



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

Office of the Schools Division Superintendent

**DIVISION MEMORANDUM**

CID-2024-249

To : SGOD and CID Chiefs  
 President/School Heads/Principals of Private Elementary and Secondary Schools  
 Private Schools Focal Person  
 SEPS-HRDD  
 QAME Head  
 Selected School Heads of Elementary and Secondary Public Schools  
 Selected Teachers of Elementary and Secondary Public Schools  
 All Others Concerned

Subject : **TRAINING OF SCHOOL PRINCIPALS AND TEACHERS OF PRIVATE SCHOOLS ON MATATAG CURRICULUM AND PREPARATORY ACTIVITY**

Date : July 8, 2024

The Department of Education, with the Assessment Curriculum and Technology Research Centre (ACTRC), has undertaken the process of reviewing the intended curriculum in order to verify claims about and solve existing gaps in the document. As a result, the Shape of MATATAG Curriculum is therefore crafted to communicate the process behind the curriculum review and revision, and more importantly, set the future direction and provide a basis for developing the shaping papers for each learning area. With this, the necessity to capacitate School Leaders and Teachers is to put on notice to ensure acquisition of substantial knowledge, resources, and elements to arrive at grasping mastery of the MATATAG Curriculum implementation.

Furthermore, DepEd Regional Office requires private schools to submit Affidavit of Undertaking that for School Year 2024-2025, they shall implement the MATATAG Curriculum for Kindergarten, Grades 1, 4 and 7. In order to assist private schools for the compliance of this requirement, this Training of School Principals and Teachers of Private Schools on MATATAG Curriculum shall be conducted on July 15-18, 2024 at Cor Jesu College – Basic Education Department.

Participants of this training are all School Heads, Kindergarten, Grades 1, 4 and 7 Teachers of private schools in the Schools Division of Digos City. The registration fee shall be determined by Digos City Private Schools Association and shall be announced in the group chat of the Private School Heads.

For the preparatory of the activity, Planning Conference shall be conducted on July 9, 2024, 8:30 AM at the Division Conference Room. The following are the participants of this Planning Conference:

1. SGOD and CID Chiefs
2. Digos City Private Schools Association (DCPSA) Officers
3. Private Schools Focal Person
4. SEPS-HRDD



- 5. SEPS-SMM&E / QAME In-Charge
- 6. Trainers from Public Schools

Attached are the Opening Program, Training Matrix, List of Trainers from Private and Public Schools, and Affidavit of Undertaking.

Travel and other incidental expenses of participants from the Division Office and public schools shall be charged against local funds subject to the existing accounting and auditing rules and regulations.

For immediate dissemination.

For and in the absence of the  
Schools Division Superintendent

*Sollie B. Oliver, Jr.* 7/8/24  
**SOLLIE B. OLIVER, JR., MATE**  
SGOD Chief  
Officer In-Charge

Schools Division of Digos City  
RECORDS SECTION  
24-1229M  
DATE: JUL 08 2024 TIME: 4:50p  
BY: *[Signature]*

Enclosed: As stated.

CID/jbc



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375  
(082) 553-8396 | (082) 553-8376  
www.depeddigoscity.org | digos.city@deped.gov.ph

**Enclosure 1 of DM-CID-2024-\_\_\_\_\_**

**OPENING PROGRAM**

Training of School Principals and Teachers of Private Schools  
on MATATAG Curriculum  
July 15 to 18, 2024  
Cor Jesu College, Inc.

<b>Time</b>	<b>Activity</b>	<b>Person Responsible</b>
7:00 – 8:30 AM	Registration	Secretariat (by Grade Level)
8:30 – 9:00 AM	Opening Program	AVP
	- Pambansang Awit	
	- Prayer	
	- Regional Hymn	
	- Digos City Hymn	
	- DepEd Digos City Hymn	
	- Quality Policy Statement	
	Acknowledgment of Participants	Jem Boy B. Cabrella, PhD <i>Private Schools Focal Person</i>
Welcome Message	Maria Genevieve T. Francisquete, CESO VI <i>Assistant Schools Division Superintendent</i>	
Rationale	Beverly S. Daugdaug, EdD <i>CID Chief</i>	
Message	Melanie P. Estacio, PhD, CESO VI <i>OIC-Schools Division Superintendent</i>	
House Rules	HRDD	
9:00 – 9:30 AM	Pre-Test	SMM&E
9:30 – 9:45 AM	Uninterrupted Health Break	
9:45 – 11:30 AM	Session 1	

