



Republic of the Philippines
Department of Education
Region V
SCHOOLS DIVISION OF SORSOGON

Office of the Schools Division Superintendent

August 07, 2024

DIVISION MEMORANDUM

No. 164 s. 2024

SCHOOL-BASED TRAINING OF TEACHERS (SBTT) ON THE MATATAG CURRICULUM FOR KINDERGARTEN, GRADE 1, GRADE 4 AND GRADE 7

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/OIC PSDSs
Elementary and Secondary School Heads
Others concerned

1. The Department of Education, Regional Office V, commences the initial phase of implementation of the MATATAG Curriculum with the participation of our selected educators in the Regional Training of Division Trainers (RTOT) on the MATATAG curriculum last April 2024 and the Capability Building on the Monitoring and Evaluation of the MATATAG Curriculum Training for Teachers and School Leaders last July 1-3, 2024.
2. Hereafter, our division through the Human Resource Development Section and School Governance Operations Division (SGOD) in collaboration with the Curriculum Implementation Division (CID) has implemented the Division Training of Trainers and School Leaders on MATATAG Curriculum on July 1-5, 2024 (Batch 1), July 15-19, 2024 (Batch 2) and July 22-26, 2024 (Batch 3).
3. Municipalities, districts and schools are expected to conduct subsequent rollout to ensure all teachers in Kindergarten, Grade 1, Grade 4 and Grade 7 are capacitated to implement the MATATAG Curriculum this School Year 2024-2025.



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4. Thus, this Office announces the conduct of the School-Based Training of Teachers (SBTT) on the MATATAG Curriculum for Kindergarten, Grade 1, Grade 4 and Grade 7 on **August 12-16, 2024**.
5. To fully support the implementation of the rollout, this office will utilize downloaded HRD Fund following the guidelines stipulated in the attached Memorandum from the Office of the Undersecretary for Human Resource and Organizational Development dated February 2, 2024 titled "Guidelines on the Utilization of Downloaded HRD Fund for the conduct of Trainings on the MATATAG Curriculum and dated December 20, 2023 titled "Training on the MATATAG Curriculum for Teachers and School Leaders,"
6. As mentioned in the above cited issuances, in case of deficiencies, the schools can also utilize the school MOOE allotted for training and other local funds available, subject to usual accounting and auditing rules and regulations.
7. All learning resources, M and E tools and PMT Materials can be accessed thru this folder: <https://tinyurl.com/matatagr5>. Districts thru the Learning and Development Coordinators are advised to create district drive (OneDrive or Google Drive) to facilitate distribution of these resources.
8. Members of the MATATAG Curriculum Division Core Team, specifically, the Education Program Supervisors of the eight (8) learning areas and Education Program Specialists for Monitoring and Evaluation are directed to provide technical assistance and conduct monitoring visit using the enclosed Monitoring and Evaluation Checklist (based on the DepEd Memorandum No. 44, s. 2023 or the *Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the NEAP Core Programs*).
9. The list of members of the MATATAG Curriculum Division Core Team is attached.
10. Travel and other incidental expenses of the members of the MATATAG Curriculum Division Core Team shall be charged to HRD Fund/local fund subject to the usual accounting rules and regulations.
11. For immediate dissemination and compliance.


WILLIAM E. GANDO, CESO VI
Schools Division Superintendent



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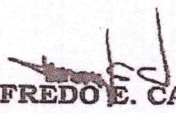


Republika ng Pilipinas

Department of Education
OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2024-0151

TO : **Regional Directors**
Schools Division Superintendents
Human Resource Development Division Chiefs
School Governance and Operations Division Chiefs
NEAP-R Focal Persons
SDO HRD Fund Focal Persons
All Others Concerned

FROM : 
WILFREDO E. CABRAL
Regional Director
Officer-In-Charge, Office of the Undersecretary for Human Resource and Organizational Development

