



Republic of the Philippines  
**Department of Education**  
Region VI - Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

May 05, 2023

**DIVISION MEMORANDUM**  
NO. **199** S. 2023

**ADDITIONAL INFORMATION TO DM NO. 124, S. 2023, TITLED TWO-DAY WORKSHOP ON THE DEVELOPMENT OF SCHOOL CAMPUS NEWSLETTER**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Public Schools District Supervisors  
School Heads of Public Elementary, Secondary and Integrated Schools  
All Concerned

- 1 Relative to Division Memorandum No. 124, s. 2023 titled TWO-DAY WORKSHOP ON THE DEVELOPMENT OF SCHOOL CAMPUS NEWS LETTER, this office is requesting the following to attend a conference for the final editing of SDO Capiz' Official Newsletter "The Valley" on May 06, 2023, 8:00 am to 5:00 pm at Capiz National High School English LRC, Roxas City:**

1. Allen O. Aguirre, HT VI	Capiz NHS
2. Marybeth D. Conlu, MT I	Jagnaya ES
3. Ma. Sarah C. Baes, MT I	FYCNHS
4. Vivian L. Doromal, MT I	Jamindan NHS
5. Leonardo Q. Bayadog, MT I	Capiz NHS
7. Shanika Mae U. Isagan, T I	Capiz NHS
7. Grace D. de Ado, HT II	FYCNHS
8. Marica Nilda Eslabon, T-I	Capiz NHS
9. Francis Russel P. Varon, MT 1	Capiz NHS
10. Philip Jason D. Falcis, T II	Ramon Benjamin NHS
11. Dr. Edwin Jason D. Duenas, MT II	Maayon NHS
12. Mary Ann L. Dieta, MT II	Jagnaya ES
13. Salvador Dale B. Artates, EPS	SDO-Capiz

- 2.** Participants are requested to bring laptops, extension cords and other things necessary.




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3. Strict implementation of precautionary measures consistent with the IATF health protocols must be observed.
4. Travel expenses of the participants shall be charged against the school MOOE, subject to compliance with existing accounting and auditing rules and regulations.
5. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, and personal circumstances that run counter to the principles of equal opportunities.
6. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled Updated Guidelines on the Grant of Vacation Service Credits to Teachers. On the Other Hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
7. Immediate dissemination of this memorandum is desired.

  
**MIGUEL MAC/D. APOSIN EdD, CESO V**  
X Schools Division Superintendent



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DIVISION MEMORANDUM  
NO. 124, s. 2023

01 March 2023

**TWO-DAY WORKSHOP ON THE DEVELOPMENT OF SCHOOL CAMPUS  
NEWSLETTER**

**To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
School Governance and Operations Division  
Public Schools District Supervisors/OIC of the District  
School Heads of Elementary, Secondary and Integrated Schools  
Elementary, Secondary and Integrated School Campus  
Journalism Focal Persons**

1. To ensure that the role and importance of Journalism is harnessed as part of the programs and strategies rooted on the Three -Year Action Plan on the Adoption of the Regional Mantra Road Map for C.Y. 2021-2023 set by the Regional Office, this office will conduct a Two-Day Workshop on the Development of School Campus Newsletter, scheduled on March 25 and 26, 2023. The venue will be announced later.
2. One of the outputs of the participants in this workshop is a draft of the newsletter, "The Valley".
3. Attached are the following enclosures for your guidance.

- |                    |                        |
|--------------------|------------------------|
| a. Enclosure No. 1 | List of Participants   |
| b. Enclosure No. 2 | Facilitators           |
| c. Enclosure No. 3 | Working Committees/TWG |
| d. Enclosure No. 4 | Activity Matrix        |
| e. Enclosure No. 5 | Budget Proposal        |




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4. Strict implementation of precautionary measures consistent with the IATF health protocols must be observed.
5. Travel expenses of the participants shall be charged against the school MOOE, while expenses for venue, food and materials shall be charged against HRTD funds subject to compliance with existing accounting and auditing rules and regulations.
6. Participants and trainers are entitled to service credits in accordance with DepEd Order No. 53, s. 2003 titled: *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. On the Other Hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.
7. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion or other similar factors, and personal circumstances that run counter to the principles of equal opportunities.
8. Immediate dissemination of this memorandum is desired.

