



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

11 JUL 2025

DIVISION MEMORANDUM

NO. 312 S. 2025

**PANSANGAY NA PAGSASANAY PARA SA MGA GURO NG JUNIOR HIGH SCHOOL
AT SENIOR HIGH SCHOOL NA NAGTUTURO NG FILIPINO NA HINDI MEDYOR**

To: OIC, Office of the Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Heads of Public Integrated, and
Secondary Schools
All Others Concerned

1. The Division of Capiz will conduct a Three-Day Live-In training titled ***Pansangay na Pagsasanay para sa mga Guro ng Junior High School at Senior High School na Nagtuturo ng Filipino na Hindi Medyor*** on August 8-10, 2025. The venue will be announced later.
2. This activity aims to:
 - a. strengthen the pedagogical skills of teachers handling Filipino as a non-major subject;
 - b. deepen their understanding of Filipino language, literature, and culture; and
 - c. provide strategies and resources to enhance instruction and learner engagement.
3. The list of training matrix, participants, resource persons, and facilitators, are found in Enclosure No.1 and 2 respectively.



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Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

4. Expenses for the materials, food and accommodations of the participants, trainers and facilitators shall be charged against the HRTD Fund. Travel expenses and per diems of school participants shall be charged against school MOOE. All expenses relative to the conduct of this activity are subject to usual accounting and auditing rules and regulations.
5. Participants and trainers are entitled to service credits in accordance with DepED Order No. 13, s. 2024 titled: *Revised Guidelines on the Grant of Vacation Service Credits for 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 (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.
6. A walkthrough will be conducted on July 23–24, 2025, which will be attended by the designated resource persons and facilitators.
7. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO

Schools Division Superintendent

Enclosure: As Stated

Reference:

To be indicated in the Perpetual Index under the following subjects

PEDAGOGY

NON-MAJOR

FILIPINO



Republic of the Philippines
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Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ

Enclosure No. 1 to Division Memorandum No. **312**s. 2025

TRAINING MATRIX

TIME	DAY 1	DAY 2	Day 3
7:30-8:30	Arrival & Registration	MOL	MOL
8:31-9:00	Opening Program	Sesyon 4 Filipino sa Piling Larang	Sesyon 8 Pagtuturo sa Paglinang ng Makrong Kasanayan (Pagbasa at Pagsulat)
9:01-10:00	Levelling of Expectations		
10:00-12:00	Sesyon 1 JHS at SHS na Guro	Sesyon 5 Batayang Kaalaman sa Ortograpiyang Pambansa	Sesyon 9 Pagtuturo sa Paglinang ng Makrong Kasanayan (Panonood)
	WRITESHOP		
12:01-1:00	LUNCH		
1:01-3:00	Sesyon 2 Tekstong Impormatibo at Akademiko	Sesyon 6 Masinop na Pagsulat	Sesyon 10 Work Application Plan (WAP)
3:01-5:00	Sesyon 3 Mga Tekstong Biswal at Multimodal	Sesyon 7 Pagturo sa Paglinang ng Makrong Kasanayan (Pakikinig at Pagsasalita)	Closing Program



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SCHOOLS DIVISION OF CAPIZ

RESOURCE PERSONS

Rolando B. Jamora	OIC, Chief Education Supervisor, CID
Merlie J. Rubio	Education Program Supervisor-Filipino
Leonardo Bayadog	Head Teacher 6- Capiz NHS
Grace Deado	Head Teacher 1, Feliciano Consing NHS
Kyle Bonilla	Head Teacher 3- Sapián NHS
Emmanuel Espanola	Head Teacher 3-Jose Diva Avelino Jr. NHS
Josephine Daradar	Head Teacher 3-Pontevedra NHS
Analie Odick	Head Teacher 3-Ivisan NHS
Gemma Obsiana	Master Teacher 2- CLANHS
Susan Quistadio	Master Teacher 2-Vicente Andaya Sr. NHS
Lilibeth Meliton	Teacher 3-Felixberto Dicon IS

FACILITATORS

Ashly Ocaso	Sapián NHS
Andrea Nicole Araña	Capiz NHS
Aname Undaloc	Capiz NHS
Joshua Jade J. Rubio	Vicente Andaya Sr. NHS



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Enclosure No. 2 to Division Memorandum No. 312 s. 2025

LIST OF PARTICIPANTS

	PAARALAN	Junior High School	Senior High School	TOTAL
1	Feliciano Yusay Consing NHS	1	0	1
2	Capiz NHS	5	1	6
3	Col. Patrocinio Artuz NHS	0	1	1
4	Comsr. Luis R. Asis NHS	2	0	2
5	Dao NHS	2	0	2
6	David Moises NHS	0	2	2
7	Dulangan NHS	1	1	1
8	Dumalag Central NHS	1	0	1
9	East Villaflores NHS	2	0	2
10	Florentina Degala NHS	2	1	3
11	Jagnaya NHS	0	3	3
12	Maindang NHS	0	2	2
13	Mambusao East NHS	0	1	1
14	Marciano Patricio NHS	2	3	5
15	Panitan NHS	2	1	3
16	Presentacion Diez Gregorio NHS	0	1	1
17	Ramon A. Benjamin Sr. NHS	0	0	0
18	San Antonio NHS	1	2	3
19	Tapaz NHS	2	1	3
20	Tuburan NHS	1	0	1
21	Vicente Andaya Sr. NHS	0	1	1
22	Yating NHS	1	0	1
23	Aglalana Integrated School	4	0	4
24	Bilao Integrated School	2	0	2
25	Bula Integrated School	1	0	1
26	Dr. Laureano R. Frial Integrated School	1	0	1
27	Eleodoro J. Ponsaran IS	2	0	2
28	Tinigban Integrated School	3	0	3
	TOTAL	38	21	59