



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



HRDD-RM-2025-200

18 March 2025

Regional Memorandum

No. 200 s. 2025

**LISTS OF PROGRAM MANAGEMENT TEAM MEMBERS
AND PARTICIPANTS FOR THE REGIONAL TRAINING
ON FACILITATION SKILLS AND LEARNING
MANAGEMENT FOR SCHOOL LEADERS**

To: **Schools Division Superintendents**

1. Relative to Regional Memorandum No. 130, s. 2025 titled *Regional Training on Facilitation Skills and Learning Management for School Leaders*, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAPR, issues the **lists of program management team (PMT) members** and **participants** for the aforementioned training which will be conducted on **March 24-28, 2025**, at **Red Hotel, Cubao, Quezon City**.
2. The said lists and the program matrix are attached to this Memorandum. All are requested to register through **<https://tinyurl.com/4AFacilitationReg>** on or before March 20, 2025. Furthermore, they are advised to bring their laptops, chargers, extension cords, and alternative sources of internet connectivity and activate their Microsoft accounts for the session activities and workshops.
3. The Opening Program is scheduled to commence at 8:30 a.m. on Day 1. The first meal provided will be breakfast, while the final meal will be the afternoon snack on Day 5. Room check-in will begin at 2:00 p.m. on Day 1.
4. PMT members are scheduled to meet virtually via Microsoft Teams on March 20, 2025, at 1:30 p.m. for a planning meeting. The meeting link will be shared in the official group chat.
5. Board and lodging expenses of the participants and PMT members shall be charged against the Regional HRD Funds, while their transportation and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules and regulations.

6. For further queries, please coordinate with Jisela N. Ulpina, OIC-Chief, or Bryan A. Pobe, Education Program Supervisor, through email at hrd.calabarzon@deped.gov.ph.
7. Immediate dissemination of this Memorandum to all concerned is instructed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

06/ROH5/ROH1



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

REGIONAL TRAINING ON FACILITATION SKILLS AND LEARNING MANAGEMENT FOR SCHOOL LEADERS

March 24-28, 2025

Red Hotel, Cubao, Quezon City

List of Program Management Team Members

No.	Name	Sex	Position/ Designation	Office/SDO	Role
1	Jisela N. Ulpina	Female	OIC-Chief	HRDD-NEAPR	Learning Manager
2	Bryan A. Pobe	Male	Education Program Supervisor	HRDD-NEAPR	Program Manager
3	Nadina G. Gatton	Female	Education Program Supervisor	HRDD-NEAPR	Learning Manager/Learning Facilitator
4	Mark Anthony R. Malonzo	Male	Senior Education Program Specialist	HRDD-NEAPR	Co-Program Manager/Learning Facilitator
5	Colleen Marhey Lacuesta	Female	Education Program Specialist II	HRDD-NEAPR	Documenter
6	Joseph C. Damian	Male	Administrative Assistant III	HRDD-NEAPR	Secretariat
7	Glenda E. Dela Torre	Female	Education Program Specialist II	HRDD-NEAPR	Logistics Officer
8	To be determined		Education Program Supervisor	QAD	M&E Officer
9	To be determined		Nurse II	SDO	Welfare Officer
10	To be determined		Nurse II	SDO	Welfare Officer
11	Marigen N. Leosala	Female	Education Program Supervisor	Santa Rosa City	Learning Facilitator
12	Shiela B. Penano	Female	Public Schools District Supervisor	Rizal	Learning Facilitator
13	Gayle J. Malibiran	Female	Education Program Supervisor	Antipolo City	Learning Facilitator
14	Christian S. Balino	Male	Principal II	Laguna	Learning Facilitator
15	Nida Santos	Female	Education Program Supervisor	San Pedro City	Learning Facilitator

16	Vanessa Barcarse	Female	Public Schools District Supervisor	Dasmariñas City	Learning Facilitator
17	Gina B. Dulce	Female	Public Schools District Supervisor	Cavite Province	Learning Facilitator
18	Jeane Ellaine Sangalang	Female	Senior Education Program Specialist	Santa Rosa City	Learning Facilitator
19	Christian Mespher A. Hernandez	Male	Principal III	Imus City	Learning Facilitator
20	Evelyn P. Navia	Female	Principal IV	Laguna	Learning Facilitator
21	Arlene Tayona	Female	Senior Education Program Specialist	Antipolo City	Process Observer
22	Marlon Marquez	Male	Education Program Supervisor	Rizal	Process Observer

