



**RECEIVED**  
10 JUL 2025

CTRL No.: 2025-07-227

Republika ng Pilipinas  
Kagawaran ng Edukasyon  
REHIYON V (BIKOL)

TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA

July 7, 2025

**DIVISION MEMORANDUM**

No. 227 s. 2025

**CAPACITY BUILDING ON PROVIDING TECHNICAL ASSISTANCE  
THROUGH REFLECTIVE-COLLABORATIVE EXPERTISE**

To: Assistant Schools Division Superintendent  
Chiefs, CID and SGOD  
Education Program Supervisors  
Education Program Specialists  
Public Elementary and Secondary School Heads  
Others Concerned

1. To equip the School Heads and other Key Techers with the skills and knowledge to effectively deliver technical assistance to teachers, this office shall conduct the **Capacity Building on Providing Technical Assistance Through Reflective-Collaborative Expertise** on August 14 to15, September 5 and December 5, 2025. The venue will be announced through an advisory.
2. In this activity, the participants shall be able to achieve the following enabling objectives:
  - a. analyze the role of technical assistance in enhancing teacher effectiveness and organizational improvement;
  - b. learn and apply reflective frameworks (e.g., Schön's reflective practice model, etc.) to evaluate and improve one's own approach to technical assistance;
  - c. use journaling, peer feedback, and case studies to foster self-awareness and improve delivery of technical support; and
  - d. enhance/develop strategies to establish trust and open communication among peers, including active listening and inquiry techniques based on needs analysis.
3. The participants in this capacity building are the select school heads and teachers enlisted in Enclosure No. 3 of this Memorandum. They are expected to bring samples of filled out COT, Supervisory Notes, and Resource Package for School Heads and Teachers.

4. Expenses such as food, and training materials shall be charged against HRD Continuing Fund or local fund subject to usual accounting and auditing rules and regulations.
5. Enclosed are the Executive and Working Committees, Training Matrix, and List of Participants.
6. For the information, dissemination and appropriate action of all concerned.

**MAYLANI L. GALICIA**  
Assistant Schools Division Superintendent

Encl. as stated



**MATATAG | IRIGA  
SPRINGS**

San Nicolas, Iriga City  
(054) 844-51-18  
[iriga.city@deped.gov.ph](mailto:iriga.city@deped.gov.ph)

**CAPACITY BUILDING ON PROVIDING TECHNICAL ASSISTANCE  
THROUGH REFLECTIVE-COLLABORATIVE EXPERTISE**

**EXECUTIVE COMMITTEE**

**MARIA-MAGNOLIA F. BRIOSO**  
Assistant Schools Division Superintendent  
Officer In Charge  
Overall Chairperson

**MAYLANI L. GALICIA**  
Assistant Schools Division Superintendent  
Officer In Charge  
Overall Chairperson

**JERSON V. TORALDE**  
Chief, Curriculum Implementation Division  
Co- Chairperson

**NOEL G. CABALTERA**  
Chief, Schools Governance Operations Division  
Member

**CYNTHIA T. MONTANEZ**  
Education Program Supervisor  
Project Owner  
Member

---

**WORKING COMMITTEES**

| Area                       | In Charge                             |
|----------------------------|---------------------------------------|
| PROGRAM & CERTIFICATES     | Cynthia T. Montanez<br>Rommel Velasco |
| VENUE                      | Rommel Velasco                        |
| ATTENDANCE & DOCUMENTATION | All EPSs                              |
| FOOD                       | Sharon Corporal                       |



**Republika ng Pilipinas**  
**Kagawaran ng Edukasyon**  
**REHIYON V (BIKOL)**  
**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA**