SUBJECT : **GUIDELINES ON THE UTILIZATION OF DOWNLOADED HRD FUND FOR THE CONDUCT OF TRAININGS ON THE MATATAG CURRICULUM**

DATE : 02 February 2024

1. Pursuant to the unnumbered memorandum dated 20 December 2024 titled *Training on the MATATAG Curriculum for Teachers and School Leaders (Enclosure 1)*, the Department will commence the initial phase of implementation of the *MATATAG Curriculum* through the conduct of **Trainings on the MATATAG Curriculum for Kindergarten, Grade 1, Grade 4, and Grade 7 (K147) Teachers and School Leaders**.
2. To ensure judicious utilization of the Human Resource Development (HRD) Fund during the conduct of the trainings on the *MATATAG Curriculum* for teachers and school leaders, these **GUIDELINES ON THE UTILIZATION OF DOWNLOADED HRD FUND FOR THE CONDUCT OF TRAININGS ON THE MATATAG CURRICULUM** are hereby issued.
3. The HRD Fund amounting to **ONE BILLION EIGHT HUNDRED NINETY-THREE MILLION SIX HUNDRED THIRTY-ONE THOUSAND SIX HUNDRED PESOS (Php 1,893,631,600.00)** shall be downloaded to DepEd Regional Offices (**Enclosure 2**) to cover the budget requirements for the conduct of the Regional Training of Division Trainers and School Leaders on the *MATATAG Curriculum* (RTOT) (**Enclosure 3**), Division Training of School Trainers on the *MATATAG Curriculum* (DTOT) (**Enclosure 4**), and School-based Training of Teachers (SBTT) on the *MATATAG Curriculum* (**Enclosure 5**).



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Effectivity	09.20.21	Page	1 of 6



4. The DepEd Central Office shall download the HRD Fund for RTOT and DTOT to the Regional Offices, while the HRD Fund for the School-Based Training of Teachers shall be downloaded through a direct release from DBM to the Regional Offices. The breakdown of allocation per activity is enclosed.
5. Upon transfer of HRD Fund to Regional Offices, the NEAP in the Region (NEAP-R)/Human Resource Development Division (HRDD) in coordination with the Regional Finance Division (FD) upon approval by the Office of the Regional Director, shall facilitate the downloading of HRD Fund to the Schools Division Offices (SDOs) to be used during the conduct of the **DTOT** and **SBTT** on the dates specified per the unnumbered memorandum dated 20 December 2023.
6. The HRD Fund to be downloaded to ROs and SDOs shall be used for the expenses of the training activities enumerated below:

a. Regional Training of Division Trainers and School Leaders on the MATATAG Curriculum (RTOT)

- i. Board and lodging of the Regional Program Management Team (RPMT), inclusive of program managers, learning managers, resource persons/learning facilitators, documenters, M&E focal/in-charge, welfare officers, secretariats, RTOT trainers, CO MATATAG M&E and TA providers, and all the participants at Php 2,000.00 per day for five (5) days per person;
- ii. Training supplies and materials to be used by the RPMT, CO MATATAG M&E, and TA providers and all the participants at Php 300.00 per person; and
- iii. The travel expenses of the RPMT, TA providers, and the participants are at a rate of Php 2,000.00 per person.

b. Division Training of School Trainers on the MATATAG Curriculum (DTOT)

- i. Board and lodging of Division Program Management Team (DPMT), inclusive of program managers, learning managers, resource persons/learning facilitators, documenters, M&E focal/in-charge, welfare officers, secretariat, DTOT trainers, CO, Region, SDO M&E and TA providers, and all the participants at Php 2,000.00 per day for 5 days per person;
- ii. Training supplies and materials to be used by DPMT and all the participants at Php 300.00 per person; and
- iii. The travel expenses of the DPMT and the participants are at a rate of Php 1,500.00 per person.

c. School-based Training of Teachers on the MATATAG Curriculum (SBTT)

- i. Meals of the Program Management Team (PMT), inclusive of program managers, learning managers, resource persons/learning facilitators, documenters, M&E focal/in-charge, welfare officers, secretariat, SBTT trainers, CO, Region, SDO, school M&E and TA providers, and all the participants at Php 600.00 per day for 5 days per person, broken down into:

AM Snack : Php 100.00
 Lunch : Php 400.00
 PM Snack : Php 100.00

- ii. Training supplies and materials for the SPMT and the participants cost at Php 300.00 per person.

