



Republic of the Philippines

Department of Education

REGION IV-A CALABARZON



14 October 2024

Regional Memorandum No. 745 s. 2024

LIST OF PARTICIPANTS FOR THE NATIONAL TRAINING OF TRAINERS (NTOT) ON ASSESSORS TRAINING AND DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT (BATCH 3)

Schools Division Superintendents ASD and HRDD Chiefs of Functional Divisions

- 1. With reference to DM-OUHROD-2024-2013 on Conduct of National Training of Trainers (NTOT) on Assessors Training and Deepening on Classroom Observation and Portfolio Assessment, this Office hereby informs all the Schools Division Offices about the implementation of the aforementioned activity. Furthermore, concerned offices are advised to allow all the personnel listed to participate in this activity on November 19-22, 2024 at the venue to be identified in the National Capital Region.
- 2. At the end of the NTOT, the participants are expected to have:
 - a. discussed the Standards-based career progression system, teacher reclassification and promotion process, assessors' program, and their duties and responsibilities as assessors:
 - b. applied the varied assessment techniques for teacher reclassification and promotion, to include document review, classroom observation, portfolio assessment, and interview; and
 - c. crafted a Regional Training Implementation Plan (RTIP) for the Regional Assessors Training to be participated by potential assessors.
- 3. All the identified participants and part of the National Program Management Team must confirm their attendance through this link https://bit.ly/BATCH3 NTOT 2024 on or before November 11, 2024 at 5:00 PM.
- 4. Please refer to the Attachment 1 for the List of Participants and National Program Management Team Members and Attachment 2 for the copy of DM-OUHROD-2024-2013 for the details of travel expenses, the activity matrix, and list of PMT.
- Should there be queries pertaining to this matter, please get in touch with Ms. Jisela N. 5. Ulpina , Mr. Bryan A. Pobe or Mr. Mark Anthony R. Malonzo through email at hrd.calabarzon@deped.gov.ph.

6. Immediate and wide dissemination of this Memorandum is earnestly desired.

ATTY. ALBERTO T. ESCOBARTE, CESO II

N. Regional Director

06/ROH4/ROH1







Email Address: region4a@deped.gov.ph

Website: depedcalabarzon.ph



LIST OF PARTICIPANTS TO THE NATIONAL TRAINING OF TRAINERS (NTOT) ON ASSESSORS TRAINING AND DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT (BATCH 3)

| NO. | NAME | FD | POSITION |
|-----|-------------------------|------|-------------------------------------|
| 1 | ANN GERALYN T. PELIAS | ASD | Chief Administrative Officer |
| 2 | JISELA N. ULPINA | HRDD | OIC, Chief Education Supervisor |
| 3 | MARIA SUSANA OLIVEROS | ASD | Administrative Officer V |
| 4 | NIMFA BERMENDI | ASD | Teacher Credential Specialist |
| 5 | MARIVIC LABAY | ASD | Administrative Officer II |
| 6 | NADINA G. GATON | HRDD | Education Program Supervisor |
| 7 | BRYAN A. POBE | HRDD | Education Program Supervisor |
| 8 | MARK ANTHONY R. MALONZO | HRDD | Senior Education Program Specialist |

List of Members of National Program Management Team from CALABARZON

| NO. | NAME | OFFICE | POSITION |
|-----|--------------------|---------------------|------------------------------------|
| 1 | MARK ANTHONY IDANG | SDO Laguna Prov. | Education Program Supervisor |
| 2 | ANGELO UY | SDO Dasmarinas City | Public Schools District Supervisor |
| 3 | ANGELO UNAY | SDO Imus City | Principal II |

ATTY. ALBERTO T. ESCOBARTE, CESO II

Regional Director \checkmark



Department of Education

OFFICE OF THE UNDERSECRETARY HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2024-2013

FOR REGIONAL DIRECTORS

SCHOOLS DIVISION SUPERINTENDENTS

ALL OTHERS CONCERNED

FROM WILFREDO E. CABRAL

Regional Director

Officer-in-Charge, Office of the Undersecretary

Human Resource and Organizational Development and

School Infrastructure Facilities

CONDUCT OF NATIONAL TRAINING OF TRAINERS (NTOT) ON SUBJECT

ASSESSORS TRAINING AND DEEPENING ON CLASSROOM

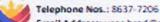
OBSERVATION AND PORTFOLIO ASSESSMENT

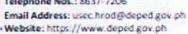
DATE : 07 October 2024

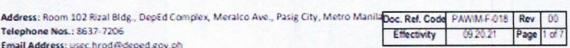
The issuance of the Executive Order (EO) No. 174, s. 2022 titled, "Establishing the Expanded Career Progression System for Public School Teachers," and its Implementing Rules and Regulations (IRR) further reinforce the Department's commitment in promoting professional development and career advancement among public school teachers. It clearly defines the career paths of teachers within the public school system at the basic education level, attaching their progression with the attainment of the necessary qualifications and professional standards.

