



Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF CAPIZ

**DIVISION MEMORANDUM**

No. **230** s. 2026

JUN 04 2026

**DIVISION TRAINING WORKSHOP ON LEADING WITH IMPACT: EMPOWERING  
MULTIGRADE SCHOOL LEADERS**

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

1. The Division of Capiz will conduct a Division Training Workshop on Leading With Impact: Empowering Multigrade School Leaders on August 5-7, 2026. The venue will be announced later.
2. Specifically, this training workshop aims to:
  - a. capacitates the participants in the MPPE Curriculum implementation and identify the elements of effective MG Instructional delivery;
  - b. reinforce the knowledge and understanding of the MPPE monitoring and evaluation system among untrained school heads;
  - c. integrates the usage of technology in tracking learners whereabouts and risk of dropping out;
  - d. provides technical assistance in tracing the whereabouts of school age children.
3. The list of program management team, resource persons, participants and training matrix are found in Enclosures No.1 and 2, respectively.
4. Expenses for the materials, food and accommodations of the participants and resource persons shall be charged against the PSF -MG RO-6-25-02136. Travel expenses and per diems of participants shall be charged against school MOOE.



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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. Walkthrough will be conducted on August 4, 2026, which will be attended by the designated resource persons and selected program management team.
7. This Memorandum serves as Authority to Travel of all Participants.
8. 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

TRAINING    WORKSHOP    MONITORING    PEDAGOGICAL



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Enclosure number 1 – Division Memorandum No. 230s. 2026

**DIVISION PROGRAM MANAGEMENT TEAM, MONITORING  
TEAM AND RESOURCE PERSONS**

<b>ROLE</b>	<b>NAME</b>
<b>Overall Program Lead</b>	Dr. Roel F. Bermejo Dr. Luz U. Banson
<b>Program Manager</b>	Dr. Ruth C. Gervero
<b>Learning Manager</b>	Alan Vincent B. Altamia
<b>Lead Welfare Officer</b>	Dr. Dionirose L. Duron
<b>Welfare Officers</b>	Andy Artates
<b>Lead M and E</b>	Ronald D. Dile
<b>Logistic Officers</b>	Immaculada Amores
<b>Secretariat</b>	Elma G. Satunero
<b>Technical Support</b>	Dr. Isidro Oliveros
<b>Lead Documenter</b>	Mary Grace Bunda

**MONITORING TEAM**

<b>NAME</b>	<b>OFFICE/DISTRICT</b>
Dr. Reynaldo Azcarraga	SDO
Zaldy Caalam	SDO
Glenda Gervero	Tapaz East District
Dr. Ma. Theresa Villagracia	SDO
Dr. Fe Bañez	SDO
Dr. Calin Bernales	SDO
Dr. Judith P. Tu	SDO

**RESOURCE SPEAKERS**

<b>NAME</b>	<b>OFFICE</b>
1. Ruth C. Gervero	SDO
2. Dr. Merlie J. Rubio	SDO
3. Dr. Lalain E. Delos Santos	SDO
4. Dr. Merlie J. Rubio	SDO
5. Sol L. Blanco	SDO
6. Charlyn Benjamin	SDO
7. Manilyn Castillon	SDO
8. Dr. Isidro P. Oliveros	Capiz NHS
9. Dexter Ferasol	Tapaz East District



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**MULTIGRADE SCHOOL COORDINATORS/SCHOOL HEADS**

No.	Name	District
1	Ruth Diamante	Cuartero
2	Milagros Derayo	Dao
3	Maricel Demateo	
4	Imelda Andoy	Dumarao
5	Ivy Simeros	
6	Carsolita Hallarda	
7	Rolly Andrada	Ivisan
8	Sandra Fabella	Jamindan
9	Eda V. Santiago	
10	Shella Dela Torre	
11	Erna Francisco	
12	Norliza Victoriano	Mambusao East
13	Joana Aguirre	
14	Richel Javedra	
15	Janet Ledesma	Mambusao West
16	Narcisa Villorente	
17	Aries Lacson	Panay
19	Raymunda Villaraiz	
20	Marylou Justo	
21	Marivic Barera	Pontevedra
22	Henjie Celoso	
23	Riza Dadivas	Panitan
24	Melda Dacles	
25	Garry Hubahib	Pilar
26	Jaide Bantay	
27	Grace De ado	Pres.Roxas
28	Art Escocia	
29	Victor Lara	
30	Jeniel Opanto	Sapian
31	Gina Openiano	
32	Neneth Jeremias	Sigma
33	Mariquita David	
34	Mary Joy Fernandez	Tapaz East
35	Amie Alivio	
36	Welmar Almeo	
37	Rosalie Olog	