7. The table below shows the participants per training activity.

RTOT	DTOT	SBTT
<ul style="list-style-type: none"> ▪ Regional Program Management Team (RPMT) inclusive of program managers, learning managers, resource persons/ learning facilitators, documenters, M&E focal/ in-charge, welfare officers, secretariat ▪ RTOT Trainers ▪ Division CID Chiefs ▪ Division EPS and PSDS with learning area specialization ▪ Division IPED Specialists/ focal persons ▪ School Heads, Head and Master Teachers with learning area specialization ▪ SGOD Chiefs/HRDS training specialists (expected team of trainers and training managers per divisions 	<ul style="list-style-type: none"> ▪ Division Program Management Team (DPMT) inclusive of program managers, learning managers, resource persons/ learning facilitators, documenters, M&E focal/ in-charge, welfare officers, secretariat ▪ DTOT Trainers ▪ All School Heads ▪ Head and Master Teachers with learning area specializations ▪ IPED teachers from Kindergarten, Grades 1, 4, & 7 ▪ Expected team of trainers and training managers per school 	<ul style="list-style-type: none"> ▪ Program Management Team (PMT) ▪ inclusive of program managers, learning managers, resource persons/ learning facilitators, documenters, M&E focal/ in-charge, welfare officers, secretariat, School-based Training Trainers ▪ All teachers from Kindergarten, Grades 1, 4, & 7

8. In cases of budget deficiencies, travel expenses and other incidental expenses can be charged against HRD funds available at the ROs and SDOs or other local

funds. The Program Support Fund (PSF) downloaded for IPEd can also be utilized in support of participants for IPEd in the aforesaid training activities, subject to the usual accounting and auditing rules and regulations. A separate memorandum will be released regarding the IPEd component of the RTOT, DTOT, and SBTT.

9. Specified below is the implementation process per training activity.

a. RTOT Implementation Process

- i. NEAP-R/HRDD shall upload to its account in the Program Management Information System (PMIS) the activity with physical and financial targets.
- ii. NEAP-R/HRDD, in collaboration with CLMD and other offices that are involved in the conduct of RTOT, shall lead in the preparation of the Regional Training Implementation Plan (**Enclosure 6**) for review and approval of the Regional Director.
- iii. NEAP-R/HRDD prepares the necessary documents required for the process and approval of the conduct of the RTOT.
- iv. NEAP-R/HRDD shall inform NEAP-CO of the approved date of conduct.
- v. RPMT implements the RTOT based on the approved implementation plan.
- vi. NEAP-R/HRDD uploads the physical and financial accomplishments in the PMIS as indicated in DepEd Order No. 11, s. 2021 titled *Guidelines on the Operationalization of PMIS*.

b. DTOT Implementation Process

- i. HRDS shall upload to PMIS, under the SGOD account, the activities with physical and financial targets.
- ii. HRDS, in collaboration with CID and other offices involved, shall lead in the preparation of the Division Training Implementation Plan and School-based Training Implementation Plan (**Enclosure 6**) for review and approval of the Schools Division Superintendent.
- iii. HRDS prepares the necessary documents required for the process and approval of the conduct of DTOT and SBTT.
- iv. HRDS shall submit to NEAP-R/HRDD the approved date of conduct for DTOT and SBTT. NEAP-R/HRDD shall then submit to NEAP-CO the consolidated conduct of training.
- v. HRDS shall upload the physical and financial accomplishments in the PMIS as indicated in DepEd Order No. 11, s. 2021 titled *Guidelines on the Operationalization of the PMIS*.