**Capacity Building on Providing Technical Assistance  
Through Reflective-Collaborative Expertise**

**GENERAL TRAINING MATRIX**

| <b>Time</b>   | <b>Day 1</b>                                                             | <b>Day 2</b>                                                                                                         |
|---------------|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 7:30 – 8:00   | Preliminaries<br>Opening Program                                         | Preliminaries                                                                                                        |
| 8:00 – 9:30   | Session 1: Understanding<br>Reflective Collaborative<br>Practice         | Session 6: Practical Skills<br>and Application Using<br>Reflective-Collaborative<br>Practice Through Lesson<br>Study |
| 9:30 – 10:00  | Break                                                                    |                                                                                                                      |
| 10:00 – 11:00 | Session 2: Developing<br>Reflective Mindset and<br>Collaborative Culture | Session 7: Addressing<br>Specific Pedagogical and<br>Content Challenges<br>(Breakout Session)                        |
| 11:00 – 12:00 | Session 3:                                                               |                                                                                                                      |
| 12:00 – 1:00  | Lunch Break                                                              |                                                                                                                      |
| 1:00 – 2:30   | Session 4: What is A<br>Lesson Study?                                    | Activity 3: Simulation of the<br>Enhanced Lesson                                                                     |
| 2:00 – 2:30   | Activity 1: Lesson<br>Simulation                                         | Activity 4: Debriefing and<br>Discussion of Observation<br>Data                                                      |
| 2:30 – 5:00   | Activity 2: Debriefing and<br>Discussion of Observation<br>Data          | Clearing House<br>Closing Program                                                                                    |
|               |                                                                          |                                                                                                                      |



**Republika ng Pilipinas**  
**Kagawaran ng Edukasyon**  
**REHIYON V (BIKOL)**  
**TANGGAPANG PANSANGAY NG MGA PAARALAN NG LUNGSOD IRIGA**

**Capacity Building on Providing Technical Assistance  
Through Reflective-Collaborative Expertise**

**LIST OF PARTICIPANTS**

| <b>Learning Area</b> | <b>Name of Participants</b>    | <b>School</b>        |
|----------------------|--------------------------------|----------------------|
| <b>ENGLISH 1</b>     | 1. Claudia Marilou S. Marpuri  | CID                  |
|                      | 2. Verna O. Contreras          | ZAHS                 |
|                      | 3. Ella Marie Z. Cornelio      | ZAHS                 |
|                      | 4. Lallie Amoroso              | ZAHS                 |
|                      | 5. Jinky O. Bas                | CRIS                 |
|                      | 6. John Khevin C. Gambal       | San Vicente Norte ES |
|                      | 7. Rommel C. Velasco           | RNTVS                |
|                      | 8. Imelda Barrameda            | PHHS                 |
|                      | 9. Jaypee A. Villareal         | Antipolo IS          |
|                      | 10. Milany V. Corporal         | Sta. Cruz Norte      |
|                      | 11. Meriam L. Camila           | RNTVS                |
|                      | 12. Maricel B. Bernal          | San Juan IS          |
|                      | 13. Elsa B. Regalado           | PHHS                 |
|                      | 14. Ricky B. Sergio            | Sto. Nino ES         |
|                      | 15. Pedro N. Morada            | San Isidro ES        |
| <b>FILIPINO</b>      | 16. 1. Rechie O. Salcedo       | CID                  |
|                      | 17. 2. Goldamir H. Ramirez     | SASANHS              |
|                      | 18. 3. Jerickson D. Getizo     | RNTVS                |
|                      | 19. 4. Laila C. Namoro         | ZAHS                 |
|                      | 20. 5. Jon-jon A. Oyales       | ZAHS                 |
|                      | 21. 6. Girlie Marie L. Peñales | ZAHS                 |
|                      | 22. 7. Rachel T. Villareal     | Sagarada NHS         |
|                      | 23. 8. Angela T. Laut          | PHHS                 |
|                      | 24. 9. Ma. Theresa I. Cortez   | ICS                  |
|                      | 25. 10. Rey Antoni S. Malate   | Salvacion I          |
|                      | 26. 11. Roxanne Marie C. Isaac | Sagrada ES           |
|                      | 27. 12. Juliet T. De Villa     | Santiago IS          |
|                      | 28. 13. Megan Rose F. Blanco   | San Antonio NHS      |
|                      | 29. 14. Catherine C. Albino    | Sto. Nino NHS        |
|                      | 30. 15. Janine C. Tagum        | Cawayan ES           |

