

Department of Education REGION XI SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024-475

To

Ida I. Juezan

Public Schools District Supervisor

Mt. Apo District

Subject:

ATTENDANCE TO THE CAPABILITY BUILDING FOR NEAP

PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORS

Date

October 22, 2024

In reference to Regional Memorandum HRDD-2024-257 titled **ATTENDANCE TO THE CAPABILITY BUILDING FOR NEAP PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORS**, and Deped Memorandum No. 044, s. 2023 titled Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines (NEAP) Core Programs, you are hereby enjoined to attend the capability building for NEAP Professional Development (PD) Program Evaluators-Learning Area Specialists on October 27-31, 2024, in Cebu Business Hotel, Colon Corner, Junquera St., Cebu City.

Board and lodging of the participants shall be charged against the NEAP-Human Resource Development (HRD) Funds, while transportation, per diem and other incidental expenses shall be charged against HRD Funds/local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this memorandum to all concerned is desired.

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

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JATE: NCT 2 2 2021

Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002 (082) 553-8396 | (082) 553-8376 | (082) 553-93-70 | (482) 553-8375

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Republic of the Philippines

Department of Education

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October

REGIONAL MEMORANDUM HRDD-2024-257

ATTENDANCE TO THE CAPABILITY BUILDING FOR NEAP PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORS

Assistant Regional Director To: Schools Division Superintendents

Relevant to Deped Memorandum No. 044, s. 2023 titled Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines (NEAP) Core Programs, the NEAP Quality Assurance Division (QAD), will conduct a Capability Building for NEAP Professional Development (PD) Program Evaluators-Learning Area Specialists on October 27-31, 2024, in Cebu Business Hotel, Colon Corner, Junquera St., Cebu City. Relevant details are found in the enclosures. The participants are:

No.	Name	Learning Area Specialist	Designation	Schools Division Office (SDO)	
	ělá.		Principal I	Davao City	
1	Marites B. Chan	Science	Education Program	Panabo City	
$\frac{1.}{2.}$	Elden D. Orbeta	Values Education	Supervisor	O't-	
			Education Program	Davao City	
3.	Elsie E. Gagabe	MAPEH	Supervisor	Mati City	
	D-sho	TLE	Education Program	Mati City	
4.	Jose M. Barba	1 1,712	Supervisor	Digos City	
5.	Ida I. Juezan	Elementary Education	Public Schools District Supervisor		

Board and lodging of the participants shall be charged against the NEAP-Human Resource Development (HRD) Funds, while their transportation, per diem, and other incidental expenses shall be charged against HRD Funds/local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is highly desired. 3.

JEPARTMENT OF EDUCATION RE-

RECORDS

ALLAN G. FARI Director D

Encl.: As stated:

ROH9/maba







Address: F. Torres St., Davao City (8000) Telephone Nos.: (082) 291-1665; (082) 221-6147

Email Address: region11@deped.gov.ph

Website: www.depedroxi.ph





Republic of the Philippines

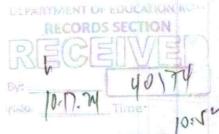
Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Office of the Director IV

ADVISORY

16 October 2024



CHANGE OF DATE FOR THE CONDUCT OF THE CAPABILITY BUILDING FOR NEAP PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORS - LEARNING AREA SPECIALISTS

This has reference to the conduct of the Capability Building for NEAP Professional Development Program Evaluators - Learning Area Specialists released through Memorandum DM-OUHROD-2024-2057 dated October 11, 2024.

Due to some administrative considerations and INSET preparation, please be informed of the following changes in schedule:

Activity	Schedule and Venue (indicated in the Advisory	New Schedule
Capability Building for NEAP Professional	dated October 14, 2024) November 3-8, 2024 (inclusive of travel time)	October 27-31, 2024 (inclusive of travel time)
Development Program Evaluators – Learning Area Specialists	Cebu Business Hotel, Colon Corner Junquera St., Cebu City	Cebu Business Hotel, Colon Corner Junquera St., Cebu City

In line with this, please be advised of the following new set of deadlines:

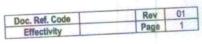
	Deadline on	Link/Platform
Document/Activity		neap.qad@deped.gov.ph
Submission of list of	October 21, 2024	1 (PegPDPEvaluator
Online registration of nominated participants	October 22,	https://tinyurl.com/RegPDPEvaluator

Please be advised that the nominated participants shall not be an existing member of NEAP Central Office's pool of PD program evaluators. Kindly use the attached template for the Nomination Form.