c. **SBTT Implementation Process**

- i. HRDS shall upload to PMIS, under the SGOD account, the activities with physical and financial targets.
- ii. HRDS, in collaboration with CID and other offices, including school heads involved in the conduct of SBTT, shall lead in the preparation of the School-based Training Implementation Plan (**Enclosure 6**) for review and approval by the Schools Division Superintendent.
- iii. HRDS prepares the necessary documents required for the process and approval of the conduct of school-based training.
- iv. HRDS shall submit to NEAP-R/HRDD the approved conduct date for the school-based training. NEAP-R/HRDD shall then submit to NEAP-CO the consolidated conduct of training.
- v. HRDS shall upload the physical and financial accomplishments in the PMIS as indicated in DepEd Order No. 11, s. 2021 titled *Guidelines on the Operationalization of the PMIS*.

10. Savings generated from the conduct of these activities can be utilized in providing technical assistance to the divisions or schools, conducting program implementation reviews, and other eligible activities related to the implementation of the *MATATAG* Curriculum.

11. Monitoring and Evaluation

- a. The Central Office PMT, RPMT, DPMT, and assigned M&E Team in the Region and Division shall conduct the monitoring of the activities in their jurisdiction.
- b. The monitoring activities shall involve the following activities:
 - i. Review and discussion of the division rollout program and facilitator evaluation results;
 - ii. Discussion on post-division rollout activities and their corresponding M&E; and
 - iii. Funding utilization.
- c. RPMT and DPMT prepare and submit the following to the NEAP Quality Assurance Division 10 working days after the conduct of the program:
 - i. Program Completion Report (**Enclosure 7**)
 - ii. Program Completion Report Enclosures (**Enclosure 8**)
 - iii. Participants' Profile (**Enclosure 9**)

- d. NEAP-R shall consolidate all documents submitted by RPMT and DPMT, make a regional report, and send it to the NEAP Central Office via this link: <https://bit.ly/MATATAGCurriculumTrainingK147>
12. Should there be changes in the dates of the conduct of activities in RTOT, DTOT, and SBTT due to circumstances beyond control, it is imperative to coordinate with the regional office and central office for the course of action.
13. For other details pertaining to the conduct of activities, attached to these guidelines is the aforementioned unnumbered memorandum dated 20 December 2023 titled by *Training on the MATATAG Curriculum for Teachers and School Leaders*.
14. For further inquiries and concerns, please contact NEAP through email at neap.od@deped.gov.ph or landline (02) 8638-8638.
15. Immediate dissemination of and strict compliance with these guidelines are directed.

Copy furnished:

GINA O. GONONG

Undersecretary for Curriculum and Teaching

ATTY. REVSEE A. ESCOBEDO

Undersecretary for Operations

Enclosures:

- 1 - *Unnumbered Memorandum dated 20 December 2023, titled "Training on the MATATAG Curriculum for Teachers and School Leaders"*
- 2 - *Budget Allocation to be Downloaded to DepEd Regional Offices*
- 3 - *Breakdown of Budget for RTOT*
- 4 - *Breakdown of Budget for DTOT*
- 5 - *Breakdown of Budget for School-Based Training*
- 6 - *Training Implementation Plan Template*
- 7 - *Program Completion Report Template (With Budget Utilization)*
- 8 - *Program Completion Report Enclosures*
- 9 - *Participants' Profile Template*




Republika ng Pilipinas
Department of Education

MEMORANDUM

**FOR : Undersecretaries
 Assistant Secretaries
 BARMM Minister of Basic, Higher, and Technical Education
 Bureau and Service Directors
 Regional Directors
 Schools Division Superintendents
 Public Elementary and Secondary School Heads
 All Others Concerned**

FROM : WILFREDO E. CABRAL
*Regional Director
 Officer-in-Charge, Office of the Undersecretary for Human Resource
 and Organizational Development*