  
**MIGUEL MAC D. APOSIN EdD, CESO V**  
Schools Division Superintendent



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**Enclosure No. 1**

**LIST OF PARTICIPANTS**

Participants	Office/District/School	Name
School Campus Journalism Focal Persons (Elementary)	1. Cuartero	Heloise Fanco
	2. Dao	Amalia Magbanua
	3. Dumalag	Lourdes Lesyl F. Melchor
	4. Dumarao	Ma. Lelibeth M. Marcelo
	5. Ivisan	Leah U. Bulan
	6. Jamindan	Lea Mae Benedicto
	7. Maayon	Jonel D. Sembrano
	8. Mambusao East	Zandie Ponce
	9. Mambusao West	Filomena Bonza
	10. Panay	Ma. Rosalie D. Billano
	11. Panitan	Marjolly Alayon
	12. Pilar	Geovaina V. Tebia
	13. Pontevedra	Herlene Oquendo
	14. President Roxas	Roselle D. Carnecer
	15. Sapián	Marie Grace Blanco-Peniano
	16. Sigma	Jocelyn T. Luching
	17. Tapaz East	Xyric Jan G. Andrade
	18. Tapaz West	Jay Loberiza
School Campus Journalism Focal Persons (Secondary)	1. Yating NHS	Mark Jared F. Deinla
	2. Capiz NHS	Marica Nilda Eslabon
	3. Dao NHS	Threemay Bandiola
	4. Panitan NHS	Rosana Catorce
	5. Presentacion Diez NHS	Emilie Arellano
	6. Maayon NHS	Krischel S. Araneta
	7. Tapaz NHS	Hannah Gardose
	8. Marciano M. Patricio NHS	Pebbles Arboleda
	9. Macario Bermejo NHS	Annie Joy Fernandez
	10. Leodegario Deocampo NHS	Julie Ann Marie Corros
	11. Jose Diva Avelino NHS	Chimene Subere
	12. Bungsuan NHS	Vic D. Frofonga
	13. Jamindan NHS	Quinn Nex Lopez
	14. Jagnaya NHS	Cleamarie G. Felix
	15. David Moises MHS	Aiza B. Leccio
	16. Ivisan NHS	Geraly Bentazal
	17. Camburanan NHS	April Joy G. Eslapor
	18. Basiao NHS	Jastine Pearl Ugas
	19. Dulangan NHS	Eddie Dela Cruz



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20. Malonoy NHS	Anamie D. Paro
21. Luis Escutin NHS	Rose Anne Escasolatan
22. Sapián NHS	Aileen May Isiderio
23. East Villaflores NHS	Grace T. Deocampo
24. Feliciano Y. Consing NHS	Jonnas L. Araneta
25. Casanayan NHS	Jocel D. Magallanes
26. San Antonio NHS	Julie Ann Ili
27. San Nicolas NHS	Shella Mae E. Villanueva
28. Mambusao NHS	Emily L. Sibug
29. Commissioner Luis Asis NHS	Marianne Joe B. Denaga
30. Pontevedra NHS	May Ann Dacles
31. Vicente Andaya Sr. NHS	Manilyn O. Revera
32. Putian NHS	Rhunajane P. Llamas
33. Maindang NHS	Aileen T. Fabiana
34. Ramon A. Benjamin Sr. NHS	Philip JasonD. Falcis
35. Felix Balgos NHS	Erwin B. Daliva
36. Lucero NHS	Elymie Pongan
37. Cuartero NHS	Annie G. Dimaala
38. Estefania Montemayor NHS	Lady Ronalyn Contreras
39. Concepcion Castro NHS	Glenda Faenag
40. Ismael B. Orillos FS	Ivan Fetch A. Olandesca
41. Arturo Jugo NHS	Jenky E. Bacero
42. Bagong Barrio NHS	Madonna A. GustiloS
43. Mambusao East NHS	Kathleen M. Laurilla
44. Florentina Degala NHS	Dalene Fe Dice Singe
45. Roxas NHS	Dexter L. Canja
46.Col. Patrocinio Artuz NHS	Stephen F. Gialogo
47.Candelaria NHS	Diana G. Genodia
48. Tapaz NHS	Jomaima De La Cueva
49.Ishmael B. Orillos FS	Ivan Fritch A. Olandesca
50. Deocampo East Villaflores NHS	Glena Grace T. Deocampo
51.Tuburan NHS	Marian Delos Santos
52. Manuel Onato NHS	Aivy Harder
53.Rev. Tomas Conejar NHS	Remjie C. Dayaday
54. Dumalag Central NHS	Mary Claire Samino



