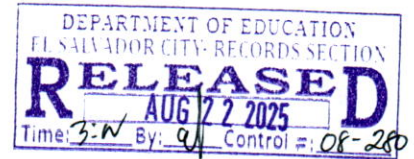




Republic of the Philippines
Department of Education

REGION X- NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the
Schools Division Superintendent

14 August 2025

DIVISION MEMORANDUM
No. 280, s. 2025

**PARTICIPATION TO THE PD PROGRAM BUILDING TEACHER EXPERTISE:
ENHANCING TEACHERS' COMPETENCE IN CONTENT AND PEDAGOGY**

To: **All Section Heads**
All Elementary School Heads
All Secondary School Heads
All Others Concerned
This Division

1. Regarding RM 569, s.2025, *Re: Conduct of PD Program Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy*, this Office informs the field of the aforesaid training on the dates and participants specified below:

Name	Position	Dates	Venue	Learning Area
Phoebe Joy Pacut-Lopez	M-T I	September 1-5	NEAP, Baguio City	Physical Science
Marie Jade A. Cacayan	EPS	September 1-5	NEAP, Baguio City	Physical Science
John Alfred L. Bajuyo	MT-I	September 22-26	TBA	English
Vanity Jade C. Lazaga	EPS	September 22-26	TBA	MAPEH
Melanie M. Ligutom	EPS	September 29-October 3	TBA	Values Ed.
Roque R. Sabasaje	EPS	October 13-17	TBA	EPP
Jovit D. Comon	EPS	November 3-7	TBA	English KS2

2. To ensure the smooth flow of school operations/classes, school-based participants are advised to make the necessary arrangements to ensure learning continuity.
3. Participant's travel and other related expenses shall be charged against School MOOE/ Division MOOE and other available local funds, subject to the usual accounting and auditing rules and regulations.
4. Further, filing of *Authority to Travel* shall be done individually, signed and endorsed by school head/section head before submission to the SDO for final approval.
5. The Office shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on

5. The Office shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
6. For guidance and strict compliance.


RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the Perpetual Index
under the following subjects:

SGOD/KRAS/hrd

PD Program

Conduct of the PD Program Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy

**Official Participants
Batch 2**

Physical Science KS 2 (15) September 1-5, 2025 NEAP Baguio City			
Name	Position	Division	Station
Rafunzel D. Epanis	EPS	Misamis Oriental	Schools Division Office
German C. Suminguit Jr.	EPS	Tangub City	Schools Division Office
Marvin S. Tusoy	Head Teacher I	Ozamiz City	Marcelino C. Regis Integrated School
Jimbo Russell C. Agbayani	EPS	Valencia City	School Division Office
Riza R. Nicor	EPS	Iligan City	School Division Office
Raquel J. Cabusas	PSDS	LDN	School Division Office
Ellen A. Azuelo	EPS	Bukidnon	Schools Division Office
Analy L. Ocier	EPS	Malaybalay City	Schools Division Office
Phoebe Joy Pacut-Lopez	MT 1	El Salvador City	Cogon NHS
Solly E. Namocatcat	EPS	Oroquieta City	Schools Division Office
Marissa M. Olarte	Head Teacher II	Misamis Occidental	CHIRAJ Memorial National High School
Vanessa Mae B. Martinez	School Principal I	Cagayan de Oro City	Macasandig National High School
Ricky Boy E. Junio	Assistant Principal II	Oroquieta City	Misamis Occidental National High School
Evelyn Q. Sumanda	EPS	Cagayan de Oro City	Schools Division Office
Marie Jade A. Cacayan	EPS	El Salvador City	Schools Division Office

English KS 3 (9) September 22-26, 2025 Venue: TBA			
Name	Position	Division	Station
Ramon G. Abrera Jr.	EPS	CLMD	Regional Office
Federico B. Araniego Jr.	EPS	Ozamiz City	Schools Division Office
Myra A. Ambalong	EPS	Iligan City	Schools Division Office
Mark A. Palad	EPS	Camiguin	Schools Division Office
Jane Charity Estrada	EPS	Lanao del Norte	Schools Division Office
Phoebe W. Taruc	EPS	Cagayan de Oro City	Schools Division Office
Maria Lucinita T. Mantawil	EPS	Oroquieta City	Schools Division Office
John L. Alfred Bajuyo	MT II	El Salvador City	Molugan National High School
Joylin B. Gimolatan	MT II	Valencia City	Valencia National High School