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38	Claudio Paderes	Tapaz West
39	Marlyn Gardose	
40	Rowe Onato	



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Enclosure Number 2- Division Memorandum No. 230 s.2026

**PROGRAM MATRIX**

**TITLE: DIVISION TRAINING WORKSHOP ON LEADING WITH IMPACT: EMPOWERING MULTIGRADE SCHOOL LEADERS**

**AUGUST 5-7, 2026**

<b>Time</b>	<b>Day 1 August 5, 2026</b>	<b>Day 2 August 6, 2026</b>	<b>Day 3 August 7, 2026</b>
7:30-8:00 AM	<b>Preliminary Activities</b> <ul style="list-style-type: none"><li>• Registration</li><li>• Pre-test Evaluation</li></ul>		
8:00- 8:30 AM	<b>Opening Program</b> <ul style="list-style-type: none"><li>• Lupang Hinirang</li><li>• Prayer</li><li>• Panunumpa ng Lingkod Bayan</li><li>• DepEd Quality Policy</li></ul>	<b>Preliminary Activities</b> Management of Learning	<b>Preliminary Activities</b> Management of Learning



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	<ul style="list-style-type: none"><li>• Bagong Pilipinas Hymn</li><li>• Bagong Pilipinas Oath</li><li>• Welcome Remarks</li><li>• Inspirational Message</li><li>• Rationale/Statement of Purpose</li><li>• Presentation of PMT, Resource Speakers, TWG, Participants</li><li>• House Rules for the Training Workshop</li><li>• Leveling of Expectations</li></ul>		
8:30-10:00AM	<p><b>Overview and Update of the Multigrade Program Philippine Education</b></p> <p>Resource Speaker: <b>DR. RUTH C. GERVERO</b> EPS – SPED/ALS/MG</p>	<p><b>Tool for Tracking Competencies Covered</b></p> <p><b>DEXTER FERASOL</b> Principal Resource Speaker:</p>	<p><b>Creating Technology in Tracing/Tracking Learners Whereabouts</b></p> <p>Resource Speaker: DR. ISIDRO P. OLIVARES</p>
10:00 10:30 AM	HEALTH BREAK		



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10:30-12:00 NOON	<b>Philippine Multigrade Monitoring and Evaluation System</b> <b>DR. LALAIN DE LOS SANTOS</b> PSDS Resource Speaker:	<b>Mapping Learners' Whereabouts</b> <b>DR. MONICA ANONoy</b> HT III Resource Speaker:	: CONTINUATION
12:00-1:00PM	LUNCH		
1:00-3:00 PM	<b>Understanding of Monitoring and Evaluation</b>  Resource Speaker: <b>CHARLYN BENJAMIN</b> Principal I	<b>Multigrade Classroom Observation Tool</b>  <b>SOL L. BLANCO</b> HT III Resource Speaker:	<b>Guidelines on the Implementation of the Three Term School Calendar in Basic Education ( Multigrade Class Program)</b>  Resource Speaker: <b>DR. MERLIE RUBIO</b> EPS Filipino
3:00 – 5:00 PM	<b>Performance Dashboard for Multigrade Schools</b>  Resource Speaker: <b>MANILYN CASTILLON</b>	<b>Contextualization of Multigrade Teaching and Learning</b>	Ways Forward <b>DR. RUTH C. GERVERO</b> EPS – SPED/ALS/MG  Closing Program



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	TIC	<b>DR. LALAIN DE LOS SANTOS</b> PSDS Resource Speaker:	
Officer of the Day			



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