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ESSD-RM-2024-77

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

16 January 2024

Regional Memorandum
No. 77 s. 2024

**WORKSHOP ON PARTNERSHIP MANAGEMENT AND
LEARNING SESSIONS**

To **Schools Division Superintendent**
School Governance and Operation Chiefs
Division Partnership Focal Persons
All others Concerned

1. Relative to the DM CO-EPS No. 11-551 s. 2023¹, this Office, through the Education Support Services Division, will conduct a 3-day *Workshop on Partnership Management and Learning Sessions* on February 27-29, 2024, at the venue to be announced by a separate issuance.
2. This activity aims to:
 - a. strengthen divisions focal persons camaraderie and partnership building and linkages capability for Adopt-A-School Program;
 - b. introduce new partnership skills to cope with the rapidly changing environment through learning sessions;
 - c. encourage personnel to act on school needs and partner with local issues through problem analysis; and
 - d. converge partnership with external stakeholders.
3. Participants in the 3-day workshop are the ESSD Staff, Division Partnership Focal Person, and selected SDO Federation of Parent and Teachers Association presidents according to their respective schedules. **See Annex A.**
4. As part of the workshop, there will be an online learning session on February 13 and 14, 2024. All participants are highly encouraged to invite school heads and school partnership focal persons to join the learning session. The link will be provided to the Region IV-A Partnership Focal Persons Group Chat.

¹ National Consultative Meeting on Partnership in Education (Partnership Management Committee Meeting) and Partnership Learning Session
03/ROE3



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Certificate No. PHP QMS
22 93 0085

5. See **Annexes B-D** for the **Workshop Guidelines, Program of Activity, and Links for data collection and registration.**
6. Travel and other related expenses incurred by all participants in this activity can be charged to local funds, Program Support Funds, or to the School MOOE subject to usual accounting and auditing rules and regulations.
7. For inquiries and concerns, please contact the ESSD at email essd.calabarzon@deped.gov.ph or Mr. Ramil G. Ginete, Project Development Officer IV at (02) 8682 – 2114 local 430.
8. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

03: ROE3

Workshop on Partnership Management and Learning Sessions

Annex A: List of Participants and Schedule

Schedule Date	ESSD Staff	Position	Term of Reference
Day 1,2 and 3 February 27-29, 2024	1.Eduarda M. Zapanta 2.Ramil G. Ginete 3.Wilbert C. Ulpindo 4.Johnalen Aira S. Soberano 5.Marivic P. Pedrialva 6.Joseph T. Ocampo	Chief Education Supervisor Project Development Officer IV Project Development Officer II Nutritionist/ Dietitian Administrative Aide III Sports Officer	Chairperson Facilitator Facilitator Facilitator TWG TWG

Schedule Date	Partnership Focal Person	EPS II	PARENTS	GROUP
Day 1 02/27/24	1.Albeno L. Del Monte Jr 2.Caroline C. Gayeta 3.Anabel E. Magalona 4. Arwin M. Ternida 5. Eva Joyce V. Cabantog 6. Ronnie Z. Villanueva 7. Ronald L. Manaig 8.Patricia Ann M. Garcia 9.Mary Ann B. Gatpandan 10.Mark Jayson G. Espinosa 11.Leah Anne A. Misenas 12.Girlie Anne S. Obias 13.Marlyn N. Lozada 14.Shella M. Masilang 15.Belen M. Andal 16. Paul Clifford N. Marquez 17.Nico N. Aquino 18.Venus F. Florentino 19.Maryrose S. Aguilar 20.Jason G. Sagaysay 21.Maria Teresa A. Malveda 22.Edward G. Landayan 23.Joan Kathleen M. Talabong	None	None	SGOD