**Masters of Ceremony**

**Jancie S. Alquizar**  
**EPS II – HRDD**



Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
(082) 553-8396 | (082) 553-8376 | (082) 553-9170 | (082) 553-8375  
(082) 553-8396 | (082) 553-8376  
www.depeddigosity.org | digos.city@deped.gov.ph

**LIST OF TRAINERS FROM PRIVATE SCHOOLS**

<b>Group</b>	<b>Name of Teacher</b>	<b>School</b>
Kindergarten (4 pax)	1. Genalyn Crispino	Preschool Adventure
	2. Lilibeth S. Regidor	AMSAI Digos
	3. Maika Orida	Accel Preschool
	4. Kee Shayne Mae A. Basilad	Divine Mercy School of the South, Inc.
	5. Lyjean Basco	Southwill Learning Center
	6. Jessa Fe P. Sal	Digos Central Adventist Academy
Grade 1 (4 pax)	1. Marife D. Gocotano	AMSAI Digos
	2. Linda C. Mahomoc, EdD	Little Ambassador
	3. Angel Barbarona	Southwill Learning Center, Inc.
English for Grades 4 and 7 (2 pax)	1. Maribeth Pilapil	AMSAI Digos
	2. Vanesa Barote	Southern Mindanao Computer College
Science for Grades 4 and 7 (2 pax)	1. Lady Jane B. Cainong	Divine Mercy School of the South, Inc.
	2. Clauden Ando	Southwill Learning Center, Inc.
Mathematics for Grades 4 and 7 (2 pax)	1. Shielamay A. Piamonte	Rhema King's Kid Academy, Inc.
	2. Marjorie M. Mendoza	Polytechnic College of Davao del Sur, Inc.
Filipino for Grades 4 and 7 (2 pax)	1. Eric Fortunato Calipayan	Southwill Learning Center, Inc.
	2. Maria Erlinda Omoaeng	Holy Cross Academy, Inc.
TLE for Grades 4 and 7 (2 pax)	1. Thomer U. Kimsing	Prime Innovation School of South Davao, Inc.
	2. Cathalin Anne Pitalino	Holy Cross Academy, Inc.



**LIST OF TRAINERS FROM PUBLIC SCHOOLS**

No.	Name	Position	Office/School
1	Beverly S. Daugdaug, EdD	CID Chief	SDO Digos City
2	Angel V. Bisaga, Jr., EdD	EPS	SDO Digos City
3	Atty. Rodel Pagayon	EPS	SDO Digos City
4	Gemma P. Salanga, EdD	EPS	SDO Digos City
5	Jem Boy B. Cabrella, PhD	EPS	SDO Digos City
6	Joan M. Niones, EdD	EPS	SDO Digos City
7	Tito M. Endrina, PhD	EPS	SDO Digos City
8	Zandria M. Sy	EPS	SDO Digos City
9	Clarence S. Pillerin, EdD	PSDS	SDO Digos City
10	Eleser D. Mateo	PSDS	SDO Digos City
11	Gervasio R. Salinas, Jr., PhD	PSDS	SDO Digos City
12	Mary Joy D. Fortun, EdD	PSDS	SDO Digos City
13	Ailyn Joy Almacin	Master Teacher I	Bagumbuhay ES
14	Ronald Salape	Master Teacher I	Digos City NHS
15	Maria Gilda Lourdes Maung	Master Teacher II	Aplaya ES
16	Gemma Daño	Master Teacher II	Dawis Elem. School
17	Gemma Daño	Master Teacher II	Dawis Elem. School
18	Edsel F. Nacua	Principal III	Pedro V. Basalan ES
19	Eduardo P. Paller, Jr.	Principal I	Rizal Central Elem. School
20	Mylene Samonte	Principal I	Don Mariano Marcos Elem. School
21	Melacres Campomayor	Principal I	Colorado ES
22	Juvic Sucayre	Principal I	Matti NHS
23	Rachel R. Pogoy	Asst. School Principal	Digos City NHS
24	Liberty Sosas	Head Teacher VI	Digos City NHS
25	Jose Tapuroc, Jr.	Head Teacher I	Digos City NHS
26	Beth B. Dedace	Head Teacher III	Digos City NHS
27	Peter Paul Deiparine	Head Teacher III	Igpit Elem. School
28	Janice P. La Paz	Teacher III	Ramon Magsaysay CES
29	May Rose Navarro	Teacher III	DICNHS Aplaya HS Annex