REGIONAL TRAINING ON FACILITATION SKILLS AND LEARNING MANAGEMENT FOR SCHOOL LEADERS

March 24-28, 2025

Red Hotel, Cubao, Quezon City

List of Participants

No.	Name	Sex	Position	SDO	Class Assignment
1	Gilbert G. Joyosa	Male	Education Program Supervisor	Antipolo City	A
2	Jayson O. Caraang	Male	Principal I	Antipolo City	B
3	Lerma B. Regalario	Female	EPS II – ALS	Antipolo City	A
4	Kyna Amor M. Darwin	Female	Principal II	Bacoor City	B
5	Maricel DT Drio	Female	Principal I	Bacoor City	A
6	Joy S. Abuan	Female	Assistant Principal II	Bacoor City	B
7	Gaylee G. Masangcay	Female	Principal I	Batangas City	A
8	Maria Edisa B. Oltiveros	Female	Principal I	Batangas City	B
9	Mark Glen P. Celis	Male	OIC/Head Teacher III	Batangas City	A
10	Mercy R. Villanueva	Female	Education Program Supervisor	Batangas Province	B
11	Emerson B. Dalangin	Male	Division Science Coordinatorm/MT II	Batangas Province	A
12	Riza C. Gusano	Female	Public Schools District Supervisor	Batangas Province	B
13	Jay-Ann A. Mendoza	Female	Principal I	Batangas Province	A
14	Irelyn R. Dueñas	Female	Principal I	Batangas Province	B
15	Apoll Joy C. Silang	Female	Principal I	Batangas Province	A
16	Cynthia Lyn F. Hernandez	Female	Principal	Cabuyao City	B
17	Aurene O. Aloquin	Female	Principal	Cabuyao City	A
18	Cyril E. Sales	Female	Principal	Cabuyao City	B
19	Mary Grace B. Llantos	Female	Public Schools District Supervisor	Biñan City	A
20	Dennis R. Estocado	Male	Principal I	Biñan City	B
21	Mildred D. Diña	Female	Principal II	Biñan City	A
22	Oscar R. Duma, Jr.	Male	Public Schools District Supervisor	Calamba City	B
23	Noli B. Tator	Male	Education Program Supervisor	Calamba City	A
24	Rico A. Herrero	Male	Assistant School Principal II	Calamba City	B
25	Ferdinand T. Callueng	Male	Education Program Supervisor	Cavite City	A

26	Earvin H. Sakilayan	Male	Education Program Supervisor	Cavite City	B
27	Ameer Benjamin B. Calderon	Male	Education Program Supervisor	Cavite City	A
28	Madelaine F. Gatchalian	Female	Education Program Supervisor	Cavite City	B
29	Sheila D. Lee	Female	Education Program Supervisor	Cavite City	A
30	Brenda Alegre	Female	Principal IV	Cavite Province	B
31	Lorena Custacio	Female	Principal IV	Cavite Province	A
32	Norielyn Narciso	Female	Principal IV	Cavite Province	B
33	Adonna Ravago	Female	Principal IV	Cavite Province	A
34	Edlyn Matreo	Female	Public Schools District Supervisor	Cavite Province	B
35	Myra Lyn Bergunio	Female	Education Program Supervisor	Cavite Province	A
36	Cesar Chester O. Relleve	Female	Education Program Supervisor	Dasmariñas City	B
37	Jhonie Jeff I. Marquez	Male	Public Schools District Supervisor	Dasmariñas City	A
38	Noel D. Anciado	Male	Education Program Supervisor	Dasmariñas City	B
39	Josenia S. Hernando	Female	Public Schools District Supervisor	General Trias City	A
40	Annie C. Maraon	Female	Education Program Supervisor	General Trias City	B
41	Armando D. Ison	Male	Principal I	General Trias City	A
42	Joseph R. Carreon	Male	Education Program Supervisor	Imus City	B
43	Wilma J. Chiquillo	Female	Principal IV	Imus City	A
44	Albert D. Roderos	Male	Principal II	Imus City	B
45	Joseph Christian C. Tapire	Male	Principal I	Lipa City	A
46	Donalyn C. Lastre	Female	Principal I	Lipa City	B
47	Helen B. Katigbak	Female	OIC-School Head/Head Teacher II	Lipa City	A
48	Zoila I. Badulis	Female	Public Schools District Supervisor	Laguna	B
48	Flora Bhel D. Manalo	Female	Public Schools District Supervisor	Laguna	A
50	Marvin A. Umali	Male	Principal I	Laguna	B
51	Arthur Robert E. Limongco	Female	Principal I	Laguna	A
52	Michel C. Delos Santos	Female	Principal I	Laguna	B
53	Ma. Eloisa M. Padua	Female	Principal I	Laguna	A
54	Erwin R. Abrencillo	Male	Education Program Supervisor	Lucena City	B
55	Rey Mark R. Queaño	Male	Public Schools District Supervisor	Lucena City	A
56	Dexter M. Valle	Male	Education Program Supervisor	Lucena City	B
57	Jay F. Alfaro	Male	Education Program Supervisor	Quezon	A