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**Enclosure No. 2**

**Facilitators**

1. Ma. Sarah C. Baes	MT-I	Feliciano Y. Consing NHS
2. Leonardo Q. Bayadog	MT-I	Capiz National High School
3. Matybeth D. Conlu	T-I	Jagnaya ES
4. Grace D. de Ado	HT-II	Feliciano Y. Consing NHS
5. Mary Ann L. Dieta	MT-II	Feliciano Y. Consing NHS
6. Vivian L. Doromal	MT-I	Jamindan NHS
7. Shanika Mae U. Isagan	T-I	Capiz National High School
8. Francis Russel P. Varon	MT-I	Capiz National High School
9. Philip Jayson D. Falcis	T-II	Ramon Benjamin Sr. NHS
10. Marynille Joy Dela Cruz	MT-I	Vicente Andaya NHs
11. Dr. Charlie S. Dublon	HT-I	Pontevedra NHS
12. Dr. Edwin Jason Duenas	MT-I	Maayon NHS
13. Miguel Mac D. Aposin, EdD Ces0 V	Schools Division Superintendent	SDO - Capiz
14. Atty. Joseph Ituralde	Attorney - III	SDO - Capiz
15. Sephora M. Roldan	Education Program Supervisor-AP	SDO - Capiz
16. Salvador Dale B. Artates	Education Program Supervisor-English	SDO - Capiz
17. Dr. Segundina F. Dollete	Chief-Curriculum Implementation Division	SDO - Capiz



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**Enclosure No. 3**

**Committees/TWG**

1.Allen O. Aguirre, HT IV	Capiz NHS
2.Jessiemar Diaz, HT I	Cabugao ES
3. Rosemary L. Artates, P-II	Jesus Gonzalo Albana MS
4. Evelyn C. Callar, T-I	FYCNHS
5.Ermie Joy Joaquin, T-III	VANHS
6.Marynille Joy Dela Cruz, MT-II	Vicente Andaya NHS
7.Camille V. Vestidas, T-I	Jagnaya ES
8.Ailyn D. Vergara, T-I	Leodegario Deocampo NHS
9.Marica Nilda Eslabon, T-I	Capiz NHS

**Enclosure No. 4**

**ACTIVITY MATRIX**

March 25, 2023

7:30 – 8:00	Moderator/MC- Ma. Suzette P. Albana, MT-I Arrival/Registration
8:00 – 8:30	Phil. National Anthem: On Air Prayer: On Air Regional Hymn: On Air Capiz Hymn: On Air Welcome Remarks: Salvador Dale B. Artates EPS – English Inspirational Messages: Dr. Segundina F. Dollete Chief-CID Miguel Mac D. Aposin EdD, CESO V Schools Division Superintendent
8:30 – 9:00	Levelling of Expectations Sephora M. Roldan EPS-Araling Panlipunan
9:00 – 10:00	Legal Basis, and School Paper Management Dr. Edwin Jason Duenas, MT I



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10:00-11:00	Research in Campus Journalism Marybeth Conlu, MT-I
11:00-12:00	Development of Campus Journalism Instructional Materials Mary Ann L. Dieta, MT-II
12:00-1:00	Lunch Break
1:00-2:00	Advocacy Journalism Ma. Sarah C. Baes, MT-I
2:00-3:00	Campus Journalism Vlog Vivian L. Doromal, MT-I
3:00-4:00	Mobile Journalism Leonardo Q. Bayadog MT-I
4:00-5:00	Science Discovery Shanika Mae U. Isagan, T-I

March 26, 2023

7:30 - 8:00-	MOL
8:00 - 9:00	Infomercial Grace D. de Ado, HT-I
9:00 - 10:00	Investigative Reporting Francis Russel P. Varon, MT-I
10:00-11:00	Online Publication Philip Jason D. Falcis, T-II
11:00-12:00	Libel and Plagiarism Atty. Joseph Ituralde Attorney III
12:00-1:00	Lunch Break
1:00 - 2:00	The General Editorial Policies of "The Valley" Dr. Charlie S. Dublon, HT-I
2:00-4:00	WORKSHOP/SUBMISSION OF OUTPUTS/QAME
4:00 - 5:00	CLOSING PROGRAMS



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