

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


08 January 2025

Regional Memorandum
No. 29, s. 2025

ADDENDUM TO REGIONAL MEMORANDUM NO. 798, S. 2024

To **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 798, s. 2024 on the conduct of the Regional Training of Core Trainers in Campus Journalism which will be held on January 20-22, 2025 at El Cielito Hotel, Santa Rosa City, this Office advises all the participants to confirm their attendance to the activity through this link: <https://forms.office.com/r/F0NC2CNhDi>. This form is open until January 15, 2025 at 4PM only.
2. Enclosure No. 1 presents the final list of participants. Enclosure 2 displays the Indicative Matrix of Activity. Meanwhile, Enclosure 3 shows the Regional Technical Working Group for this activity. Finally, Terms of References are indicated in Enclosure 4.
3. Participants are advised to bring their personal laptop computers for the workshops and other activities during the training.
4. Other provisions in R.M. No. 798 s. 2024 and Regional Advisory No. 239, s. 2024 dated December 6, 2024 remain in effect.
5. For questions and clarifications, you may contact **EUGENE RAY F. SANTOS**, Regional Education Program Supervisor in-charge of SPJ through email address calabarzonrspc@gmail.com.
6. Immediate dissemination of this Memorandum is desired.


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

02/ROC6



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Enclosure 1: Final List of Participants

SDO	Level	Name	School (Do Not Abbreviate)
Cavite Province	Elementary	Arlene D. Dela Costa	Tanza National Comprehensive High School
		Ronie C. Lagutan	Kaong National High School
	Secondary	John Javir A. Laserna	Tanza National Comprehensive High School
		Carlo L. Hermocilla	Tanza National Trade School
Cavite City	Elementary	Anna Marie M. Soberano	Manuel S. Rojas Elementary School
		Heartie Vivian R. Alvarez	Dalahican Elementary School
	Secondary	Lea J. Dalisay	Sangley Point National High School - Junior High School
		Allan A. Balud	Cavite National High School
Bacoor City	Elementary	Jhordan Alex A. Quindara	Soldiers Hills Iv Elementary School
		Cristina N. Lamsom	Ligas 1 Elementary School
	Secondary	Urica D. Padlan	Mariano Gomes National High School
		April Cayo H. Bueno	Bacoor National High School -Molino Main
Dasmariñas City	Elementary	Renelyn L. Lopez	Victoria R. Reyes Elementary School
		Glenda Cabutaje	Dasmariñas II Central School
	Secondary	Irlo Dumo	Paliparan National High School
		Michael Andrew B. Arevalo	Dasmariñas East Integrated High School
	Elementary	Precila R. Estigoy	General Gregorio S. Aloña Sr. Memorial Elementary School



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General Trias City	Secondary	Katrina F. Pegollo	General Gregorio S. Aloña Sr. Memorial Elementary School
		Hernane B. Buella	Governor Ferrer Memorial Integrated National High School
		Madonna G. Ferrer	Governor Ferrer Memorial Integrated National High School
Imus City	Elementary	Genesis T. Pasilan	City Of Imus Integrated School
		Jonathan P. Padre	Pasong Santol Elementary School
	Secondary	Jerico Hiel B. Astillero	General Emilio Aguinaldo National High School
		Melanie Mae N. Moreno	Governor Dominador Camerino Integrated School
Laguna	Elementary	Robert S. Factor	Buenavista-Cigaras Elementary School
		Kent Hermie A. Marciano	Los Banos Central Elementary School
	Secondary	Meg-Ryan S. Reonal	Talangan Integrated National High School
		Abigail I. Mirabel-Agapay	Liliw National High School
Binan City	Elementary	Katherine P. Pastoral	Southville 5A Elementary School-Langkiwa
		Hiyasmin D. Capelo	Malaban East Elementary School
	Secondary	Christopher Ian M. Detera	Jacobo Z. Gonzales Memorial National High School
		Patrick James R. Pelicano	Biñan Secondary School Of Applied Academics
Calamba City	Elementary	Aurora Clare Menez	La Mesa Elementary School
		Lynel M. Mendoza	Southville 6 Elementary School,L
	Secondary	Valarie Naval	Calamba Integrated School
		Marvin C. Evangelista	Calamba Bayside Integrated School
Cabuyao City	Elementary	Rowena M.Lustre	Gulod Elementary School
		Harry L.Lerios	North Marinig Elementary School
	Secondary	Marinelle O.Muella	Cabuyao Integrated National High School
		Maria Eliza G.De Loyola	Pulo National High School
San Pedro City	Elementary	Suzette M. Bitoon	Adelina Complex I Elementary School
		Roger C. Salmorin	San Isidro Bayan-Bayanan Elementary School
	Secondary	Sheryll Ann M. Dadal	Cuyab Integrated National High School