Schedule Date	Partnership Focal Person	EPS II	PARENTS	GROUP
Day 2 02/28/24	1.Albeno L. Del Monte Jr 2.Caroline C. Gayeta 3.Anabel E. Magalona 4. Arwin M. Ternida 5. Eva Joyce V. Cabantog 6. Ronnie Z. Villanueva 7. Ronald L. Manaig 8.Patricia Ann M. Garcia 9.Mary Ann B. Gatpandan 10.Mark Jayson G. Espinosa 11.Leah Anne A. Misenas 12.Girlie Anne S. Obias 13.Marlyn N. Lozada 14.Shella M. Masilang 15.Belen M. Andal 16. Paul Clifford N. Marquez 17.Nico N. Aquino 18.Venus F. Florentino 19.Maryrose S. Aguilar 20.Jason G. Sagaysay 21.Maria Teresa A. Malveda 22.Edward G. Landayan 23.Joan Kathleen M. Talabong	1.Rizalvy S. Pineda 2. Maria Vinnah C. Delgado 3. Eva Joyce V. Cabantog 4. Josiel Joulie L. Punongbayan 5. Lyn C. Sison 6. Angelica, Sarmiento 7. Erica P. Ersando 8.Miguel R. Melendres 9.Rencie O. Majillo 10.Czeila P. Vicente 11.Angelica M. Sarmiento 12.Laiza P. Villamater 13.Mary Joyce P. Salamat 14.Jovelyn L. Jaqueca 15.Claudine V. Dapnatnapo 16.Jenneth J. Lareña 17.Floro L. Peria Jr. 18.Lourdes M. Pulanco 19.Argel Joepet C. Landicho	None	SGOD

Schedule Date	Partnership Focal Person	EPS II	PARENTS	GROUP
Day 3 02/29/24	1.Albeno L. Del Monte Jr 2.Caroline C. Gayeta 3.Anabel E. Magalona 4. Arwin M. Ternida 5. Eva Joyce V. Cabantog 6. Ronnie Z. Villanueva 7. Ronald L. Manaig 8.Patricia Ann M. Garcia 9.Mary Ann B. Gatpandan 10.Mark Jayson G. Espinosa 11.Leah Anne A. Misenas 12.Girlie Anne S. Obias 13.Marlyn N. Lozada 14.Shella M. Masilang 15.Belen M. Andal 16. Paul Clifford N. Marquez 17.Nico N. Aquino 18.Venus F. Florentino 19.Maryrose S. Aguilar 20.Jason G. Sagaysay 21.Maria Teresa A. Malveda 22.Edward G. Landayan 23.Joan Kathleen M. Talabong	None	1. Maria Bonnie C. Manlunas 2. Lerma Garcia 3. Randy Baleros 4. Cherry C. Torres 5. Marvin C Ocumen 6. Nelson Delfinado 7. Charmy Faith De Guzman 8. Jhomar C. Bartolome 9. Restituto P. Rodelas 10.Jonathan V. Bobadilla 11.Shirlyn D. Maglente 12.Elsie D. Roque 13.Hon. Bloosom Panganiban 14.Sheryl Amazona 15.Erick M. Estelar 16.Rainier Glenn Oliveros 17.Anthony Mateo 18.Warren A. Lorbis 19. Rex E. Ellado 20.Cristito S. Arriola 21.Maria Fe M. Malveda 22.Emma Mendoza	SGOD External Stakeholders

Workshop on Partnership Management and Learning Sessions

Annex B Workshop Guidelines

1. Participants per division shall bring the following;
 - a. Laptop and extension wire
 - b. Your calling card.
 - c. List of School Priority Needs and available education partners.
 - d. Standard Adopt-A-School MOA, MOU, DOD, DOA, or any local Agreement used in accepting donations.
 - e. Sample communication letter and template for partnership proposal
 - f. Sample of Monitoring and Evaluation Form
2. Participants per division shall prepare the following;
 - a. Provide the requested data by answering the link given in Annex letter D. and follow the given deadline for submission.
 - b. Get ready for the election of a new set of officers of the Regional Social Mobilization and Networking Association. Anyone from the SEPS -Division Partnership Focal Person is qualified to be nominated. The incumbent president is still qualified to be nominated except for the presidency.
3. Reminders
 - a. Register at the given registration link on time. Details are provided in the link.
 - b. Attendance is a must, and everybody is encouraged to actively participate.
 - c. Be reminded of the Online Kumustahan and Learning session on February 13 and 14, 2024. You are encouraged to invite school heads and Brigada Eskwela Coordinators (ASP Coordinators).

