbayog City Division</b> <b>Facilitator/s: GLENDALE LAMISERIA, EPS-CLMD and DANDY G. ACUIN, EPS-CLMD</b>		
1:00 p.m. - 1:15 p.m.	<ul style="list-style-type: none"> <li>Overview of Grade 2 tool</li> <li>Item development rules <ul style="list-style-type: none"> <li>Words</li> </ul> </li> </ul>	Plenary
1:20 p.m. - 3:00 p.m.	Item development <ul style="list-style-type: none"> <li>Words</li> </ul>	Breakout
<b>3:00 p.m.- 3:05 p.m.</b>	<b>Wellness Break</b>	
3:05 p.m. - 3:15 p.m.	Item development rules <ul style="list-style-type: none"> <li>Sentences</li> </ul>	Plenary
3:15 p.m. - 4:15 p.m.	Item development <ul style="list-style-type: none"> <li>Sentences</li> </ul>	Breakout
4:15 p.m. - 4:45 p.m.	Presentation of Grade 2 items <ul style="list-style-type: none"> <li>Words</li> <li>Sentences</li> </ul>	Plenary
<b>Part VI: Debrief</b>		
4:45 p.m. - 5:55 p.m.	<ul style="list-style-type: none"> <li>Question and Answer</li> <li>Reflections</li> <li>Overview of Day 2</li> </ul>	Plenary
4:55 p.m. - 5:00 p.m.	Closing	Plenary

<b>DECEMBER 5, 2025</b>		
<b>Time</b>	<b>Topic</b>	<b>Session Type</b>
<b>Part I: Preliminaries</b>		
8:00 a.m.- 8:10 a.m.	Opening <ul style="list-style-type: none"> <li>Greetings</li> <li>Management of Learning</li> </ul>	Plenary
<b>Part II: Grade 3 Item Development</b> <b>Resource Person: MARY-ANN M. CALUTAN, Hinabangan CES - Samar Division</b> <b>Facilitator: DEAN RIC M. ENDRIANO, EPS-CLMD</b>		
8:10 a.m.- 8:25 a.m.	<ul style="list-style-type: none"> <li>Overview of Grade 3 tool</li> <li>Item development rules <ul style="list-style-type: none"> <li>Words</li> </ul> </li> </ul>	Plenary
8:25 a.m.- 10:00 a.m.	Item development <ul style="list-style-type: none"> <li>Words</li> </ul>	Breakout
<b>10:00 a.m.-10:05 a.m.</b>	<b>Wellness Break</b>	
10:05 p.m. - 10:15 p.m.	Item development rules <ul style="list-style-type: none"> <li>Sentences</li> </ul>	Plenary

10:15 a.m.- 11:30 a.m.	Item development <ul style="list-style-type: none"> <li>• Sentences</li> </ul>	Breakout
11:30 a.m.- -Noon	Presentation of Grade 3 items <ul style="list-style-type: none"> <li>• Words</li> <li>• Sentences</li> </ul>	Plenary
<b>Noon-1:00 p.m.</b>	<b>Lunch</b>	
<b>Part IV: Debrief</b>		
1:00 p.m – 2:30 p.m.	<ul style="list-style-type: none"> <li>• Compilation of Outputs</li> </ul>	
2:30 pm – 3:00pm	<ul style="list-style-type: none"> <li>• Question and Answer</li> <li>• Reflections</li> <li>• Next steps</li> </ul>	Plenary
3:00 p.m. – 3:15 p.m.	Closing	Plenary

Prepared by:

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CES, CLMD