MAPEH KS 2 (9) September 22-26, 2025 Venue: TBA			
Name	Position	Division	Station
Bienvenido U. Tagolimot, Jr.	EPS	CLMD	Regional Office
Ronjie C. Rosete	EPS	Misamis Oriental	Schools Division Office
Kay Nannette Mercado	EPS	Iligan City	Schools Division Office
Sharon Bocongan	EPS	Malaybalay City	Schools Division Office
Jay Roferos	EPS	Oroquieta City	Schools Division Office
Jourven Okit	EPS	Valencia City	Schools Division Office
Vanity Lazaga	EPS	El Salvador City	Schools Division Office
Robin Tabar	EPS	Lanao del Norte	Schools Division Office
Alona Maghanoy	EPS	Misamis Occidental	Schools Division Office

Values Education KS 3 (15) September 29 - October 3, 2025 Venue: TBA			
Name	Position	Division	Station
Maricris B. Traspe	EPS	Oroquieta City	Schools Division Office
Dennis B. Dozano	EPS	Lanao del Norte	Schools Division Office
Eulalio S. Rupinta	EPS	Ozamiz City	Schools Division Office
Melanie M. Ligutom	EPS	El Salvador City	Schools Division Office
Yeselucio N. Patriarca, Jr.	EPS	Valencia City	Schools Division Office
Noemi B. Alforte	EPS	Camiguin	Schools Division Office
Corazon A. Lituañas	EPS	Gingoog City	Schools Division Office
Maryjane Cardente	EPS	Bukidnon	Schools Division Office
Belinda S. Tagolimot	T - II	Cagayan de Oro City	Macasandig NHS
Gladys L. Galido	Master Teacher - I	Bukidnon	Bukidnon NHS

EPP KS 2 (9) October 13-17, 2025 Venue: TBA			
Name	Position	Division	Station
Aireen Quimbo	EPS	Bukidnon	Schools Division Office
Janryl Louis L. Okit	EPS	Malaybalay City	Schools Division Office
Fortunato Ocaya Jr.	EPS	Valencia City	Schools Division Office
Mitchel V. Rodriguez	EPS	Gingoog City	Schools Division Office
Juan A. Mingo	EPS	CDO City	Schools Division Office
Roque R. Sabasaje	EPS	El Salvador City	Schools Division Office
Lilian Salan	EPS	Misamis Oriental	Schools Division Office
Blair D. Castillon	EPS	Iligan City	Schools Division Office
Rotsen Escorial	EPS	Lanao del Norte	Schools Division Office

Mathematics KS 3 (9) October 13-17, 2025 Venue: TBA			
Name	Position	Division	Station
Nelson R. Tumala Jr.	SST-III	Ozamiz City	Ozamiz City National High School
Gines C. Cacayan	EPS	Misamis Oriental	Schools Division Office
Ricardo R. Gutierrez Jr.	School Principal I	Bukidnon	Malitbog Agricultural High School
Rowel R. Llaca	Master Teacher 1	Lanao Del Norte	Lanao Del Norte Nchs
Lourgen V. Maalam	Master Teacher II	Misamis Occidental	Clarin National High School
Myrna S. Lactaotao	HT-I	Bukidnon	Bernardo Pajo Nietes Is
Vernie P. Bacayo	Head Teacher I	Misamis Occidental	Aloran Trade High School
Evelyn C. Ramos II	Head Teacher III	Iligan City	Iligan City National High School
Pennrio Jhun D. Maata	Head Teacher II	Gingoog City	Bal-Ason National High School

English KS 2 (9) November 3-7, 2025 Venue: TBA			
Name	Position	Division	Station
Levie D. Llemmit	EPS	Gingoog City	Schools Division Office
Rachel R. Valde	EPS	Malaybalay City	Schools Division Office
Clariza P. Cathedral	EPS	Tangub City	Schools Division Office
Dioselyn P. Patiluna	EPS	Misamis Occidental	Schools Division Office
Sarah Jane A. Valdez	EPS	Valencia City	Schools Division Office
Jovit D. Comon	EPS	El Salvador City	Schools Division Office