GINA O. GONGONG
Undersecretary for Curriculum and Teaching

**SUBJECT : TRAINING ON THE MATATAG CURRICULUM FOR TEACHERS
 AND SCHOOL LEADERS**

DATE : December 20, 2023

1. The Department of Education, through the Curriculum and Teaching (CT) Strand and the National Educators Academy of the Philippines (NEAP), is faithful to its commitment to **MA**ke the curriculum relevant to produce competent and job-ready, active, and responsible citizens and to **GI**ve support to teachers to teach better, as articulated in the *MATATAG* Agenda. Hence, the *Training on the MATATAG Curriculum for Kindergarten, Grade 1, Grade 4, and Grade 7 (K147) Teachers and School Leaders* shall be conducted in preparation for the commencement of the initial phase of the *MATATAG* Curriculum implementation.
2. The said trainings will be held from 22 January to 04 April 2024, with a specific schedule as follows:

Dates	Training Title	Target Participants	Source of Funds
22-26 January 2024	Training of Lead Trainers on the <i>MATATAG Curriculum/ Mock Training</i>	NEAP Directors, Chiefs, Training Specialists, and BHRD-HRDD RPMS specialists;	2023 BEC Funds



		CT Strand's Directors, Chiefs, and Specialists per learning area, IPED specialists; Select Learning Area Specialists from Private Schools and State Colleges and Universities	
05-09 February 2024	National Training of Regional Trainers on the MATATAG Curriculum (NTOT)	CLMD/CID Chiefs with learning area specialization, Regional/ Division Education Program Supervisors with learning area specialization, Public Schools District Supervisors with learning area specialization, select School Heads and Head/Master Teachers with learning area specialization, Division IPED specialists/focal persons, HRDD Chiefs, HRDD EPS Training Program Focals/ NEAP-R Training Program Specialists/ (expected team of trainers and training manager per region)	2023 BEC Funds
12-15 February 2024	Regional Training of Division Trainers and School Leaders on the MATATAG Curriculum (RTOT)	Division CID Chiefs, Division Education Program Supervisors and Public Schools District Supervisors with learning area specialization, Division IPED specialists/focal persons, School Heads, Head and Master Teachers with learning area specialization, SGOD Chiefs/HRD training specialists (expected team of trainers and training managers per division)	2024 HRD Funds
19 February-01 March 2024	Division Training of School Trainers on the MATATAG Curriculum (DTOT)	ALL School Heads, Head and Master Teachers with learning area specialization, including IPED teachers from Kindergarten, Grades 1, 4, & 7 per school (expected team of trainers and training managers per school)	2024 HRD Funds
04 March-04 April 2024	School-Based Training on the MATATAG Curriculum	ALL TEACHERS from Kindergarten, Grades 1, 4, & 7 per school	2024 HRD Funds/ School MOOE

3. This series of trainings on the MATATAG Curriculum focuses on providing professional development support for teachers and school leaders, ensuring that they have an in-depth understanding of the general shape of the MATATAG

Curriculum. Specifically, it aims to equip teachers and school leaders with the necessary knowledge, skills, and competencies to effectively implement the new curriculum in the coming school year.

4. Prior to the actual conduct of the series of training, the quality assurance and finalization of training resource packages shall be conducted accordingly following the schedules below.

Dates	Training Title	Target Participants	Source of Funds
08-12 January 2024	Quality Assurance of the MATATAG Curriculum Training Resource Package	NEAP Specialists and PD Program Internal Evaluators	2023 HRD Funds
15-19 January 2024	Finalization of the MATATAG Curriculum Training Resource Package	NEAP Specialists and PD Program Internal Evaluators, CT Strand Specialists	2023 BEC Funds

5. To ensure the quality of the training, **ALL TRAINERS per governance level** are expected to meet the following qualifications: a. at least earned Complete Academic Requirement (CAR) Graduate Studies with learning area specialization; b. training/s related to the area of specialization; and c. at least *Very Satisfactory* performance in the last three (3) years.
6. DepEd Order No. 9, s. 2005 otherwise known as "Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith" shall strictly be observed during the conduct of the training. To ensure that ALL K, 1, 4, and 7 TEACHERS shall be able to attend the school-based training on the MATATAG Curriculum, School Heads are expected to employ strategies suitable for their **school-based training** such as, but not limited to the following:

6.1	Maximizing the loading of other teachers per learning area from other grade levels not involved in the initial phase of the training;
6.2	Scheduling a half-day training for K, 1, 4, and 7 teachers totaling 40 hours to ensure that the regular classes will continue without disruption;
6.3	Taking turns by a batch of Grade 4 or Grade 7 teachers, maximizing the loading of other batches of teachers not yet involved in the scheduled training (e.g., Batch 1/Week 1 - English, Science, Math; Batch 2/Week 2 - Filipino, AP, Values Education; Batch 3/Week 3 - TLE/HELE, MAPEH)
6.4	Maximizing the loading of relieving (special) teachers to handle the classes while the teacher-advisers are in the training program.
6.5	Hiring substitute teachers, subject to the availability of funds.
6.5	Tapping teacher applicants for voluntary services during the duration of the training program.


7. For purposes of planning and budgeting for this series of trainings, all regions must submit their **regional data** on the target trainers, teachers, and school leaders complete with the required demographic information **on or before 3**


January 2024. The forms can be accessed through this link: sites.google.com/depd.gov.ph/neap-training-on-matatag.

8. The program matrices for teachers and school leaders are enclosed in *Enclosure 1*. Specific guidelines on the conduct of the national, regional, division, and school-based trainings on the *MATATAG Curriculum* shall be issued in a separate memorandum.
9. Board and lodging, travel, and training supplies of the participants during the Finalization of the *MATATAG Curriculum Training Resource Package* and *NTOT* shall be charged against the 2023 BEC Funds. In case of deficiencies, travel, and other incidental expenses can also be charged against local funds, subject to the usual accounting and auditing rules and regulations. On the other hand, the board and lodging, supplies, travel, and other incidental expenses of the participants during the *RTOT* and *DTOT* shall be charged against the **2024 HRD Funds allotted for MATATAG Curriculum** training, while the participants in the Review and Evaluation of the *MATATAG Curriculum Training Resource Package* shall be charged against the 2023 HRD Funds, subject to the usual accounting and auditing rules and regulations.

School-based training expenses for meals and supplies shall be charged against the **2024 HRD Funds allotted for MATATAG Curriculum** training. In case of deficiencies, the SDOs can use their Division HRD Funds, and the schools can also utilize the School MOOE allotted for training and other local funds available, subject to the usual accounting and auditing rules and regulations.

10. For further inquiries and concerns, please contact the NEAP through email at neap.od@depd.gov.ph or landline (02) 8638-8638.
11. Immediate dissemination of and strict compliance with this Memorandum is desired.


GINA O. GONONG, PhD
Undersecretary
Curriculum and Teaching


WILFREDO E. CABRAL, CESO III
Undersecretary
Human Resource and Organizational Development

A. Program Matrix for School Leaders

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:00 – 8:30 AM	Management of Learning				
8:30 – 10:00 AM		Walkthrough of the Curriculum Guide	Walkthrough of the Curriculum Guide	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum	- Collaborative Expertise - Management of School-based Training Program - Preparation of School-Based Training Implementation Plan
10:00 – 12:00 AM	Registration Pre-assessment	Curriculum Standards and Learning Competencies (Q1 Continuation)	Curriculum Standards and Learning Competencies (Q2 Continuation)		Q&A Session
12:00 – 1:00 PM	LUNCH				
1:00 – 2:00 PM	The General Shape of the MATATAG Curriculum Q&A Session	Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies (Q2)	PEDAGOGY AND ASSESSMENT Overview of the MATATAG Curriculum Instructional Design Framework Q&A Session	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum (Continuation)	Actual Classroom Observation of a Demonstration Teaching
2:00 – 2:30 PM			Classroom-based Assessment	Special Lecture: The Science of Learning	
2:30 – 3:00 PM	Walkthrough of the Curriculum Guide		Q&A Session	Q&A Session	Clearing House
3:00 – 5:00 PM	Curriculum Standards and Learning Competencies (Q1) *End-of-day evaluation	*End-of-day evaluation	Integrating the 21 st -Century Skills in the Classroom Practices to Promote Inclusion Q&A Session *End-of-day evaluation	Instructional Supervision Classroom Observation Protocol and Identification of L&D Needs *End-of-day evaluation	Post-Assessment Closing Program *End-of-day evaluation
5:00 – 5:30 PM	PMT Daily Debriefing				