58	Rexter J. Anda	Male	Public Schools District Supervisor	Quezon	B
59	Avelino R. Bucad, Jr.	Male	Public Schools District Supervisor	Quezon	A
60	Mary Ann T. Espiritu	Female	Public Schools District Supervisor	Quezon	B
61	Antonio D. Revillame	Male	Public Schools District Supervisor	Quezon	A
62	Ruth B. Son	Female	Public Schools District Supervisor	Quezon	B
63	Robert John Dela Cruz	Male	Education Program Supervisor	Rizal	A
64	Mary Grace Laserna	Female	Education Program Supervisor	Rizal	B
65	Kristine Joy Pedroso	Female	Principal II	Rizal	A
66	Cristeta O. Eisma	Female	Principal I	Rizal	B
67	Alvin R. Barda	Male	Principal I	Rizal	A
68	Johnie Olorvida	Male	Head Teacher III	Rizal	B
69	Charisel Jeanne H. Casala	Female	Principal	San Pablo City	A
70	Michelle M. Dorado	Female	Public Schools District Supervisor	San Pablo City	B
71	Daniela D. Hernandez	Female	Senior Education Program Specialist	San Pablo City	A
72	Ernesto C. Caberte, Jr.	Male	Education Program Supervisor	San Pedro City	B
73	Asher H. Pasco	Male	Education Program Supervisor	San Pedro City	A
74	Reginal G. Grafil	Male	Education Program Supervisor	San Pedro City	B
75	Bonifacio D. Lagura, Jr.	Male	Senior Education Program Specialist	Santa Rosa City	A
76	Jessica M. Lera	Female	Dentist II	Santa Rosa City	B
77	Mutya T. Morillo	Female	Principal II	Santa Rosa City	A
78	Myma L. Quiatchon	Female	Teacher-in-Charge	Sto. Tomas City	B
79	Crisjee B. Silvestre	Female	Teacher-in-Charge	Sto. Tomas City	A
80	Sheryl M. Maldia	Female	Teacher-in-Charge	Sto. Tomas City	B
81	Dennis B. Masangcay	Male	Education Program Supervisor	Tanauan City	A
82	Irene Macalintal	Female	Public Schools District Supervisor	Tanauan City	B
83	Vicente L. Ambalong	Male	Principal I	Tanauan City	A
84	Mikael Sandino T. Andrey	Male	Education Program Supervisor	Tayabas City	B
85	Baby Lyn T. Olandes	Female	School Head/Head Teacher III	Tayabas City	A
86	Lilibeth B. Vargas	Female	Teacher-in-Charge/Head Teacher III	Tayabas City	B

REGIONAL TRAINING ON FACILITATION SKILLS AND LEARNING MANAGEMENT FOR SCHOOL LEADERS

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Program Matrix

Day 1 (March 24, 2025)

Time	Activity/Session	In-charge
7:00 am – 9:00 am	Registration	PMT (Secretariat)
9:01 am – 10:00 am	Opening Program	PMT
10:01 am – 10:15 am	AM Break	
10:16 am – 10:30 am	Pre-test	Learning Manager
10:31 am – 12:00 n.n	• Getting to Know You • Leveling of Expectations • Group Assignments	Learning Manager
12:01 pm – 1:00 pm	Lunch	
1:01 pm – 1:15 pm	Energizer	Learning Manager
1:16 pm – 3:00 pm	Session 1: <i>WHY ME? Wisdom and Heart Yearning to Mastery and Ethics as an Effective Learning Facilitator</i>	Learning Facilitator
3:01 pm – 3:15 pm	PM Break	
3:16 pm – 4:45 pm	Continuation of Session 1	Learning Facilitator
4:46 pm – 5:00 pm	• Reminders • End-of-the-Day Evaluation	Learning Manager

