



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF CALBAYOG CITY

DIVISION MEMORANDUM

No. 329 s. 2024

TO : Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public School District Supervisors
School Heads
All Others Concerned

SUBJECT : Live-in Workshop for the Development of Contextualized Teaching and Learning Resource Package for EPP 4 and TLE 7 of MATATAG Curriculum (Quarter 1)

DATE : June 21, 2024

1. This Office, through the Curriculum and Implementation Division- Learning Resources and Management Section (CID-LRMS) shall conduct a Live-in Workshop for the Development of Contextualized Teaching and Learning Resource Package for EPP 4 and TLE 7 of MATATAG Curriculum (Quarter 1), on July 1-3, 2024 at a venue to be announced later. Day 0 is on June 30, 2024 afternoon, is the check-in time is 2:00 PM and the first meal is dinner. This activity is in connection with the preparation of transition learning materials for MATATAG Curriculum in preparation also for the opening of classes for SY 2024-2025 comes July 29, 2024.

2. The activity aims to:
- develop the MATATAG transition learning materials for the assigned subject EPP 4 and TLE 7;
 - finalize and quality assure lesson plans/lesson exemplars, slide decks and activity sheets based on the unpacked MATATAG Curriculum Guide ; and
 - submit the outputs with implementation of all the recommendations/suggestions of the Learning Resource Evaluators/Quality Assurance Team.

3. The Development Team, Training Matrix and Program of Activities are found in Enclosure No. 1-3. All participants shall bring laptop and extension wire.

4. A Service Credit/Compensatory Time Off (CTO) will be granted to all participants who will render overtime services as per DepEd Order No. 53, s. 2003.

5. Travelling and other expenses incurred by the school head participants shall be reimbursable to school MOOE/PTA/or other source of funds, while food and

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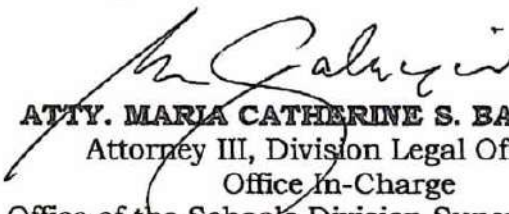
Enclosure

accommodation shall be charged to program fund, all are subject to the usual accounting and auditing rules and regulation.

6. This memorandum serves as **Travel Authority** of the participants.
7. Immediate dissemination of and compliance with this Memorandum are desired.

MARGARITO A. CADAYONA Jr. PhD, CESO VI
OIC - Schools Division Superintendent

For the Schools Division Superintendent:


ATTY. MARIA CATHERINE S. BARANDINO
Attorney III, Division Legal Officer
Office In-Charge
Office of the Schools Division Superintendent



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Enclosure No. 01 of Division Memorandum No. _____ s. 2024

Participants of the Live-in Workshop for the Development of Contextualized Teaching and Learning Resource Package for EPP 4 and TLE 7 of MATATAG Curriculum (Quarter 1)	
Margarito A. Cadayona Jr. PhD, CESO VI	OIC -SDS (Consultant)
Jun-Nilou D. Dulfo PhD	OIC ASDS (Consultant)
Renato S. Cagomoc EdD, DM	CID Chief (Management Team, Chair)
Noel E. Sagayap, DHC	EPS-LR (Member, Management Team)
Arnold M. Jaraba	EPS-EPP/TLE (Member, Management Team)
Erwin L. Purcia DALL	EPS-English (Member, Management Team)/QA-Language
Lourdes L. Matan PhD, DHC	EPS-Filipino (Member, Management Team)/QA-Language
Geraldine P. Sumbise EdD	EPS Designate-ADM (Member, Management Team)/QA-Content Elem
Ma. Teresa S. Simon	PSDS, Calbayog 2 District
Luz T. Uy	Principal III, Bagacay IS (Writer)
Maria Liza T. San Pedro EdD	Head Teacher II, Malaga NHS (Writer)
Enrico G. Tomalon	Head Teacher I, Lapaan IS (Writer)
Nieves C. Javines	Principal II, San Joaquin CES (Writer)
Janice Jose	Head Teacher II, Aslhag ES (Writer)
Maximo T. Pacho Jr.	Head Teacher, Malayog ES (Writer)
Sheryl M. Jean Garcia	Head Teacher, Panoypoy IS (Writer)
Normel Galias	Head Teacher, Cag-olango ES (Writer)
Zarrah Allego	Principal ICagnipa ES (Writer)
Malvin Regulacion	TIC, Cahumpan ES (Writer)
Rona Delos Reyes	Head Teacher, Mag-ubay NHS (Writer)
Robert Ygrubay	TIC, Patong-Happy Valley IS (Writer)
Carlo Doinog	TIC, Himalandrog IS (Writer)
Samuel Repelente	TIC, CADSEV (Writer)

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Date: _____
 Prepared by: _____
 Checked by: _____
 Approved by: _____