B. Program Matrix for Teachers (School-Based)

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:00 – 8:30 AM	Management of Learning				
8:30 – 10:00 AM		Walkthrough of the Curriculum Guide	Walkthrough of the Curriculum Guide	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum	Collaborative Expertise Sessions
10:00 – 12:00 AM	Registration Pre-assessment	Curriculum Standards and Learning Competencies (Q1 Continuation)	Curriculum Standards and Learning Competencies (Q2 Continuation)		Q&A Session
12:00 – 1:00 PM	LUNCH				
1:00 – 2:00 PM	The General Shape of the MATATAG Curriculum Q&A Session	Walkthrough of the Curriculum Guide Curriculum Standards and Learning Competencies (Q2)	PEDAGOGY AND ASSESSMENT Overview of the MATATAG Curriculum Instructional Design Framework Q&A Session	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum (Continuation)	Demonstration Teaching
2:00 – 2:30 PM			Classroom-based Assessment	Special Lecture: The Science of Learning	
2:30 – 3:00 PM	Walkthrough of the Curriculum Guide		Q&A Session	Q&A Session	Clearing House
3:00 – 5:00 PM	Curriculum Standards and Learning Competencies (Q1) *End-of-day evaluation		Integrating the 21 st -Century Skills in the Classroom Practices to Promote Inclusion Q&A Session *End-of-day evaluation	Preparation of Lesson for Demonstration Teaching Q&A Session *End-of-day evaluation	Post-Assessment Closing Program *End-of-day evaluation
5:00 – 5:30 PM	PMT Daily Debriefing				



Republic of the Philippines
Department of Education
 Region V
SCHOOLS DIVISION OF SORSOGON

IMPLEMENTATION OF MATATAG CURRICULUM SCHOOL-BASED TRAINING OF TEACHERS AND MATATAG CURRICULUM CORE TEAM

MUNICIPALITY	Content Standards (CID)	PROGRAM MONITORS & TA PROVIDERS	Delivery Standards (SMME SEPS & SMME EPS II)
Barcelona	Jerry G. Firmanes	Program Management (SGOD & HRDS) Florencio P. Bermundo Rex T. Barbin Bernadette R. Bedis Princess Anne G. Grajo	Leah H. Peran Ronald Esteves
Bulusan			
Bulan	Michelle H. Guadamor		
Casiguran	Maricel M. Dineros		
Castilla			
Donsol			
Pilar	Sharon A. Vito		
Gubat			
Pto. Diaz	Rodel E. Pancho		
Juban			
Magallanes	Alvin T. Rosare		
Irosin	Owen N. Castillo		
Matnog			
Sta. Magdalena	Remus H. Zuniga		



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Republic of the Philippines
Department of Education
 Region V
SCHOOLS DIVISION OF SORSOGON