Day 2 (March 25, 2025)

Time	Activity/Session	In-charge
8:00 am – 8:15 am	Management of Learning • Nationalistic Song • Prayer • Energizer • Checking of Attendance • Recap/Sharing of Insights • Clearing House	Assigned Group
8:16 am – 10:00 am	Session 2: <i>Unlocking Potentials: Exploring Perspectives and Recognizing Importance of Facilitation</i>	Learning Facilitator
10:01 am – 10:15 am	AM Break	
10:16 am – 12:00 nn	Continuation of Session 2	Learning Facilitator
12:01 pm – 1:00 pm	Lunch	
1:01 pm – 1:15 pm	Energizer	Assigned Group
1:16 pm – 3:00 pm	Session 3: <i>Leading the Learning Journey: Roles and Responsibilities of an Effective Facilitator</i>	Learning Facilitator
3:01 pm – 3:15 pm	PM Break	
3:16 pm – 4:45 pm	Continuation of Session 3	Learning Facilitator
4:46 pm – 5:00 pm	• Reminders • End-of-the-Day Evaluation	Learning Manager

Day 3 (March 26, 2025)

Time	Activity/Session	In-charge
8:00 am – 8:15 am	Management of Learning • Nationalistic Song • Prayer • Energizer • Checking of Attendance • Recap/Sharing of Insights • Clearing House	Assigned Group
8:16 am – 10:00 am	Session 4: <i>Mastering Facilitation: Skills for Effective Learning Management</i>	Learning Facilitator
10:01 am – 10:15 am	AM Break	
10:16 am – 12:00 nn	Continuation of Session 4	Learning Facilitator
12:01 pm – 1:00 pm	Lunch	
1:01 pm – 1:15 pm	Energizer	Assigned Group
1:16 pm – 3:00 pm	Continuation of Session	Learning Facilitator
3:01 pm – 3:15 pm	PM Break	
3:16 pm – 4:45 pm	Continuation of Session 4	Learning Facilitator
4:46 pm – 5:00 pm	• Reminders • End-of-the-Day Evaluation	Learning Manager

Day 4 (March 27, 2025)

Time	Activity/Session	In-charge
7:45 am – 8:00 am	Management of Learning • Nationalistic Song • Prayer • Energizer • Checking of Attendance • Recap/Sharing of Insights • Clearing House	Assigned Group
8:00 am – 10:00 am	Session 5: <i>Elevate Your Skills: The Adult Learning Revolution</i>	Learning Facilitator
10:01 am – 10:15 am	AM Break	
10:16 am – 12:15 pm	Session 6: <i>Rise Above Storm: Effective Management of Challenging Facilitation Scenarios</i>	Learning Facilitator
12:16 pm – 1:15 pm	Lunch	
1:16 pm – 1:30 pm	Energizer	Assigned Group
1:31 pm – 3:00 pm	Session 7: <i>Give and Take! The Power of Giving and Receiving Feedback</i>	Learning Facilitator
3:01 pm – 3:15 pm	PM Break	
3:16 pm – 4:00 pm	Continuation of Session 7	Learning Facilitator
4:01 pm – 4:30 pm	• Reminders • End-of-the-Day Evaluation	Learning Manager

Day 5 (March 28, 2025)

Time	Activity/Session	In-charge
8:00 am – 8:15 am	Management of Learning • Nationalistic Song • Prayer • Energizer • Checking of Attendance • Recap/Sharing of Insights • Clearing House	Assigned Group
8:16 am – 10:00 am	Session 8: <i>Think Quality: Looking into the Standards for PD Designing and Learning Resource Material Development</i>	Learning Facilitator
10:01 am – 10:15 am	AM Break	
10:16 am – 12:00 nn	Simulations	Learning Facilitator
12:01 pm – 1:00 pm	Lunch	
1:01 pm – 1:15 pm	Energizer	Assigned Group
1:16 pm – 2:00 pm	• Feedbacking • JEL/WAP	Learning Facilitator
2:01 pm – 2:15 pm	Post-test	Learning Manager
2:16 pm – 2:30 pm	Next Steps/Way Forward	Learning Manager
2:31 pm – 3:15 pm	Closing Program	PMT