		Nia M. Abas	Pacita National High School
San Pablo City	Elementary	Maria Elena Madia	Dapdapan Elementary School
		Shiela P. Bagsit	San Pablo City Integrated High School
	Secondary	Joven D. Mendoza	San Bartolome IHS
		Aldrin S. Quila	San Pablo City Integrated High School
Santa Rosa City	Elementary	Rianne R. Evangelista	Southville IV Elementary School
		Edgar P. Brizuela	Southville IV Elementary School
	Secondary	Kier John A. Maginang	Leon C. Arcillas National High School
		Arriz Jay B. Berjuega	Santa Rosa Science And Technology High School
Batangas Province	Elementary	Neil Constantino D. Martinez	Eulogio G. Cerrado Elementary School
		Cherry Amor L. Masangcay	Lanatan-Muntingtubig Elementary School
	Secondary	Ernesto S. Manalo Jr.	Taal Senior High School
		Randy M. Panganiban	Lumbangan National High School
Batangas City	Elementary	John Chester C. Macatangay	Alangilan Central Elementary School
		Maria Edisa Oltiveros	Kumintang Elementary School
	Secondary	Ailene E. Delacion	Tinga Soro Soro Integrated School
		Ronalie P. Andal	Batangas Integrated High School
Lipa City	Elementary	Jennalyn Caballes	
		Ranilo P. Merle	
	Secondary	Ariel L. Abel	
		Celeste A. Cortez	
Tanauan City	Elementary	Lylanie B. Valdon	Bernardo Lirio Memorial Central School
		Jan Marcus D. Magpantay	Ambulong Elementary School
	Secondary	Marvin T. Reyes	Bernardo Lirio Memorial National High School
		Allan V. Dacula	Tanauan City Integrated High School
Sto . Tomas City	Elementary	Jaybien Maligaig	Sto. Tomas South Central School

	Secondary	Mariflor Canatuan	San Antonio Elementary School
		Arlene A. Bondad	Sto. Tomas Senior High School
		Lester Maprangala	Sta. Anastacia - San Rafael National High School
Rizal	Elementary	Lea Bandola	Karangalan Elementary School
		Leilani Pelisigas	Marick Elementary School
	Secondary	Kent Mike San Juan	Tanay Senior High School
		Joy M. Avelino	Casimiro A. Ynares Sr. Memorial National High School
Antipolo City	Elementary	Melvin B. Atole	Juan Sumulong Elem School
		George Tabao	Kaysakat Elementary School
	Secondary	Michiel Mejias	Bagong Nayon Ii Nhs
		James S. Letolio Jr.	Antipolo City National Science And Technology High School
Quezon Province	Elementary	Edilbert L. Cadelina	Angeles Elementary School
		Rodel D. Briones	Bukal Sur Elementary School
	Secondary	Jerwin S. Tierra	Talipan National High School
		Ian Benedict A. Roxas	Quezon National High School
Lucena City	Elementary	Rona U. Napoles	East 9 Elementary School
		Joe Anthony Basco	Kanlurang Mayao Elementary School
	Secondary	Realyn V. Escoto	Lucena City National High School Ain
		Jordan Padua	Napoleon Ravanzo National High School
Tayabas City	Elementary	Jeric L. Cabriga	Tayabas East Central School
		Violeta P. Bunzo	South Palale Elementary School
	Secondary	Jhon Carlo C. Ortega	Luis Palad Integrated High School
		Alfonso V. Mabuting	Luis Palad Integrated High School



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Enclosure 2: Indicative Matrix of Activity

Time	Day 1 January 20, 2025	Time	Day 2 January 21, 2025	Day 3 January 22, 2025
7:30-8:00	Registration	7:30-8:00	Management of Learning	
8:00-8:30	Opening Program	8:00-11:00	Editorial Writing	Editorial Cartooning
8:30-9:00	Orientation	11:00- 12:00	Lunch Break	
9:00-12:00	News Writing	12:00-3:00	Science and Technology Writing	Copyreading and Headline Writing
12:00-1:00	Lunch Break	3:00-6:00	Sports Writing	Closing Program
1:00-3:00	Features Writing	<i>Note: Healthy snacks will be served at 9:00 in the morning.</i>		
3:00-6:00	Photojournalism			



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Enclosure 3: Regional Technical Working Group

Chairperson: VIERNALYN M. NAMA, Chief Education Supervisor

Assistant Chair/ (Focal Person): EUGENE RAY F. SANTOS,
Education Program Supervisor

Members: DIANNE CATHERINE T. ANTONIO, Education Program Supervisor
HAZEL ANGELYN E. TESORO, Education Program Supervisor

Secretariat/Minute-Taker/Facilitators

LHOVIE C. DAMIAN, Teaching Aid Specialist

REDGYNN A. BERNALES, Administrative Assistant II

NENETTE ARCELLE JOY P. LARINAY, Librarian

JOHN CHRISTIAN GALVEZ, ALS-CoS



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Enclosure 4. Terms of Reference

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

The Focal Persons shall:

- craft the proposal, memorandum, and RBA;
- coordinate with the workshop venue management and prepare the contract for the event;
- coordinate with the Supplies Officer for the supplies needed;
- conduct meetings with the facilitator;
- lead the review and evaluation of the presentation to be used for the activity;
- oversee the conduct of the activity;
- provide workshop templates; and
- lead the team for the conduct of debriefing sessions.

The Regional Secretariat shall:

- prepare the completion report;
- request preparation of contract and supplies;
- prepare the room listing;
- coordinate with the moderator regarding the materials needed for the workshop and the documents that needed to be accomplished daily;
- 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 Facilitator shall:

- introduce the guests;
- provide instructions and inputs during the workshop;
- facilitate the collection and presentation of outputs;
- give the synthesis;
- ensure maximum participation of the participants; and
- address all concerns of the day (i.e., health, food restrictions, accommodation, etc.)

The Resource Persons/Consultants shall:

- discuss and provide inputs about the topic;
- clarify gray areas in the design and development of the assessment tool for the target learners;
- suggest workshop templates;
- provide instructions and inputs during the workshops;



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- ensure maximum participation of the participants;
- address all concerns about the topics; and
- Provide feedback and recommendations for enhancement of outputs of the participants.

The Minute Taker shall:

- document agreements, issues, concerns, and important activities, that happened during the workshop.

The Participants shall:

- attend all the sessions with punctuality and active involvement
- craft complete set of outputs in the assigned
- lead a re-echo activity of this training in the division/district/school level