



Republic of the Philippines
Department of Education
Region VI – Western Visayas
SCHOOLS DIVISION OF CAPIZ
Banica, Roxas City

28 JUL 2026

DIVISION MEMORANDUM

No. 329, s. 2026

**2ND ADDENDUM TO DIVISION MEMORANDUM NO. 293, S. 2026 TITLED
ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 230, S.
2026 TITLED DIVISION TRAINING WORKSHOP ON LEADING WITH
IMPACT: EMPOWERING MULTI-GRADE SCHOOL LEADERS**

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

1. In reference to **Division Memorandum No. 293, s. 2026** titled **Additional Information to Division Memorandum No. 230, s. 2026 Titled Division Training Workshop on Leading with Impact: Empowering Multi-grade School Leaders**, please be informed that the date will be changed to **August 25-27, 2026** instead of August 5-7, 2026.
2. Furthermore, **Jonalyn Tubola** from Wright ES of Tapaz East district will serve as member of the Technical Working Group (TWG).
3. Other provisions of the aforementioned Memorandum remain in effect.
4. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO
Schools Division Superintendent

Enclosure: As Stated

Reference: As Stated

To be indicated in the Perpetual Index
Under the following subjects

MULTI-GRADE

TRAINING

TEACHERS



Address: Banica, Roxas City
Contact Number: (036) 651-8454
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Website: <http://depedcapiz.ph>



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DIVISION MEMORANDUM

No. 293, s. 2026

**ADDITIONAL INFORMATION TO DIVISION MEMORANDUM NO. 230, S.
2026 TITLED DIVISION TRAINING WORKSHOP ON LEADING WITH
IMPACT: EMPOWERING MULTI-GRADE SCHOOL LEADERS**

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

1. In reference to **Division Memorandum No. 230, s. 2026** titled **Division Training Workshop on Leading with Impact: Empowering Multi-Grade School Leaders**, please be informed that the venue will be at **Circulo Convention Center Inc.**
2. Other provisions of the aforementioned Memorandum remain in effect.
3. Immediate dissemination of this Memorandum is desired.

ROEL F. BERMEJO

Schools Division Superintendent

Enclosure: As Stated

Reference: As Stated

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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 E. 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**

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

MONITORING TEAM

NAME	OFFICE/DISTRICT
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

NAME	OFFICE
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 Dadvias	Panitan
24	Melda Dacles	Pilar
25	Garry Hubahib	
26	Jaide Bantay	Pres. Roxas
27	Grace De ado	
28	Art Escocia	Sapian
29	Victor Lara	
30	Jeniel Opanto	
31	Gina Openiano	Sigma
32	Neneth Jeremias	
33	Mariquita David	Tapaz East
34	Mary Joy Fernandez	
35	Amie Alivio	
36	Welmar Almeo	
37	Rosalie Olog	



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38	Claudio Paderes	Tapaz West
39	Marilyn 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

Time	Day 1 August 5, 2026	Day 2 August 6, 2026	Day 3 August 7, 2026
7:30-8:00 AM	Preliminary Activities • Registration • Pre-test Evaluation	Preliminary Activities Management of Learning	Preliminary Activities Management of Learning
8:00- 8:30 AM	Opening Program • Lupang Hinirang • Prayer • Panunumpa ng Lingkod Bayan • DepEd Quality Policy	Preliminary Activities Management of Learning	Preliminary Activities Management of Learning



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8:30-10:00AM	• Bagong Pilipinas Hymn • Bagong Pilipinas Oath • Welcome Remarks • Inspirational Message • Rationale/Statement of Purpose • Presentation of PMT, Resource Speakers, TWG, Participants • House Rules for the Training Workshop • Leveling of Expectations	Tool for Tracking Competencies Covered DEXTER FERASOL Principal Resource Speaker:	Creating Technology in Tracing/Tracking Learners Whereabouts Resource Speaker: DR. ISIDRO P. OLIVARES
10:00 10:30 AM	Overview and Update of the Multigrade Program Philippine Education Resource Speaker: DR. RUTH C. GERVERO EPS – SPED/ALS/MG	HEALTH BREAK	





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



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	TIC	DR. LALAIN DE LOS SANTOS PSDS	
Officer of the Day		Resource Speaker:	



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