Congruent with this commitment and in anticipation for the implementation of the Expanded Career Progression (ECP) System, the Bureau of Human Resource and Organizational Development, through the Human Resource Development Division (BHROD-HRDD), shall conduct a series of National Training of Trainers (NTOT) on Assessors Training and Deepening of Classroom Observation and Portfolio Assessment, which aims to build a pool of credible and competent trainers in all regions who will capacitate potential assessors for the implementation of ECP System in their respective field offices. The training focuses on the deepening of the trainers' knowledge and understanding on teacher competency assessment anchored on the Philippine Professional Standards for Teachers (PPST), measured through classroom observation, portfolio assessment, and interview.











At the end of the NTOT, the participants are expected to have:

- a. discussed the Standards-based career progression system, teacher reclassification and promotion process, assessors' program, and their duties and responsibilities as assessors;
- b. applied the varied assessment techniques for teacher reclassification and promotion, to include document review, classroom observation, portfolio assessment, and interview; and
- c. crafted a Regional Training Implementation Plan (RTIP) for the Regional Assessors Training to be participated by potential assessors.

The detailed program of activities is attached as Annex A. The conduct of the NTOT is divided into three (3) batches, as follows:

| Title of the Activity | Date | Venue | |
|---|--------------------------------|------------------------|--|
| National Training of | November 5-8, 2024 (Batch 1) | Within Cebu | |
| Trainers (NTOT) on Assessors Training and | November 12-15, 2024 (Batch 2) | Within Davao | |
| Deepening on Classroom Observation and Portfolio Assessment | November 19-22, 2024 (Batch 3) | Within Metro Manila | |

(Note: The exact venue of these activities shall be announced through a separate advisory)

In this regard, all concerned Regional Directors (RDs) are hereby directed to authorize the participation of the select members of the Career Progression - Assessors Program National Technical Working Group (NTWG) listed in Annex B-1 to serve as resource persons and training facilitators. Furthermore, all RDs are directed to select their respective regional trainer-facilitators and authorize their participation in the NTOT, together with the Regional Office Chief of Human Resource Development Division (RO-HRDD) who shall serve as the lead of the regional participants. The schedule and number of participants/slots per region are detailed in Annex B-2 (Note: regional allocation already includes the RO-HRDD Chief). The regional trainerfacilitators shall be selected based on the following criteria:

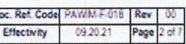
- Master Teacher, Head Teacher, School Head, Supervisor, SDO CID Chief, SDO SGOD Chief, RO HRDD SEPS
- b. Member of the HRMPSB and/or its sub-committee/s for teacher promotion
- c. With high proficiency in training facilitation as resource speaker (preferably NEAP-recognized Trainer)
- d. Must have experience in IPCRF assessment for teachers as rater/observer
- c. Must have experience and/or training in classroom observation, portfolio assessment, and provision of feedback
- f. Must have training in the implementation of PPST assessment for L&D purposes
- g. With proficient knowledge and understanding on the effective and proper implementation of competency-based standards, particularly on the PPST
- h. Trained in the implementation of RPMS-PPST
- With performance rating of Outstanding







Telephone Nos.: 8633-7206 Email Address: usec.hrod@deped.gov.ph Website: https://www.deped.gov.ph





For attendance confirmation, the RO-HRDD Chief are directed to register all the selected/authorized participants at least **one (1) week** prior to the activity using the links provided below:

| Batch | Participating Regions | Registration Link |
|--|---|---------------------------------|
| Batch 1 November 5-8, 2024 | Region V Region VI Region VII Region VIII Region IX | https://bit.ly/BATCH1_NTOT2024 |
| Batch 2 November 12-15, 2024 | Region X Region XI Region XII CARAGA | https://bit.ly/BATCH2_NTOT2024 |
| Batch 3 November 19-22, 2024 | Region I Region II Region IV-A Region IV-B NCR CAR | https://bit.ly/BATCH3_NTOT_2024 |