Further, the participants are advised to check in on 27 October 2024 (Sunday), 2:00 p.m. and check out on 31 October 2024 (Thursday), 12:00 p.m. The opening program will commence on 28 October 2024 (Monday), at exactly 9:00 a.m.

> 2nd Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600 Telephone Nos.: (+632) 86337207, (+632) 86388638,

> Email Address: neap.qad@deped.gov.ph | Website: www.deped.gov.ph





For relevant queries, you may contact Mr. Alvin B. Fulgencio, Jr. / Mr. Rogelio III

O. Dian at (02) 8633-7207 or email at neap.qad@deped.gov.ph.

For your guidance and reference.

Thank you.

JENNIFER E. LOPEZ
Director IV

toom 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600 elephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549 mail Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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Department of Education

OFFICE OF THE UNDERSECRETARY DEPARTMENT OF EDUCATION ROXI

MEMORANDUM DM-OUHROD-2024-2057 By: 1 37877

Date 10 14-14 Time: 8.34

TO

: Regional Directors

Schools Division Superintendents

Human Resource Development Division Chiefs

NEAP-R Focal Persons All Others Concerned

FROM

: WILFREDO E. CABRAL

Regional Director and Officer-in-Charge

Office of the Undersecretary for Human Resource and Organizational

Development and School Infrastructure and Facilities

SUBJECT

CAPABILITY BUILDING FOR NEAP PROFESSIONAL

DEVELOPMENT PROGRAM EVALUATORS - LEARNING AREA

SPECIALISTS

DATE

11 October 2024

- 1. In accordance with DepEd Memorandum No. 044, s. 2023 titled Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines (NEAP) Core Programs, the NEAP Quality Assurance Division (QAD) will conduct a Capability Building for NEAP Professional Development (PD) Program Evaluators Learning Area Specialists on 20-25 October 2024 (inclusive of travel time) at Ecotech Center, Lahug, Cebu City.
- 2. The objectives of the activity are as follows:
 - Rationalize the quality assurance mechanism for PD programs;
 - Discuss the quality standards for PD program design and learning resource materials;
 - c. Explain the PD program quality assurance process and requirements;
 - d. Evaluate PD program proposals based on existing quality standards and procedures; and Formulate PD program proposal evaluation results and recommendations.

02, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600 ve Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549 ress: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

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- 3. In this regard, the Regional Offices, through the HRDD/NEAP R, in coordination with the Curriculum and Learning Management Division and the Schools Division Offices, are requested to nominate participants according to the Regional and Learning/Content Area Distribution (Enclosure 1) and the criteria area as follows:
 - a. Currently occupies the following positions/designations:
 - Chief Education Supervisor
 - Education Program Supervisor
 - Public Schools District Supervisor iii.
 - Senior Education Program Specialist iv.
 - Education Program Specialist II V.
 - School Head vi.
 - Head Teacher vii.
 - b. Holds a Master's Degree in Learning/Content Area Specializations as specified in Enclosure 1; and
 - c. For the Information and Communications Technology (ICT) and Learning Education/Alternative Learning/Content Area Specializations - Currently holds an Inclusive assignment/designation relative to the said specializations and must have attended relevant trainings.
 - 4. The list of nominated participants must be submitted to NEAP-QAD through the email addresses provided below on or before 16 October 2024.
 - 5. The nominated participants are requested to confirm their attendance through the link tinyurl.com/RegPDPEvaluators on or before 17 October 2024.
 - 6. The Duties and Responsibilities of NEAP PD Program Evaluators (Enclosure 2) and the Daily Activity Matrix (Enclosure 3) are attached for your reference.
 - 7. The participants are advised to check in on 20 October 2024 (Sunday), 2:00 p.m. and check out on 25 October 2024 (Friday), 12:00 p.m. The meal schedule is as follows:

Meals	20 Oct 2024	21 Oct 2024	22 Oct 2024 Tue	23 Oct 2024 Wed	24 Oct 2024 Thu	25 Oct 2024 Fri
811	Sun	Mon	rue	1	1	1
Breakfast		1	V	1	1	1
AM Snack		1	1	4	1	1
Lunch		1	1	1	/	
PM Snack	1	1	1	1	V	
Dinner	1	1	1	1	1	

8. The participants are advised to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etr 1

and lodging of the participants shall be charged against the NEAP Human rce Development (HRD) Funds. On the other hand, their transportation, per

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diem, and other incidental expenses shall be charged against HRD funds/local funds, subject to the usual accounting and auditing rules and regulations.

- 10. For further inquiries and concerns, please coordinate with Mr. Alvin Fulgencio Jr. or Mr. Rogelio III Dian, NEAP-QAD Education Program Specialists, through email neap.qad@deped.gov.ph or landline (02) 8633-7207.
- 11. For immediate dissemination and appropriate action.

Copy furnished: OFFICE OF THE SECRETARY

ATTY. REVSEE A. ESCOBEDO Undersecretary for Operations

Enclosure 1 - Participants Regional and Learning/Content Area Distribution Enclosure 2 - Duties and Responsibilities of NEAP PD Program Evaluators Enclosure 3 - Daily Activity Matrix

[NEAP-QAD/Fulgencio]





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CAPABILITY BUILDING FOR NEAP PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORSosure 1: Participants Regional and Learning/Content Area Distribution

DepEd Ecotech Center, Lahug, Cebu City 20-25 October 2024

Participants Regional and Learning/Content Area Distribution

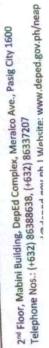
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Learning/content area not assigned



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Enclosure 2: Duties and Responsibilities of NEAP PD Program Evaluators

CAPABILITY BUILDING FOR NEAP PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORS

DepEd Ecotech Center, Lahug, Cebu City 20-25 October 2024

Duties and Responsibilities of NEAP PD Program Evaluators

1. Evaluate the proposal based on the alignment of the objectives, content, methodology, and output with the Philippine Professional Standards for Teachers (PPST)/ Philippine Professional Standards for School Heads (PPSSH)/ or Philippine Professional Standards for Supervisors (PPSS.)

2. Evaluate the evidence of each quality standard section/component of the detailed PD program design.

Evaluate the alignment of the objectives with the session content, methodology/activities, output and intended learning outcomes.

4. Evaluate the structure and sequence of the content areas.

5. Evaluate the alignment of the content areas with the curriculum standards.

6. Evaluate the appropriateness, accuracy, and adequacy of the content based on the identified developmental needs of the target participants.

7. Evaluate the quality of the resource package (session guides, slide decks and other non-print materials) based on appropriateness, accuracy, and adequacy of content to support the attainment of the learning objectives.

8. Check individual attachment for consistency, accuracy and compliance with the

9. Prepare clearly articulated recommendations for PD programs that failed to meet the QA standards, for compliance of the PD program owner.

10. Participate and the QA deliberation.

11. Submit duly accomplished QA tool and recommendation form.

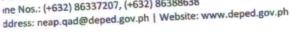
12. Endorse the QA recommendation to the QA Certification Approval Committee for

13. Protect the integrity and confidentiality of the PD program proposals evaluated.

14. Advocate needs-based, standardized, and result-driven design, development, and delivery of PD programs for teaching and school leaders.