Arjay B. Zea	MT II	Misamis Oriental	Danao Elementary School
Arlie Suan Leoncio	MT II	Malaybalay City	Zamboanguita Central School
Lovejoy N. Sacupayo	MT II	Camiguin	Catibac Elementary School

Psical Science KS 3 (9) November 3-7, 2025 Venue: TBA			
Name	Position	Division	Station
Rafunzel D. Epanis	EPS	Misamis Oriental	Schools Division Office
Jezza Marie D. Meiares	MT-I	Gingoog City	Gingoog City Comprehensive NHS
Rowena E. Lontayao	EPS	Lanao del Norte	SDO- LDN
Analy L. Ocier	EPS	Malaybalay City	SDO- Malaybalay City
Jed Mae F. Coronel	EPS	Ozamiz City	SDO - Ozamiz City
Jimbo Russell C. Agbayani	EPS	Valencia City	SDO - Valencia City
Riza R. Nicor	EPS	Iligan City	SDO-Iligan City
Ellen A. Azuelo	EPS	Bukidnon	SDO-Bukidnon
Elna G. Mentang	Head Teacher - I	Tangub City	SDO - Tangub

GMRC KS 2 (9) November 17-21, 2025 Venue: TBA			
Name	Position	Division	Station
Romeo V. Balandra II	GMRC Focal Person	CLMD	Regional Office
Erwin L. Talason	Master teacher - I	Malaybalay City	Capitan Angel IS

Erwin L. Talason



Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM
DM-OUHROD-2025-708

TO : **Regional Directors**
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
CLMD Chiefs
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

Carmela Oracion
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM**
"BUILDING TEACHER EXPERTISE: ENHANCING TEACHERS'
COMPETENCE IN CONTENT AND PEDAGOGY"

DATE : 26 June 2025

1. The National Educators Academy of the Philippines (NEAP) will conduct the professional development program **"Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy"** across learning areas and key stages (KS), with the following schedule and details:

Activity	Date & Venue	Target Participants per Learning Area per RO	Registration Link
Batch 1			
Mentoring the Mentors on "Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy for Key Stage 2	04-08 August 2025 Venue: <i>NEAP Baguio City</i>	- Physical Science: 3 - English: 3 - MAPEH: 3 - EPP: 3 - GMRC: 3	https://tinyurl.com/B1-NEAP-BTE Deadline: 25 July 2025
Mentoring the Mentors on "Building Teacher Expertise: Enhancing Teachers' Competence in Content and Pedagogy for Key Stage 3	18-22 August 2025 Venue: <i>NEAP Baguio City</i>	- Physical Science: 3 - English: 3 - Mathematics: 3 - TLE: 3 - Values Education: 3	
Building Teacher Expertise: Enhancing Early Childhood Education Teachers' Competence in Content and Pedagogy	20-24 October 2025 Venue: <i>NEAP Marikina City</i>	- Early Childhood Education: 3	



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Batch 2			
Building Teacher Expertise: Enhancing Early Childhood Education Teachers' Competence in Content and Pedagogy	01-05 September 2025 Venue: NEAP Baguio	- Physical Science (KS 2): 15	https://tinyurl.com/B2-NEAP-BTE Deadline: 22 August 2025
	22-26 September 2025 Venue: TBA	- English (KS 3): 9 - MAPEH (KS 2): 9	
	29 September – 03 October 2025 Venue: TBA	- Values Ed (KS 3): 15	
	13-17 October 2025 Venue: TBA	- EPP (KS 2): 9 - Mathematics (KS 3): 9	
	03-07 November 2025 Venue: TBA	- English (KS 2): 9 - Physical Science (KS 3): 9	
	17-21 November 2025 Venue: TBA	- GMRC (KS 2): 9 - TLE (KS 3): 9	
	24-28 November 2025 Venue: TBA	- Early Childhood Education: 15	
	Note: Exact venues and other relevant details of the activities will be disseminated through a separate memorandum/advisory.		

