



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

01 OCT 2025

**DIVISION MEMORANDUM**

No. 485, s. 2025

**VIRTUAL COORDINATION CONFERENCE OF RESOURCE PERSONS  
AND MEMBERS OF THE PROGRAM MANAGEMENT TEAM FOR THE  
TRAINING- WORKSHOP FOR GRADE 7 ENGLISH TEACHERS ON LITERACY-  
FOCUSED APPROACHES AND STRATEGIES IN LANGUAGE INSTRUCTION**

**TO:** Assistant Schools Division Superintendent  
Chief Education Program Supervisors (CES)/OIC CES  
Education Program Supervisors  
Public Schools District Supervisors  
Heads of Public Elementary, Secondary and Integrated Schools  
All Others Concerned

1. Relative to Division Memorandum No. 468, s. 2025 titled **Training-Workshop for Grade 7 English Teachers on Literacy-focused Approaches and Strategies in Language Instruction**, this Office, through the Curriculum Implementation Division will conduct a virtual coordination conference among resource persons and members of the Program Management Team on October 7, 2025, 1:00 in the afternoon, onwards via MS Teams. Link will be provided among participants.
2. This activity aims to:
  - a. ensure that each resource person and PMT member understands this/her specific tasks and contributions during the training-workshop, including session facilitation, documentation, technical support, and monitoring;
  - b. review and confirm the training-workshop schedule, session objectives, and literacy-focused strategies to be presented, ensuring alignment with curriculum standards and the needs of Grade 7 English teachers, and
  - c. set up clear communication channels and contingency plans for technical issues, participant concerns, or schedule adjustments during the actual training-workshop.



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3. List of participants to the said activity is found in Enclosure No. 1.
4. Immediate dissemination of and compliance with this Memorandum are desired.

  
**ROEL F. BERMEJO**  
Schools Division Superintendent

Enclosure: As stated

Reference: None

To be included in the Perpetual Index

Under the following subjects:

TEACHERS

CURRICULUM

CONFERENCE



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Enclosure No. 1, Division Memorandum No. 485 s. 2025

**List of Participants**

Name	Role	School/Office
Salvador Dale B. Artates	Resource Person	CID, SDO- Capiz
Edwin Jason D. Dueñas PhD	Resource Person	CID, SDO- Capiz
Fatima L. Escuton PhD	Resource Person	Lucero NHS, Jamindan
Jonel D. Sembrano	Resource Person	Maayon ES, Maayon
Divina Natividad F. Quiachon	Resource Person	Maayon NHS, Maayon
Mary Chris Q. Ibañez	Resource Person	Vicente Andaya, Sr. NHS- Sigma
Christian B. Dellota	Resource Person	Pontevedra NHS, Pontevedra
Nashrudin Roxas PhD	Resource Person	Jose Diva Avelino NHS, Pontevedra
Ma. Sarah C. Baes	Resource Person	Feliciano Yusay Consing NHS, President Roxas
Ermie Joy Joaquin	Resource Person	Vicente Andaya, Sr. NHS- Sigma
Rosemary Artates	Lead of the Secretariat	Panitan ES- Panitan
Jessiemar Diaz	Secretariat	Tinigban IS- Panitan
Evelyn S. Callar	Technical Lead	Feliciano Yusay Consing NHS- President Roxas
Ailyn Vergara	Technical Support	Leodegario Deocampo Sr. NHS- Panitan
Maricel Quiachon	Lead Documenter	Sapian NHS- Sapian