|                       |    |                                 |                     |
|-----------------------|----|---------------------------------|---------------------|
| MATH                  | 31 | 1. Alfie T. Gascon              | CID                 |
|                       | 32 | 2. Ma. Fe F. Ibarreta           | San Isidro ES       |
|                       | 33 | 3. Elyssa Danica T. Leonor      | San Agustin ES      |
|                       | 34 | 4. Marilou G. Sacay             | ICS                 |
|                       | 35 | 5. Karen A. Belonio             | ICS                 |
|                       | 36 | 6. Elena A. Cortez              | Iriga South Central |
|                       | 37 | 7. Lorabelle S. Villagrancia    | Nino Jesus ES       |
|                       | 38 | 8. Daisy L. Tangelon            | Sto. Nino ES        |
|                       | 39 | 9. Mitsura B. De Villa          | San Isidro ES       |
|                       | 40 | 10. Charo B. Antang             | INCS                |
|                       | 41 | 11. Elsie V. Lagatic            | Santiago IS         |
|                       | 42 | 12. Erma O. Bagacina            | ZAHS                |
|                       | 43 | 13. Jovelyn P. Constancio       | San Antonio NHS     |
|                       | 44 | 14. John Rommel Malate          | ZAHS                |
|                       | 45 | 15. Jeai Mae Nancy F. Agapito   | San Pedro NHS       |
| SCIENCE               | 46 | 1. Helen Z. Cornelio            | CID                 |
|                       | 47 | 2. Joy Anne S. Dapito           | ICS                 |
|                       | 48 | 3. Cindy A. Filio               | ICS                 |
|                       | 49 | 4. Maila B. Ceguera             | ZAHS                |
|                       | 50 | 5. Rosalyn Miralpes             | ZAHS                |
|                       | 51 | 6. Athina L. Camila             | RNTVS               |
|                       | 52 | 7. Myla Ann A. Bernales         | San Francisco NHS   |
|                       | 53 | 8. Aizabeth B. Iraola           | San Antonio NHS     |
|                       | 54 | 9. Jean V. Reginaldo            | ZAHS                |
|                       | 55 | 10. Judy C. Salcedo             | RNTVS               |
|                       | 56 | 11. Vanessa Camilee Panganiban  | San Pedro NHS       |
|                       | 57 | 12. Salve Joy T. Buere          | ZAHS                |
|                       | 58 | 13. Hector T. Pante             | PHHS                |
|                       | 59 | 14. Francis Richard B. Villar   | PHHS                |
|                       | 60 | 15. Ida T. Ibarrientos          | RNTVS               |
| ARALING<br>PANLIPUNAN | 61 | 1. Florenia C. Toralde          | CID                 |
|                       | 62 | 2. Rowel N. Lucena              | SASANHS             |
|                       | 63 | 3. Alma O. Vargas               | San Ramon ES        |
|                       | 64 | 4. Roxanne Michelle V. Librando | ICS                 |
|                       | 65 | 5. Susan D. Ramos               | INCS                |
|                       | 66 | 6. Nilda Corporal               | Sto. Nino ES        |
|                       | 67 | 7. Irma Gonzales                | San Isidro ES       |
|                       | 68 | 8. Hazel Albano                 | ZAHS                |
|                       | 69 | 9. Jazmine S. Sumayao           | SIS                 |
|                       | 70 | 10. Marycil E. Cabaltera        | Sta. Maria HS       |
|                       | 71 | 11. Elias P. Salcedo            | PHHS                |
|                       | 72 | 12. Marites Lucena              | RNTVS               |
|                       | 73 | 13. Rey M. Bueno                | PHHS                |