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Enclosure 3: Daily Activity Matrix

	Friding for NEAP Professional Development Program Evaluators
Activity Title:	Capability Building for Marie Protect Center, Lahug, Cebu City
Indicative Date of	October 20-25, 2024
Implementation and Venue	Selected NEAP PD Program evaluators from the ROS, SDOS, and Solution of PD program evaluators in the quality assurance of PD program evaluators in the quality assurance of PD program
Activity Description	This 5-day workshop aims to train the quality standards, procedures, and tools set by DM No. 077, 5. 2000 proposals, focusing on the quality standards, practice in conducting a standards-based review and Additionally, evaluators will be given guided practice in conducting a standards-based review and Additionally, evaluators will be given guided practice in conducting a standards-based review and
	evaluation of submitted PD program proposals.
Terminal Objective	By the end of this workshop, evanged with the PD program design and learning resources quanty search for PD program proposals aligned with the PD program design and learning search for PD program proposals aligned with the evaluators, particularly, will be able to:
Enabling Objectives	To completely attain the terminal objects; To completely attain the terminal assurance mechanism; a. rationalize PD program quality assurance mechanism; a. rationalize PD program quality assurance mechanism;
	b. discuss the PD program design and recess and requirements; c. explain the PD program quality assurance process and requirements;
	e. formulate PD program proposal evaluation results and recommendations. e. formulate PD program proposal evaluation results and recommendations. e. formulate PD program proposal evaluation duidelines for the Quality Assurance and Monitoring and
Pre-work Requirements	Review DM No. 044, S. 2023 of the NEAP Core Programs Evaluation of the NEAP Core 1
Materials	Training resource packages QA tools, templates, and forms
	Laptop (individual) Laptop (individual) Laptop (individual)
Expected Outputs	Trained and capacitation forms Duly utilized QA tools and forms



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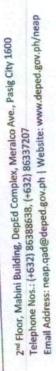
CAPABILITY BUILDING FOR NEAP PROFESSIONAL DEVELOPMENT PROGRAM EVALUATORS DepEd Ecotech Center, Lahug, Cebu City 20-25 October 2024 Enclosure 3: Daily Activity Matrix

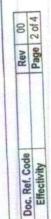
DAY 0: October 20, 2024 - 2:00 onwards: Arrival, Registration, and Billeting

	Part .			DAV 4	O VIII
THE REAL PROPERTY.	DAY 1	DAY 2	DAY 3		
TIME			Breakfast		
7:00 - 8:00				Horizon House	MOL/ Clearing House
8:00 - 8:30	Registration	MOL/Clearing House	MOL/ Clearing House	MOL/ Creating trace	
a.m.			Cantinuation of	Workshop B: Group	Workshop D: Output
8:30 - 9:00 a.m.		Session 5: Monitoring and Evaluation of PD Programs	Workshop A: Individual Review	Deliberation	Presentation and Feedback
9;00 - 9:30 a.m.	Opening Program				
9:30 - 10:00		CO _C CO MARK			
a.m.			rrolth Bresk		
10:00 - 10:30			Dearth Areas		
a.m.			40	Continuation of	Closing Program
10:30 - 11:00		Session 6: PD LRM Quality Standards	Workshop A:	Workshop B: Group	
p.m.	for Quality FD	2			











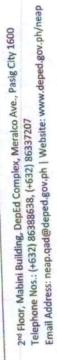


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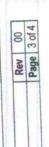
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Deliberation			Workshop C: Finalization of the QA Recommendations					Workshop C:	Finalization of the QA Recommendations	
Individual Review		Lunch Break	Continuation of Workshop A: Individual Review				Break	A motion of	Workshop A: Individual Review	
			Session 7: PD Program Quality Assurance Tools and Forms				Health Break		Workshop A: Individual Review	
p.m. Programs for Teachers and School Leaders			Session 2: PD Program Quality Assurance		Session 3: PD Program Package				Session 4: PD Program Design Quality Standards	
11:00 - 11:30 p.m.	11:30 - 12:00 p.m.	12:00 - 1:00 p.m.	1:00 - 1:30 p.m.	1:30 - 2:00 p.m.	2:00 - 2:30 p.m.	2:30 - 3:00	3:00 - 3:30	p.m.	3;30 - 4:00 p.m.	4:00 - 4:30













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	End-of-Day Evaluation End-of-Day Evaluation End-of-Day Evaluation	To be a second	Debriefing			
	End-of-Day Evaluation End-		Debriefing Debr			
2. Daily Activity Matrix	1		Debriefing			
D. C	4:30 - 5:00	p.m.	5:00 - 5:30	p.m.	5:30 - 6:00	p.m.

[NEAP-QAD/Lunar]



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