Kindergarten, Grades 1 & 4

Municipality	Program Lead	PMT	Resource Persons K + G1 + G4 =	No. of Participants K+G1+G4	Total Pax
Barcelona	Gloria Raymundo	8	2+2+8=12	21+23+24=68	88
Bulan	Isaias Bermas	12	8+8+ 20=36	77+105+98=280	328
Bulusan	Lisa Salonga	8	2+2+8= 12	22+26+26=74	94
Casiguran	Mr. Ferdinand Hamor	8	2+2+8=12	28+32+33=93	113
Castilla	Gen Nantiza	10	6+6+15=27	45+59+69=173	210
Donsol	Arnold Peralta	10	6+6+15=27	56+66+64=186	223
Gubat	Noel Agnote	8	4+4+10=18	43+57+58=158	184
Irosin	Manuel Estera	8	4+4+10=18	40+56+50=146	172
Juban	Lucy Hamor	8	2+2+8 = 12	27+35+33=95	115
Magallanes	Marissa Bendicio	8	4+4+10=18	35+43+41=119	147
Mathog	Rodolf Evasco	8	4+4+10=18	38+49+42=129	155
Pilar	Ed Sabalboro	10	6+6+15=27	64+80+76=220	257
Prieto Diaz	Rina Despuig	8	2+2+8=12	22+24+27=73	93
Sta. Magdalena	Imelda Huab	8	2+2+8=12	12+18+17=47	67
					2246



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SCHOOLS DIVISION OF SORSOGON

Grade 7

Municipality	Program Lead	PMT	Resource Persons	No. of Participants Grade 7 (all subjects)	Total Pax
Barcelona	Gloria Raymundo	2	8	22	32
Bulan	Isaias Bermas	3	20	92	115
Bulusan	Lisa Salonga	2	8	19	29
Casiguran	Ferdinand Hamor	2	8	39	49
Castilla	Genelita Nantiza	3	15	56	74
Donsol	Arnold Peralta	2	15	53	70
Gubat	Noel Agnote	2	10	68	80
Irosin	Manuel Estera	2	10	62	74
Juban	Lucy Hamor	2	8	39	49
Magallanes	Marissa Bendicio	2	10	42	54
Matnog	Rodolf Evasco	2	10	35	47
Pilar	Ed Sabalboro	3	15	63	81
Prieto Diaz	Rina Despuig	2	8	21	31
Sta. Magdalena	Imelda Huab	2	8	23	33
					818



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Republic of the Philippines
Department of Education
REGION V - BICOL

National Educators Academy of the Philippines – Region V

MONITORING AND EVALUATION VISIT CHECKLIST

(based on DepEd Memorandum No. 44, s. 2023 or the Interim Guidelines for the Quality Assurance and Monitoring and Evaluation of the National Educators Academy of the Philippines Core Programs)

Professional Development Program Provider: SDO Sorsogon Province		
Contact Person:	Designation:	
Contact No.:	Email Address:	
Program Title: SCHOOL-BASED TRAINING OF TEACHERS ON THE MATATAG CURRICULUM		
Quality Assurance:		
Date/s of Conduct:		
Venue:		
Total No. of Participants:	Male:	Female:

Instruction: Please put a check (/) mark on the requirements that have already been satisfied. Otherwise, put a cross (x) mark. Write your remarks as necessary.

Requirements	Status	Remarks
1. PARTICIPANTS: Are the accepted attendees the intended participants?		
2. LEARNING DESIGN: to what extent was the delivered training program compliant to the design.		
3. DELIVERY APPROACH: to what extent was the conducted training program compliant to the delivery approach and modality.		
4. RESOURCE SPEAKERS/RESOURCE PERSONS AND FACILITATORS: to what extent was the conducted training program compliant to the roster of resource persons.		
5. RESOURCE PACKAGES: to what extent were the learning resource packages compliant to the design in terms of content, format and style.		



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Department of Education
REGION V - BICOL

Office of the Regional Director

6. LEARNING EVALUATION: to what extent were the learning assessment carried out vis-à-vis the design.		
7. PROGRAM MANAGEMENT: to what extent were the training programs managed by the program provider/manager.		
8. LEARNING MANAGEMENT: to what extent was the venue for face to face/online training.		

Division Core Team Member:

Date: _____

Concurred:

Representative of the Municipality/District

Date:

Noted by:

Chief ES

Date: _____



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