Board and lodging of all participants as well as the travel expenses of the NTWG and Program Management Team and Secretariat shall be charged against HRTD Funds (Continuing fund for FY 2023); while the travel expenses of the participants (selected regional trainer-facilitators) shall be charged against local funds, subject to existing budgeting, accounting, and auditing rules and regulations. For meal arrangements, please refer to the table below:

| DAY | BREAKFAST | AM SNACK | LUNCH | PM SNACK | DINNER |
|-------|-----------|----------|----------|----------|--------|
| Day 1 | x | x | √ | ✓ | 1 |
| Day 2 | √ | 1 | 1 | 1 | 1 |
| Day 3 | 1 | ✓ | 1 | 1 | 1 |
| Day 4 | 1 | 1 | 1 | x | x |

All participants are expected to bring their laptops, as some part of the activity will be done electronically. Bringing a personal extension cord is not mandatory but ideal.

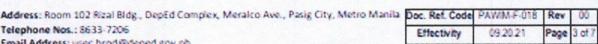
For more information and further clarifications, you may coordinate with the BHROD-HRDD through Ms. Ruby Chanda J. Crisostomo or Mr. Raymond C. Oplado at telephone no. (02) 8470-6630 or email address at bhrod.hrdd@deped.gov.ph.

For your information and guidance.

[HRDD/Oplado]









Activity Title

National Training of Trainers (NTOT) for Assessors on Expanded

Career Progression

Schedules and Venue

November 5-8, 2024 | Batch 1 - Within Cebu November 12-15, 2024 | Batch 2 - Within Davao

November 19-22, 2024 Batch 3 - Within Metro Manila

Objectives

This activity aims to build a pool of competent and credible trainers in all regions who will capacitate potential assessors for the implementation of ECP System in their respective field offices. At the end of the NTOT, the participants are expected to have:

- discussed the Standards-based career progression system, teacher reclassification and promotion process, assessors' program, and their duties and responsibilities as assessors;
- applied the varied assessment techniques for teacher reclassification and promotion, to include document review, classroom observation, portfolio assessment, and interview; and
- crafted a Regional Training Implementation Plan (RTIP) for the Regional Assessors Training to be participated by potential assessors.

INDICATIVE PROGRAM OF ACTIVITIES

| Time | Activity | | | |
|---|---|--|--|--|
| DAY 01 (First M | eal: Lunch) | | | |
| AM Arrival and Registration of the Participants | | | | |
| PM | Preliminaries: Prayer National Anthem House Rules Opening Remarks Welcoming the Participants Expectation Setting | | | |
| DAY 02 | Session 1: Teacher Development Framework Session 2: Overview of the Expanded Career Progression Policy and the Assessors Program | | | |
| | Preliminaries and Management of Learning (MOL) | | | |
| | Session 3a: Procedures and Requirements for Reclassification | | | |
| AM | Session 3.b: QS (new) and Performance Requirements Workshop 1: Accomplishment of MTPPS (Part 1 & II - QS & Performance) | | | |
| PM | Session 4: ETE and Performance (Chapters 2 & 3) Workshop 1a: Simulation of ETE and Performance Computation using sample application documents Workshop 1b: Processing | | | |
| | Health Break | | | |

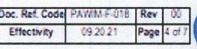






Telephone Nos.: 8633-7206

Email Address: usec.hrod@deped.gov.ph "Website: https://www.deped.gov.ph





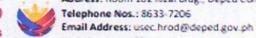
| | Session 5: Presentation of COIs and NCOIs and Rubric (per position) |
|--------|---|
| 0AY 03 | |
| | Freiminaries and Management of Learning (MOL) |
| | Session 6: Assessing the Classroom Observable Indicators |
| AM | Workshop 2a: Simulation of Classroom Observation |
| | Workshop 2b: Processing |
| | Workshop 2c: Accomplishment of MTPPS COI portion |
| | Session 7: Evaluation of NCOI Annotations or BEI |
| PM | Workshop 3a: Simulation of NCOI Evaluation |
| | Workshop 3b: Processing |
| | Workshop 3c: Accomplishment of MTPPS NCOI portion |
| AY 04 | |
| | Preliminaries and Management of Learning (MOL) |
| | Session 8: Behavioral Events Interview |
| | Workshop 4a: Scenario-based workshop on BEI |
| AM | Workshop 4b: Processing |
| | Session 9: Walkthrough of Session Guides |
| | Workshop 5a: Scenario-based workshop on facilitation |
| | Workshop 5b: Processing |
| PM | Planning Session for Regional Rollout |

