



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

OFFICE MEMORANDUM

SGOD-2024- 785

To : **TITA S. HERAMIZ** – School Head, Domingo V. Abawag, Sr. ES

Subject : **CORRIGENDUM TO DIVISION MEMORANDUM SGOD 2024-372
RE: SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON
MATATAG CURRICULUM**

Date : June 26, 2024

In reference to the enclosed DM-SGOD No. 372, S.2024 with the same title above, the Office hereby informs you of the inclusion of:

**Ms. KARYL A. EVARRETTA
ADAS III**

in the SBTT on MATATAG Curriculum scheduled on July 1-5, 2024, as replacement of Mr. RUBEN EVARRETTA, in the list of QAME Associates. Likewise, Ms. Evarretta is hereby directed to participate in the aforementioned activity.

All other provisions of RM QAD-2024-002 remain in effect.

Immediate dissemination of this Memorandum is earnestly enjoined.

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
OIC, Schools Division Superintendent

6/26/24

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED
24-127708

DATE: JUN 28 2024 TIME: 4:53 P

BY: *[Signature]*

Enclosed: As stated.
SGOD/smm&e/cuy



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

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OFFICE MEMORANDUM

SGOD-2024-_____

To : **TITA S. HERAMIZ** – School Head, Domingo V. Abawag, Sr. ES

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RE: SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON
MATATAG CURRICULUM**

Date : June 26, 2024

In reference to the enclosed DM-SGOD No. 372, S.2024 with the same title above, the Office hereby informs you of the inclusion of:

**Ms. KARYL A. EVARRETTA
AO II**

in the SBTT on MATATAG Curriculum scheduled on July 1-5, 2024, as replacement of Mr. RUBEN EVARRETTA, in the list of QAME Associates. Likewise, Ms. Evarretta is hereby directed to participate in the aforementioned activity.

All other provisions of RM QAD-2024-002 remain in effect.

Immediate dissemination of this Memorandum is earnestly enjoined.

MELANIE P. ESTACIO, PhD, CESO VI
OIC, Schools Division Superintendent

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Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT

DIVISION MEMORANDUM

SGOD-2024- 472

To: : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisors
Education Program Supervisors
Public School Heads
Concerned Public School Teachers
Concerned SDO Personnel
All Others Concerned

Subject : **SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON MATATAG CURRICULUM**

Date : June 20, 2024

In pursuing any form of change in the basic education curriculum, it is imperative to understand the current context and setting. Doing so will allow the Department to recognize the existing and expected realities and, consequently, adopt appropriate measures to realize its vision, hence making the MATATAG Curriculum responsive and attuned to the dynamic changes that come into play in the society. In pursuing any form of change in the basic education curriculum, it is imperative to understand the current context and setting (DepEd MATATAG Shaping Paper). Thus, **School-Based Training of Teachers (SBTT) on the MATATAG Curriculum Teachers** will be conducted on **July 1-5, 2024 at Crisbelle Crown Center, Digos City.**

Attached are the following for ready references:

- Enclosure 1: List of Trainers
- Enclosure 2: Program Management Team
- Enclosure 3: List of Participants (Teachers)
- Enclosure 4: Program of Activities
- Enclosure 5: Opening Program
- Enclosure 6: Breakout Sessions/Classes

Lunch, morning and afternoon snacks, and training kits of the participants will be charged to HRD Downloaded Funds while transportation expenses will be charged to school MOOE/ HRD Funds. Both funds are subject to the usual accounting rules and regulations.

In addition, as per DepEd Order No. 53, 2003 and CSC and DBM Joint Circular No. 2, s. 2004, teaching and non-teaching personnel shall be given service credits and Compensatory Time-Off (CTO) for services rendered during holidays or weekends specifically on July 1, 2024.

Enclosed: As stated
SGOD/rbd




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Logistical arrangements and printing of activity sheets at the venue of the Class Managers will be conducted on June 28, 2024 (Friday) at 8:00am-12:00nn and 2:00pm-5:00pm.

Immediate dissemination and strict compliance of this Memorandum is desired.


MELANIE P. ESTACIO
OIC-Schools Division Superintendent 

JepEd Schools Division of Digos City
RECEIVED
24-123318
DATE: JUN 20 2024 TIME: 4:38 pm
BY: 

Enclosed: As stated
SGOD/rbd



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Enclosure 2: Program Management Team

NAME OF PERSONNEL	OFFICE	ROLE	TERMS OF REFERENCE
Melanie P. Estacio	OSDS	Overseer/Trainer	To oversee and direct that the implementation is in order and properly executed from pre-implementation, implementation, and post-implementation) To facilitate sessions
Maria Genevieve T. Francisquete	OSDS	Overseer/Trainer	
Beverly S. Daugdaug	CID	Overseer/Trainer	
Sollie B. Oliver	SGOD	Overseer	
Joan M. Niones	CID	CID Focal Person-MATATAG	To coordinate with the HRD in the preparation before, during, and after the training To lead the daily debriefing
Ronald B. Dedace	SGOD	Program Manager/ Class Manager	To lead in the coordination meeting/planning with the CID and other involved offices in the preparation of the DTOT and SBTT. To prepare the documentary requirements for the process and approval of the conduct of DTOT and SBTT. To submit the approved date of conduct for DTOT and SBTT to NEAP-R/HRDD. To upload the physical and financial targets and accomplishments in the PMIS
Janice S. Alquizar		Program Manager/Class Manager	
Reyzen O. Monserate Cecile C. Uy	SGOD	Monitoring and Evaluation/QAME	To conduct/facilitate and analyze the data in the Levels 1 and 2 of Evaluation (Reaction and Learning) To prepare and submit the Program Completion Report, Program Completion Report Enclosures, and Participants' Profile 10 working days after the conduct of the DTOT and SBTT

Eleser Mateo	CID	QAME	To process the data of the daily evaluation To monitor the daily operations of each class
Regie Clemente	Admin		
Juvy Cardines			
Jose Israel Maravilles	SGOD		
Charles Robin Ramos	SHSDC		
Ruben Evarretta	SDO		
Bernadette Pagayon			
Johannes Sabio	DiCNHS		
Ferdinand Magdadaro	Don Mariano Marcos ES		
Wellisa Melca	DiCNHS		
Jay Mark Alocelja Lee Wilson Precellas	Don Mariano Marcos ES		
Thonver Sampaga	Kapatagan NHS		
Danica Acedilla			
Day 1: Joel Gomito, Irene Dandoy	SGOD	Nurse-On-Duty	To serve as medic on board
Day 2: Frances Millecent Durano, Kristine Marie Bejarin			
Day 3: Daissy Jane Sanoy, Dhelmie Christine Peñas			
Day 4: Hazel Marie Escabillas, Irene Dandoy			
Day 5: Joel Gomito, Dhelmie Christine Peñas			