



Republic of the Philippines

## Department of Education

REGION III – CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

February 7, 2024

### SCHOOLS DIVISION MEMORANDUM

No. 021 s. 2024

#### **DIVISION ROLL-OUT ON INSTRUCTIONAL LEADERSHIP AND MANAGEMENT IN ADDRESSING LEARNING POVERTY (MODULE 1: MANAGING VARIED LEARNING ASSESSMENTS)**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. To capacitate the Schoolheads in leading initiatives on the innovative use of learning assessment tools, strategies and results consistent with the curriculum requirements and to ensure accountability in achieving higher learning outcomes, the Schools Division Office, through the School Governance and Operations Division (SGOD), shall conduct the Division Rollout on Instructional Leadership and Management in Addressing Learning Poverty (Module 1: Managing Varied Learning Assessments) on February 19-20, 2024 at the Muñoz National High School Conference Hall at 8:00 AM.
2. The schoolheads who attended in the Regional Training of Trainers last May 15-19, 2023 at Pulungbulu, Angeles City shall serve as the learning facilitators during the rollout.
3. Participants to this activity are the Public Elementary and Secondary Schoolheads. All participants shall bring laptop, extension cord and wifi router to be used during workshop and presentation of outputs.
4. There will be a registration fee of Php 600.00 charged against school MOOE subject to usual government accounting and auditing rules and regulation to cover the meals and snacks for the 2-day training.
5. Relative to this, there will be a planning meeting on February 8, 2024, 9:00 a.m. at SGOD Office. Participants in this activity are the Members of the Technical Working Group (TWG), Senior Education Program Specialist in-charge in SMME and Medical Officer III.
6. Attached to this memorandum are the following:
  - a. Enclosure No. 1: Matrix of Activities
  - b. Enclosure No. 2: Program Management Team and Technical Working Group



Republic of the Philippines

## Department of Education

REGION III – CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

7. For clarification, you may contact the Senior Education Program Specialist II, through [cyril.talusan@deped.gov.ph](mailto:cyril.talusan@deped.gov.ph) at cellphone number 0977-644-2582.
8. Immediate dissemination of this Memorandum is earnestly desired.

**JOHANNA N. GERVACIO PhD, CESO V**  
Schools Division Superintendent

*Encl. As stated  
To be indicated in the Perpetual Index  
Under the following subjects:*

*HUMAN RESOURCE DEVELOPMENT                      TRAINING-WORKSHOP  
INSTRUCTIONAL LEADERSHIP AND MANAGEMENT*

*SGOD-HRD/CST/Division Roll-out on Instructional Leadership and Management in Addressing Learning Poverty  
02/February 7, 2024*



Republic of the Philippines

## Department of Education

REGION III - CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. \_\_\_ to Division Memorandum No. 219, s. 2024

DIVISION ROLL-OUT ON INSTRUCTIONAL LEADERSHIP AND MANAGEMENT  
IN ADDRESSING LEARNING POVERTY  
MODULE 1: MANAGING VARIED LEARNING ASSESSMENTS  
February 15-16, 2024

**TRAINING MATRIX**

Time	Day 1: February 15, 2024	Day 2: February 16, 2024
7:45 - 8:15	Registration Opening Program	MOL
8:15 - 8:45	<b>Status of Learning Poverty</b> Cyril S. Talusan SEPS-II	<b>Item Analysis and Test Banking</b> Melanie N. Aquino Principal I
8:45 - 9:45	<b>Revisiting the Principles of Effective Assessment and Appropriate Types of Assessment</b> Joanna Marie D. Torda Principal I	<b>Designing Rubrics for Authentic Assessment</b> Michell T. Jayme Principal II
9:45 - 10:00	Health Break	Health Break
10:00 - 11:00	<b>Metacognition</b> Michell T. Jayme Principal II	<b>Construction of PISA-patterned Assessment with Workshop</b> Michell T. Jayme Principal II



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806-2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)



Republic of the Philippines

## Department of Education

REGION III – CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

11:00 - 12:00	<b>Eight Ways to Develop Metacognitive Skills</b> Michell T. Jayme Principal II	
12:00 - 1:00	Health Break	Health Break
1:00 - 2:00	<b>Metacognitive Development Thinking</b> Michell T. Jayme Principal II	<b>Blended Learning Assessment/ Tech-Aided CBA Assessment</b> Joanna Marie D. Torda Principal I
2:00 - 3:00	<b>HOTS and Blooms Revised Taxonomy/</b> Melanie N. Aquino Principal I	
3:00 - 4:00	<b>Preparation of Table of Specifications (TOS)</b> Melanie N. Aquino Principal I	<b>Special Topic- Leading the Way in Literacy Instruction</b> Joanna Marie D. Torda Principal I
4:00 - 4:30	<b>Applying Technical Standards on Test Construction with Workshop</b> Melanie N. Aquino Principal I	<b>Appropriate Data Analysis and Interpretation Techniques</b> Melanie N. Aquino Principal I
4:30 - 5:00		<b>Workshop on Workplace Application Project</b> <b>Ways Forward</b> Cyril S. Talusan SEPPS-II
		Closing Ceremony



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806-2192; Email Address: [munozscience.city@deped.gov.ph](mailto:munozscience.city@deped.gov.ph)



Republic of the Philippines

Department of Education

REGION III – CENTRAL LUZON

SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

Enclosure No. \_\_\_\_ to Schools Division Memorandum No. 059 s, 2024

**PROGRAM MANAGEMENT TEAM**

Consultants: JOHANNA N. GERVACIO PhD, CESO V  
Schools Division Superintendent

RONILO E. HILARIO, CESO VI  
Assistant Schools Division Superintendent

Chair: BERNARDO A. GARGABITE EdD  
Chief ES – School Governance and Operations Division

Co-Chair: CYRIL S. TALUSAN  
Senior Education Program Specialist II

JAMES PATRICK S. BARIAS  
OIC - Education Program Specialist II

Members: MARIANNE C. CORONEL MD  
Medical Officer III

LAMBERTO P. CORPUZ  
SEPS – M&E

**TECHNICAL WORKING GROUP**

Chairman:	ERINA ROSE V. LADIGNON	Project Development Officer I
Members:	MAY P. PADILLA	Head Teacher I
	MARGARIE DC. LUCERO	Teacher-in-Charge
	ANN CHRISTIAN A. FRANCISCO	Assistant Principal
	RIZA A. MANINANG	Administrative Assistant III



Address: Brgy. Rizal, Science City of Muñoz, 3119  
Telephone No. : (044) 896-3192 Email Address: [scm@deped.gov.ph](mailto:scm@deped.gov.ph)