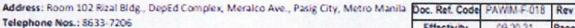
For additional information, please contact:

Bureau of Human Resource and Organizational Development - Human Resource Development Division (BHROD-HRDD)

Room 411, 4/F Mabini Building, DepEd Complex DepEd Central Office, Meralco Avenue, Pasig City bhrod.hrdd@deped.gov.ph or (02) 8470-6630







09.20.21 Effectivity



LIST OF PARTICIPANTS

(NTWG and Central Office Program Management Team)

Bureau of Human Resource and Organizational Development – Human Resource Development Division Career Progression – Assessors' Program

National Training of Trainers (NTOT) for Assessors on Expanded Career Progression

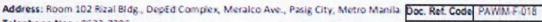
November 5-8, 2024 | (1st Batch) - Within Cebu November 12-15, 2024 | (2nd Batch) - Within Davao November 19-22, 2024 | (3rd Batch) - Within Metro Manila

| No. | NAME | POSITION | OFFICE |
|------|---------------------|--|---------------------------------|
| Care | er Progression-Asse | ssors Program NTWG | |
| 1 | Susan Collano | Schools Division Superintendent | SDO Naga City, RO V |
| 2 | Mervie Seblos | OIC-Assistant Schools Division Superintendent | SDO General Santos, RO XI |
| 3 | Dinah Bonao | Chief, HRDD | RO I |
| 4 | Harvie Villamor | Chief Education Supervisor | RO VIII |
| 5 | Mark Anthony Idang | Education Program Supervisor | SDO Laguna, RO IV-A |
| 6 | Nocmi Bayaa | Public Schools District Supervisor | SDO Malabon City, NCR |
| 7 | Angelo Uy | Public Schools District Supervisor | SDO Dasmarinas City, RO IV-A |
| 8 | Arniel Garque | Public Schools District Supervisor | SDO Guimaras, RO VI |
| 9 | Jayson Santos | Senior Education Program Specialist | SDO Pampanga, RO III |
| 10 | Angelo Unay | Principal II | SDO Imus City, RO IV-A |

5 Program Managers and Secretariat from BHROD - Human Resource Development Division

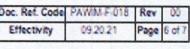






Telephone Nos.: 8633-7206

Email Address: usec.hrod@deped.gov.ph "Website: https://www.deped.gov.ph





SCHEDULE AND ALLOCATION PER REGION

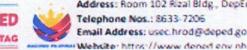
(participants to be identified by the region)

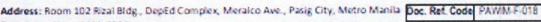
| Region | No. of Participants | |
|---|---------------------|--|
| Batch 1 - November 5-8, 2024 Within Cel | ou . | |
| Region V | 6 | |
| Region VI | 7 | |
| Region VII | 7 | |
| Region VIII | 5 | |
| Region IX | 5 | |
| Batch 2 - November 12-15, 2024 Within I | Davao | |
| Region X | 5 | |
| Region XI | 5 | |
| Region XII | 5 | |
| CARAGA | 5 | |
| Batch 3 - November 19-22, 2024 Within I | Metro Manila | |
| National Capital Region (NCR) | 7 | |
| Cordillera Administrative Region (CAR) | 5 | |
| Region I | 5 | |
| Region II | 5 | |
| Region III | 6 | |
| Region IV-A | 7 | |
| Region IV-B | 5 | |

Participants shall be identified using the following selection criteria and qualifications:

- Master Teacher, Head Teacher, School Head, Supervisor, SDO CID Chief, SDO SGOD Chief, RO HRDD Chief, RO HRDD SEPS
- b. Member of the HRMPSB and/or its sub-committee/s for teacher promotion
- With high proficiency in training facilitation as resource speaker (preferably NEAP-recognized Trainer)
- d. Must have experience in IPCRF assessment for teachers as rater/observer/assessor
- e. Must have experience and/or training in classroom observation, portfolio assessment, and provision of feedback
- f. Must have training in the implementation of PPST assessment for L&D
- g. With proficient knowledge and understanding on the effective and proper implementation of competency-based standards, particularly on the PPST
- h. Trained in the implementation of RPMS-PPST
- i. With performance rating of Outstanding







Telephone Nos.: 8633-7206 Email Address: usec.hrod@deped.gov.ph