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Luz Murillo	Principal I, Oquendo NHS (Writer)
Rowena Oyo-a	Principal I, Accedillo IS (Writer)
Nicolas B. Tarrayo Jr.	Head Teacher, Dawo IS (Writer)
Rolando Lacbo	Principal II, Pilar NAHS (Writer)
Nicolas B. Tarrayo	Head Teacher, Dawo IS (Writer)
Manuel T. Sapinit	Principal I (Illustrator/ Layout Artist)
Jaime E. Sagayap Jr. EdD	Principal III (Illustrator/ Layout Artist)
Lilibeth G. Ortiz	PDO II (TWG)
Beverly C. Longcop	Division Librarian (TWG)

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Enclosure No. 02 of Division Memorandum No. _____ s. 2024

TRAINING MATRIX	
TITLE	LIVE-IN WORKSHOP FOR THE DEVELOPMENT OF CONTEXTUALIZED TEACHING AND LEARNING RESOURCE PACKAGE FOR EPP 4 AND TLE 7 OF MATATAG CURRICULUM (QUARTER 1)
DATE	July 1-3, 2024
VENUE	TBA
TIME	Activities
Day 0 (Sunday) June 30, 2024	
8:00 AM – 12:00 PM	Travel Time
1:00 PM – 2:00 PM	Arrival, Registration, Attendance, Hotel Check-in
2:00 PM – 2:45 PM	Opening Program
2:45 PM – 3:00 PM	Health Break
3:00 PM – 5:00 PM	Social Content Guidelines (Noel E. Sagayap, EPS I - LRMS)
	Copyright Management (Anabelle O. Yangzon, PSDS)
5:30 PM – 6:30 PM	Dinner
Day 1 (Monday) July 1, 2024	
6:30 – 7:45 PM	Breakfast
7:45 AM – 8:00 AM	MOL
8:00 AM - 8:30 AM	Integration of 21 st Century Skills and Contextualization (Noel E. Sagayap, LRMS- EPS)
8:30 AM – 10:00 AM	Tools for Evaluation of LR's (Beverly C. Longcop, Division Librarian)
10:00 AM – 10:15 AM	HEALTH BREAK
10:16 AM – 12:00 PM	Workshop Proper
12:01 PM – 1:00 PM	LUNCH BREAK
1:01 PM – 5:00 PM	Continuation of Workshop
5:30 PM – 6:30 PM	Dinner
Day 2 (Tuesday) July 2, 2024	
6:30 – 7:45 PM	Breakfast
7:45 AM – 8:00 AM	MOL
8:01 AM - 10:00 AM	Continuation of Workshop
10:01 AM – 10:15 AM	HEALTH BREAK
10:16 AM – 12:00 PM	Continuation of Workshop
12:01 PM – 1:00 PM	LUNCH BREAK
1:01 PM – 3:00 PM	Continuation of Workshop / Presentation of Outputs/QA
3:16 PM – 5:30 PM	Continuation of Workshop/Presentation of Outputs/QA

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5:30 PM – 6:30 PM	Dinner
Day 3 (Wednesday) July 3, 2024	
6:30 – 7:45 PM	Preparation of Breakfast
7:45 AM – 8:00 AM	MOL
8:01 AM - 10:00 AM	Continuation of Workshop/Presentation of Outputs/QA
10:01 AM – 10:15 AM	HEALTH BREAK
10:16 AM – 12:00 PM	Continuation of Workshop/Presentation of Outputs/QA
12:01 PM – 1:00 PM	LUNCH BREAK
1:01 PM – 4:30 PM	Finalization of Outputs
4:30 PM – 5:00 PM	Closing Program
<i>Emcee:</i>	Lilibeth G. Ortiz/ Beverly O. Longcop

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Enclosure No. 03 of Division Memorandum No. _____ s. 2024

**LIVE-IN WORKSHOP FOR THE DEVELOPMENT OF CONTEXTUALIZED TEACHING AND
LEARNING RESOURCE PACKAGE FOR EPP 4 AND TLE 7 OF MATATAG CURRICULUM
(QUARTER 1)**

July 1-3, 2024

PROGRAM OF ACTIVITIES

PART I. Opening Program - June 30, 20 24, 2:00 PM

- National Anthem (AVP)
- Prayer (AVP)
- DepEd Calbayog City Hymn (AVP)
- DepEd Quality Policy Statement (AVP)
- Dance Exercise (AVP)
- Checking of Attendance - Beverly C. Longcop, Division Librarian
- Welcome Remarks - Arnold M. Jaraba, EPS I – EPP/TLE
- Rationale - Renato S. Cagomoc EdD, DM, CID Chief
- Inspirational Message - Margarito A. Cadayona Jr., PhD, CESO VI,
OIC SDS

PART II. Workshop Proper - July 1-3, 2024

PART III. Closing Program - July 3, 2024, 4:00 pm

- Nationalistic Song (AVP)
- Prayer (AVP)
- Impressions
 - Elementary Group Representative
 - Secondary Group Representative
- Awarding of Certificates - Margarito A. Cadayona Jr., PhD, CESO VI,
OIC SDS
Renato S. Cagomoc EdD, DM, CID Chief
 - Resource Speakers
 - Participants
- Ways Forward - Noel E. Sagayap DHC, EPS I – LRMS
- Message to Bring Home - Margarito A. Cadayona Jr., PhD, CESO VI,
OIC SDS

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