

Republic of the Philippines
Department of Education
REGION IV-A CALABARZON




4 August 2023

Regional Memorandum
No.469 s.2023

**CAPACITY BUILDING CUM WORKSHOP WITH SCHOOLS
DIVISION OFFICE (SDO) COUNTERPARTS ON THE
PROCESSES FOR ESTABLISHMENT OF
PUBLIC AND PRIVATE SCHOOLS**

To **Schools Division Superintendents**

1. This Office through the Quality Assurance Division (QAD) announces the conduct of the **Capacity Building Cum Workshop with SDO Counterparts on the Processes for the Establishment of Public and Private Schools** to be held on September 14-15, 2023 at the venue to be announced in a separate advisory.
2. This workshop aims to achieve the following:
 - a. Review the latest DepEd issuances related to public school's evaluation of application such as farm school and open high school;
 - b. Revisit the public Senior High Schools implementation status and address the concerns relevant to the implementation.
 - c. Review the latest issuances on private school's application and address the current issues and concerns such as Tuition Fee Increase, Special Order Application, etc.
3. The participants in this activity are the SGOD Chief, CID Chiefs and/or representatives, select SDO Public and Private School Coordinators, Quality Assurance Division (QAD) Personnel, select PPRD personnel, RO Legal Officer, CLMD Chief and one (1) EPS. Please see attached Enclosure 1 for the indicative activities and Enclosure 2 for the number of participants per SDO.
4. Food, accommodation, and other incidental expenses including travel cost of the Regional Office personnel shall be charged to Regional Funds while the travel expenses of Division Office personnel shall be charged to Division Funds.
5. For further details, please contact Elena L. Lopez, Education Program Supervisor thru QAD landline No. (02) 8682-2114 local 450.
6. Immediate dissemination of this Memorandum is enjoined.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

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Certificate No. PHP QMS
22 93 0085

Enclosure 1

**CAPACITY BUILDING CUM WORKSHOP WITH SDO COUNTERPARTS ON
PUBLIC AND PRIVATE SCHOOL PROCESSES**

September 7-8, 2023

Venue: TBA

INDICATIVE ACTIVITIES

September 7, 2023 (Day 1)		
TIME	ACTIVITY	IN-CHARGE
8:00 AM-9:00 AM	Breakfast	
9:30-10:00AM	Registration/Assembly	QAD TWG
10:00-10:20 AM	Opening Program National Anthem Prayer CALABARZON March Quality Policy Statement	Audio Visual Presentation (AVP)
10:20-10:25 AM	Welcome Remarks	LUZ E. OSMEÑA Chief Quality Assurance Division
10:25-10:30 AM	Presentation of the Participants	BUENALYN M. MANUEL Education Program Supervisor Quality Assurance Division
10:30-11:00 AM	Inspirational Messages	ATTY. ALBERTO ESCOBARTE, CESO II Regional Director LOIDA N. NIDEA Assistant Regional Director
11:00-12:00 AM	Session 1: Regional Dashboard on SHS and Special Curricula	ELENA L. LOPEZ Education Program Supervisor Quality Assurance Division
12:00-12:45 PM	Health Lunch Break	
1:00-3:00 PM	Session 2: Farm School Application Guidelines	VIRGILO GUEVERRA EPS, CLMD ROMYR LAZO EPS, QAD
3:00-3:30 PM	Health Afternoon Break	
3:30-4:30 PM	Session 3: Special Curricula Programs Application and its Legal Basis	LUZ E. OSMENA Chief, QAD
4:30-5:00PM	Q&A	EMELIA M. AYTONA Education Program Supervisor Quality Assurance Division
5:00 PM	Announcements and other Reminders/Day 1 Evaluation	ELENA L. LOPEZ Education Program Supervisor Quality Assurance Division

September 8, 2023 (Day 2)		
TIME	ACTIVITY	IN-CHARGE
7:00-8:00 AM	Breakfast	
8:00-8:30 AM	Synthesis Warm-up Activity	ELENA L. LOPEZ <i>Education Program Supervisor Quality Assurance Division</i>
8:30-10:30 AM	Session 4: Learner's Information System (LIS) Issues and Concerns	JONATHAN DICE <i>Planning Service, Central Office</i>
10:30- 10:45 AM	Health Break	
10:45-12:00 NN	Continuation...Session 4: Learner's Information System (LIS) Issues and Concerns	JONATHAN DICE <i>Planning Service, Central Office</i>
12:00-12:45 PM	Healthy Lunch Break	
12:45-1:00 PM	Energizer	LOIDA TOMILDEN <i>Education Program Supervisor Quality Assurance Division</i>
1:00-3:00 PM	Session 5: Special Order (SO) and Tuition Fee Increase	ELENA L. LOPEZ <i>Education Program Supervisor Quality Assurance Division</i>
3:00-4:00 PM	Wrap-up/Synthesis/ Agreements	ELENA L. LOPEZ <i>Education Program Supervisor Quality Assurance Division</i>
4:00-4:30 PM	Closing Program	QAD TWG
4:30- 5:00 PM	Home Sweet Home	

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Enclosure 2

**CAPACITY BUILDING CUM WORKSHOP WITH SDO COUNTERPARTS ON
PUBLIC AND PRIVATE SCHOOL PROCESSES**

September 7-8, 2023

Venue: TBA

ALLOTTED SLOTS PER SDO

No.	SDO	Select Participants		
		SGOD Chief	CID Chief	Public/Private School Coordinator
1	Antipolo City	/	/	/
2	Bacoor City	/	/	/
3	Batangas City	/	/	/
4	Batangas Province	/	/	/
5	Binan City	/	/	/
6	Cabuyao City	/	/	/
7	Calamba City	/	/	/
8	Cavite City	/	/	/
9	Cavite Province	/	/	/
10	Dasmarinas City	/	/	/
11	Gen. Trias City	/	/	/
12	Imus City	/	/	/
13	Laguna Province	/	/	/
14	Lipa City	/	/	/
15	Lucena City	/	/	/
16	Quezon Province	/	/	/
17	Rizal Province	/	/	/
18	San Pablo City	/	/	/
19	San Pedro City	/	/	/
20	Sta. Rosa City	/	/	/
21	Sto. Tomas City	/	/	/
22	Tanauan City	/	/	/
23	Tayabas City	/	/	/
Total		23	23	18

REGIONAL OFFICE PARTICIPANTS

No.	Name	Functional Division
1	Luz E. Osmena	Chief, QAD
2	Emelia Aytona	EPS
3	Romyr Lazo	EPS
4	Elena Lopez	EPS
5	Buenalyn Manuel	EPS
6	Lito Palomar	EPS
7	Loida Tomilden	EPS
8	Florence Santos	ADAS
9	Mary Mae Hornido	ADAS
10	Elino S. Garcia	Chief, PPRD
11	Virgilio Guevarra	EPS, CLMD