**AFFIDAVIT OF UNDERTAKING**

I, **name**, of legal age, Filipino, **civil status** and a resident of \_\_\_\_\_, after having been sworn to in accordance with law, do hereby depose and say:

1. That I am the (**President/Chairperson of the Board/ duly constituted authority of a family administered pre-school**), of (**name of corporation/name of the family administered pre- school**);
2. That I am the official representative of the abovementioned entity;
3. That I am executing this affidavit for our application of Government Permit for private school operation to the Department of Education RXI;
4. That for SY 2024-2025, I promise and shall endeavor to implement the MATATAG Curriculum for Kindergarten, Grades 1, 4 and 7 in compliance with **DepED Memorandum 054, s. 2023 or the Pilot Implementation of the MATATAG Curriculum**;
5. That failure of (**name of school**) to comply with the condition stated above shall be grounds for the revocation or non renewal of the permit and/or recognition granted by the Department of Education to our school and as such we will not contest the same and shall voluntarily close (**name of school**).

That I am executing this affidavit to attest to the truth of the foregoing facts and for whatever legal purpose it may serve.

IN WITNESS WHEREOF, I have hereunto affixed my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
**Affiant**

**SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ in Davao City, Philippines. I HEREBY CERTIFY that I have personally examined the herein affiant and I am convinced and satisfied that he freely, truthfully executed and understood his affidavit.**





Republic of the Philippines  
**Department of Education**  
DAVAO REGION

Office of the Regional Director

**REGIONAL MEMORANDUM**

HRDD-2024-114

To : Assistant Regional Director  
Schools Division Superintendents

Subject: REGIONAL TRAINING OF DIVISION TRAINERS (RTOT)  
ON THE MATATAG CURRICULUM

Date : April 19, 2024

The Department of Education, with the Assessment Curriculum and Technology Research Centre (ACTRC), has undertaken the process of reviewing the intended curriculum in order to verify claims about and solve existing gaps in the document. As a result, the Shape of the MATATAG Curriculum is therefore crafted to communicate the process behind the curriculum review and revision, and more importantly, set the future direction and provide a basis for developing the shaping papers for each learning area. With this, the necessity to capacitate School Leaders and Teachers is put on notice to ensure acquisition of substantial knowledge, resources, and elements to arrive at grasping mastery of the MATATAG Curriculum implementation. Thus, a **Regional Training of Division Trainers (RTOT) on the MATATAG Curriculum for School Leaders and Teachers** will be conducted. The training dates and venue are indicated below.

Batches	Training Dates	Venue
Batch 1	April 27-May 1, 2024	Apo View Hotel, Brgy. J. Camus St., Poblacion District, Davao City
Batch 2	May 12-16, 2024	

Attached herewith are the list of participants and matrix of activity. Further details and other information are found in the enclosures. In addition, as per DepEd Order No. 53, s. 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 April 27, 28 and May 1, 2024 for Batch 1, and May 12, 2024 for Batch 2. The first meal is dinner on April 26, 2024 for Batch 1 participants and May 11, 2024 for Batch 2 participants. On the other hand, the last meal is PM snack for Batch 1 participants on May 1, 2024 and May 16, 2024 for Batch 2 participants.

For more information, email [hrddneaprol1@gmail.com](mailto:hrddneaprol1@gmail.com).

Immediate dissemination and strict compliance of this Memorandum is directed.

RECORDS SECTION  
**RELEASED**

ALLAN G. FARNAZO  
Director/IV

Enclosed: As Stated  
ROH3/glv

By: [Signature]  
Date: Apr. 22, 2024



Address: F. Torres St., Davao City (8000)  
Telephone Nos.: (082) 291-1665; (082) 221-6147  
Email Address: [region11@deped.gov.ph](mailto:region11@deped.gov.ph)  
Website: [www.depedrox.ph](http://www.depedrox.ph)