|              |     |                                 |                      |
|--------------|-----|---------------------------------|----------------------|
|              | 74  | 14. Luningning D. Nagrampa      | San Vicente Sur ES   |
|              | 75  | 15. Noel L.Desquitado           | INCS                 |
| MAPEH        | 76  | 1. Cynthia T. Montanez          | CID                  |
|              | 77  | 2. Cloyd B. Lagyap              | ZAHS                 |
|              | 78  | 3. Arjay Dimanarig              | ZAHS                 |
|              | 79  | 4. Justine Sienne Corporal      | San Nicolas ES       |
|              | 80  | 5. Mercy A. Dorosan             | San Agustin ES       |
|              | 81  | 6. Fatima T. Carullo            | Santiago IS          |
|              | 82  | 7. Mary Ann Andalis             | Sagrada NHS          |
|              | 83  | 8. Serena Bardaje               | San Francisco ES     |
|              | 84  | 9. Daniel T. Cabaltera          | INCS                 |
|              | 85  | 10. Seth Francis N. Bermillo    | San Pedro NHS        |
|              | 86  | 11. Dama M. De Villa            | PHHS                 |
|              | 87  | 12. Randy Roy C. Mota           | ISCS                 |
|              | 88  | 13. Grace D. Nueva              | ICS                  |
|              | 89  | 14. Leo Sarmiento               | San Pedro ES         |
|              | 90  | 15. Maribel C. Vargas           | San Miguel ES        |
| TLE/TVE      | 91  | 1. Randy A. Bona                | CID                  |
|              | 92  | 2. Nilda C. Nagrampa            | ZAHS                 |
|              | 93  | 3. Nympha B. Sabularse          | ZAHS                 |
|              | 94  | 4. Recheel E. Salcedo           | Sto. Nino NHS        |
|              | 95  | 5. Freda I. Tabarangao          | RNTVS                |
|              | 96  | 6. Sharon Cheryll B. Oliva      | RNTVS                |
|              | 97  | 7. Monaliza Trinidad C. General | San Antonio NHS      |
|              | 98  | 8. Maria Aila R. Rodriguez      | Perpetual Help NHS   |
|              | 99  | 9. Francia Lyn E. Malate        | San Francisco NHS    |
|              | 100 | 10. Hidito C. Dorosan           | Iriga Central School |
|              | 101 | 11. Analiza O. De Villa         | Iriga Central School |
|              | 102 | 12. Gina C. Salvadora           | Sto. Nino ES         |
|              | 103 | 13. Eden V. Sentillas           | San Antonio ES       |
|              | 104 | 14. Teresita C. Sumpay          | Sagrada NHS          |
|              | 105 | 15. Beverly A. Catimbang        | Sta. Maria HS        |
| GMRC/Val. Ed | 106 | 1. Sahlee B. Cerillo            | CID                  |
|              | 107 | 2. Antonette B. Real            | Salvacion IS         |
|              | 108 | 3. Ana Razel B. Bunafe          | CRIS                 |
|              | 109 | 4. Roxanne Marie C. Isaac       | Sagrada ES           |
|              | 110 | 5. Maricel O. Bucol             | San Agustin ES       |
|              | 111 | 6. Maricar M. Gascon            | San Agustin ES       |
|              | 112 | 7. Gemma L. Cedilla             | ISCS                 |
|              | 113 | 8. Lanie B. Marcaida            | PHHS                 |
|              | 114 | 9. Jean Maricon D. Regaspi      | PHHS                 |
|              | 115 | 10. Ma. Rosil F. abanil         | RNTVS                |
|              | 116 | 11. Teresa V. Buena             | ZAHS                 |
|              | 117 | 12. Amy I. Roman                | SFNHS                |

|              |                             |                    |
|--------------|-----------------------------|--------------------|
| 118          | 13. Elena M. Loquias        | CRIS               |
| 119          | 14. Julieta M. Flores       | San Agustin ES     |
| 120          | 15. Dulce B. Concepcion     | Tubigan ES         |
| KINDERGARTEN |                             |                    |
| 121          | 1. Salvacion M. Magistrado  | CID                |
| 122          | 2. Myra A. Talaguit         | Sta Teresita ES    |
| 123          | 3. Lea N. Caganda           | Tubigan ES         |
| 124          | 4. Jessa T. Taduran         | San Pedro ES       |
| 125          | 5. Maria Elena T. De Villa  | San Vicente Su ESr |
| 126          | 6. Maria Georgette T. Bayos | Santiago IS        |
| 127          | 7. Clarissa T. Tibi         | ISCS               |
| 128          | 8. Pina B. Candido          | ICS                |
| 129          | 9. Angeline L. Albano       | San Agustin ES     |
| 130          | 10. Darilitz B. Barce       | San Francisco ES   |
| 131          | 11. Maricor B. Abano        | San Isidro ES      |
| 132          | 12. Wenniam I. Fulgueras    | ICS                |
| 133          | 13. Cheryl G. Tabarangao    | ISCS               |
| 134          | 14. Maria Esther V. Serdeno | San Juan IS        |
| 135          | 15. Benjie D. Orbon         | Cawayan ES         |
|              |                             |                    |