Annex C**Workshop on Partnership Management and Learning Session****Program of the Activity**

DAY 1 February 27, 2024, Tuesday		
Time	Activity	Person In Charge
8:00- 8:30 AM	Arrival/Registration/ Breakfast	Facilitator All Participants
8:30- 9:00 AM	Preliminaries	
9:00- 9:05 AM	Prayer	ADV
9:05- 9:10 AM	National Anthem	ADV
9:10-9:15 AM	Calabarzon March	ADV
9:15-9:25 AM	Recognition/Check of Attendance of Participants/Division Mantra	
9:25- 9:35 AM	Welcome Message Statement of Purpose	Dr. Eduarda M. Zapanta Education Chief Supervisor -ESSD
9:35-9:45 AM	Message	Atty. Alberto T. Escobarte, CESO II Regional Director
9:45-9:55 AM	Message	Loida N. Nidea Assistant Regional Director Schools Division Superintendent
9:55-10:00 AM		Snacks
10:00 -12:00 AM	Partnership Life Cycle w/d Working Snacks	Aser B. Javier Independent Governance Consultant DepEd External Partnership Services
12:00 - 1:00 PM		Lunch Break
1:00 - 4:30 PM 9 Minutes per Division	Workshop 1 Presentation of Output on Partnership Life Cycle with Working	Each Division PFP SEPS
4:30 - 5:00 PM	Question and Answer	Eduarda M. Zapanta Chief Education Supervisor-ESSD Ramil G. Ginete Project Development Officer IV Wilbert C. Ulpindo Project Development Officer II
TAPS		

DAY 2 February 28, 2024 , Wednesday		
Time	Activity	Person In Charge
8:30 - 8:35 AM	Prayer	Facilitator ADV
8:35 - 8:40 AM	National Anthem	
8:40- 8:45 AM	Ice Breaker	
8:45 – 9:50 AM	Recapitulation	
9:00- 10:30 AM	Development of Partnership Convergence Risk Treatment Analysis	Ramil G. Ginete Project Development Officer IV
10:30 – 10:45 AM	AM Snacks	
10:45 – 12:00 AM	Workshop 2 Risk Treatment Identification	Presentation of Each Division EPS II Eduarda M. Zapanta Education Chief Supervisor -ESSD Ramil G. Ginete Project Development Officer IV
12:00 -1:00 PM	Lunch Break	
1:00- 4:30 PM	Presentation of Risk Treatment Identification and Continuous Tandem Critiquing 10 Minutes per Division W/ Working Snacks	Presentation of Each Division EPS II Eduarda M. Zapanta Education Chief Supervisor -ESSD Ramil G. Ginete Project Development Officer IV
4:30 – 5:00 PM	Question and Answer Portion	Eduarda M. Zapanta Education Chief Supervisor -ESSD Ramil G. Ginete Project Development Officer IV
TAPS		
Day 3 January 29, 2024, Friday		
8:30 - 8:35 AM	Prayer	
8:35 – 8:40 AM	Nationalistic Song	
8:40- 8:45 AM	Ice Breaker	
8:45- 9:00 AM	Recapitulation	
9:00 -10:30 AM	Co-Creating Learning Success with Partners Educational Program Alignment with the Comprehensive	Aser B. Javier Independent Governance Consultant DepEd External Partnership Services

	Development Plan of the Local Government Units (LGU's)	
10:30- 10:45 AM		AM Snacks
10:45- 12:00 PM	Election of New Set of Social Mobilization and Networking Officers.	Ramil G. Ginete Project Development Officer IV TWG
12:00 – 1:00 PM		Lunch Break
1:00 - 2:00 PM	PTA Resolution to LGU Next Step/ Ways Forward	Eduarda M. Zapanta Chief Education Supervisor Ramil G. Ginete Project Development Officer IV
TAPS		

Annex D Early Registration and Data Collection links.

1. The participants shall register on or before February 20, 2024, at this link:

<https://bit.ly/PMLEarlyRegistration>

2. The participants are also requested to answer the given link below on or before February 20, 2024.

<https://bit.ly/PMLRiskTreatment>