- This program aims to enhance teachers' pedagogical content knowledge, subject-matter expertise, and instructional strategies to strengthen their teaching competencies across various learning areas and key stages.
- The program is composed of five (5) days of in-person sessions complemented by forty (40) hours of asynchronous experiential professional learning. The participants will be given five (5) months to complete their Workplace Application Plans (WAPs).
- In this regard, the **Regional Offices (ROs), through the HRDD Chiefs/NEAP R Focal Persons, in coordination with concerned Schools Division Offices (SDOs), are requested to endorse participants** based on the allocated slots per learning area provided above, **selected according to the qualification standards prescribed in the Guidelines in the Selection of Participants (Enclosure 1).**

Furthermore, each RO is requested to endorse relevant regional personnel to serve as a member of the Program Management Team (PMT), based on the allotted number of PMT members per region indicated in the **PMT Composition and Terms of Reference (Enclosure 2).**

The selected participants and RO PMT Members must be endorsed to the NEAP Central Office using the prescribed template (editable file accessible via the link <https://tinyurl.com/Template-for-Endorsement-Form>) through the Microsoft Forms link <https://forms.office.com/r/cmUG7Ly5Qss> on or before 25 July 2025.

- Enclosed are the following documents, for reference:
 - Enclosure 1** Guidelines in the Selection of Participants
 - Enclosure 2** PMT Composition and Terms of Reference
 - Enclosure 3** National Technical Working Group Members
 - Enclosure 4** Indicative Program of Activities and Meal Provision and Accommodation Guide
- In preparation for the said activities, an **Online Orientation Meeting** will be conducted with the HRDD Chiefs (or their designated representatives) on **23 July 2025, 1:30 – 3:30 p.m.** via Microsoft Teams (Meeting Link: <https://tinyurl.com/NEAPxHRDDCoorMtgReBTE>).



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7. The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.), and any necessary medication/s.
8. The participants are entitled to *Vacation Service Credits (VSCs)* in accordance with DepEd Order No. 013, s. 2024 *"Revised Guidelines on the Grant of VSCs for Teachers"* or *Compensatory Time-Off* pursuant to CSC-DBM Joint Circular No. 2, s. 2004 *"Non-Monetary Remuneration for Overtime Services Rendered,"* whichever is applicable.
9. The school heads are reminded to implement necessary arrangements to ensure that participation in the program of concerned personnel will not cause class disruptions and hamper office operations.
10. The participants' board and lodging will be charged against NEAP Human Resource Development (HRD) Fund while transportation, per diem, and other incidental expenses will be charged to RO/SDO/school/local funds, subject to the usual accounting and auditing rules and regulations.
11. Should you have questions and concerns, please coordinate with **Ms. Joy Magalona**, Senior Education Program Specialists, NEAP Professional Development Division, through email neap.pdd@deped.gov.ph / joy.magalona001@deped.gov.ph or landline (02) 8715-9919.
12. For immediate dissemination and appropriate action.

Copy furnished:

OFFICE OF THE SECRETARY

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS

(NEAP - POD / J.S. Magalona)



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Certificate No. P017 0243
 27.02.0085

A. INDICATIVE PROGRAM OF ACTIVITIES:

Time	Day 1	Day 2	Day 3	Day 4	Day 5
8:00-8:30 AM	Registration		Preliminaries / Management of Learning (MOL)		
8:30-9:00 AM	Opening Program -Nationalistic Song -Prayer -Messages from Executive Committee -General Guidelines and Procedures of the training. -Pre-Test	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
9:00-10:00 AM	Training Proper Break – Out Sessions (per Learning Area) -Discussion -Workshop -Session Activities -Completion of Session Outputs	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
10:00-10:30 AM	HEALTH BREAK				
10:30 AM-12:00 Noon	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
12:00 NN-1:00 PM	LUNCH BREAK				
1:00-1:15 PM	MANAGEMENT OF LEARNING				
1:15-3:00 PM	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)
3:00-3:15 PM	HEALTH BREAK				
3:15-4:30 PM	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Training Proper Break – Out Sessions (per Learning Area)	Post-Test Closing Program
4:30-5:00 PM	END OF THE DAY EVALUATION / PMT DEBRIEFING				

B. MEAL PROVISION:

Meals	DAY 0 (Sunday)	DAY 1 (Monday)	DAY 2 (Tuesday)	DAY 3 (Wednesday)	DAY 4 (Thursday)	DAY 5 (Friday)
Breakfast			✓	✓	✓	✓
AM Snack			✓	✓	✓	✓
Lunch			✓	✓	✓	✓
PM Snack			✓	✓	✓	✓
Dinner	✓		✓	✓	✓	

C. ACCOMMODATION DETAILS:

The participants are required to check in on the afternoon of Day 0 and check out on the afternoon of Day 5.