



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



12 July 2024

**Regional Memorandum**  
No.488 s.2024

**REGIONAL ORIENTATION FOR SCHOOLS DIVISION OFFICES  
(SDOS) ON THE USE OF LESSON SCRIPTS FOR THE  
NATIONAL READING PROGRAM (NRP), NATIONAL  
MATHEMATICS PROGRAM (NMP), AND  
CATCH-UP FRIDAY (CUF)**

To **Schools Division Superintendents**

1. In reference to RM No. 457, s. 2024 titled R4A CALABARZON Regional Development and Quality Assurance of Lesson Scripts for the National Reading Program (NRP), National Mathematics Program (NMP), and Catch-Up Friday (CUF), this Office, through the Curriculum and Learning Management Division (CLMD), shall conduct the Phase 4 of the said activity, dubbed as the **REGIONAL ORIENTATION FOR SDOS ON THE USE OF LESSON SCRIPTS FOR NRP, NMP, AND CUF** to adhere to DepEd's MATATAG Agenda, particularly to **Give** support to teachers to teach better.

Below are the details of activities relative to lesson script implementation:

Activity	Inclusive Dates	Modality/Venue
Phase 4: Orientation for SDOs on the Use of Lesson Scripts for NRP, NMP, and CUF	July 22, 2024	Cainta Elementary School Auditorium, Cainta, Rizal
School-based Orientation on the Use of Lesson Scripts for NRP, NMP, and CUF	July 23 - 25 2024	Schools within the SDOs

2. The orientation aims to:
  - 2.1. introduce lesson scripts to curriculum implementers at the schools division level, district level, and within schools
  - 2.2. equip curriculum implementers with practical strategies for utilizing lesson scripts as comprehensive guides during classroom instruction
  - 2.3. encourage flexibility and adaptability in using lesson scripts, ensuring effective communication of target learning competencies



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2.4. address concerns or questions related to lesson script implementation

3. Participants in this activity are schools division superintendents (SDSs), assistant schools division superintendents (ASDSs), division education program supervisors (EPSs), public schools district supervisors (PSDSs), principals and assistant principals, head teachers and master teachers, teachers, and project development officers (PDOs) at the SDO Learning Resource Management Section (LRMS).

SDOs are hereby enjoined to submit the names of their representatives via an online spreadsheet accessible via this shortened link: <http://tiny.cc/4ALessonScriptOrientation> and this alternate link: <https://tinyurl.com/4ALessonScriptOrientation>. This shall be accomplished on or before July 17, 2024, 05:00 pm.

4. Attached to this memorandum are the following enclosures:
  - 4.1. Enclosure 1: Indicative Program of Activities
  - 4.2. Enclosure 2: Regional Program Management Team
  - 4.3. Enclosure 3: Terms of Reference (TOR)
5. Food and travel expenses of the participants shall be charged against DepEd Central Office downloaded funds, subject to the usual government accounting and auditing rules and regulations.
6. For clarification and further inquiries, you may contact Hazel Angelyn E. Tesoro, Education Program Supervisor, and Viernalyn M. Nama, CLMD Chief Education Supervisor at (02) 8681-2114 local 420.
7. Immediate dissemination of this Memorandum is desired.

  
**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Regional Director

02/ROC10

*Enclosure 1. Indicative Program of Activities*

**REGIONAL ORIENTATION FOR SCHOOLS DIVISION OFFICES (SDOS) ON THE  
USE OF LESSON SCRIPTS FOR THE NATIONAL READING PROGRAM (NRP),  
NATIONAL MATHEMATICS PROGRAM (NMP), AND CATCH-UP FRIDAY (CUF)**

July 22, 2024 | Cainta Elementary School Auditorium, Cainta, Rizal

<b>Time</b>	<b>Activity</b>
08:30 – 09:00	Registration
09:00 – 09:30	Opening Program
	<i>Session 1</i>
09:30 – 10:30	Why Giving Support to Teachers to Teach Better Matters
10:30 – 11:00	Morning Snack
	<i>Session 2</i>
11:00 – 12:00	Supporting Learning Recovery through the NRP, NMP, and CUF: An Overview
12:00 – 01:00	Lunch Time
	<i>Session 3</i>
01:00 – 02:00	Helping Teachers with Learning Delivery through Lesson Scripts
02:00 – 03:00	Afternoon Snack
03:00 – 04:00	Overview of Lesson Scripts
04:00 – 04:30	Open Forum
04:30 – 05:00	Closing Program Awarding of Certificates

*Enclosure 2. Regional Program Management Team*

**Chairperson:** Atty. Alberto T. Escobarte, CESO II

**Deputy Chairperson:** Loida N. Nidea

**Vice-Chairperson:** Viernalyn M. Nama, Chief Education Supervisor

**Deputy Vice-Chair:** Hazel Angelyn E. Tesoro, Education Program Supervisor

**Members:** Dianne Catherine T. Antonio, Education Program Supervisor  
Paul Gence L. Ocampo, Education Program Supervisor  
Eugene Ray F. Santos, Education Program Supervisor  
Elaine T. Balaogan, Education Program Supervisor  
Emelia P. Crescini, Education Program Supervisor  
Margaret P. Musa, Education Program Supervisor  
Lowiesito O. Erni, Education Program Supervisor  
Virgilio O. Guevarra, Jr., Education Program Supervisor

**Secretariat:** Lhovie C. Damian, Teaching Aid Specialist  
Nenette Arcelle Joy P. Larinay, Librarian  
Redgynn A. Bernales, Administrative Assistant  
Neal D. Protacio, Administrative Assistant  
Ramon Patrick O. Bagacay, Support Staff  
John Christian P. Galvez, Support Staff

**Facilitators:** Regin Rex P. Tosco, CID Chief, SDO Cavite City  
Ma. Glecita C. Columna, EPS (English), SDO General Trias City  
Lynette P. Rue, EPS (Math), SDO General Trias City  
Maribeth C. Rieta, EPS (Filipino), SDO Cavite Province  
Yolanda D.C. Lumanog, EPS (AP), SDO General Trias City  
Randy L. Palestina, EPS (EPP/TLE), SDO Lipa City  
John G. Nepomuceno, EPS (MAPEH), SDO Dasmariñas City  
Ma. Rosalyn M. Pagtakhan, EPS (ESP/Values Ed), SDO Imus City

*Enclosure 3. Terms of Reference*

The CLMD shall be responsible for the entire conduct of the activity from the venue down to the logistics needed:

The Regional Program Management Team shall:

- craft the proposal, memorandum, and Request for Budget Approval (RBA) relative to the event;
- coordinate with the orientation venue management team;
- coordinate with the Regional Supplies Officer for the supplies needed;
- conduct meetings with facilitators and secretariat;
- oversee the conduct of the activity;
- lead the team for the conduct of debriefing sessions;
- prepare the completion report;
- prepare the documents needed for liquidation;
- prepare and print certificates of recognition, participation, and appearance; and
- submit the needed requirements to respective functional divisions after the conduct of the activity.

The Facilitators shall:

- introduce/acknowledge the guests;
- introduce/acknowledge the speakers;
- provide instructions and inputs during the orientation;
- ensure maximum participation of the participants;
- address all concerns of the day (i.e., health, food restrictions, etc.)

The Participants shall:

- observe punctuality at all times;
- participate actively in discussions;
- comply with the orientation guidelines; and
- submit the intended outputs for each session.