

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




25 June 2025

**Regional Memorandum**  
No. 534, s. 2025

**ADDENDUM TO REGIONAL MEMORANDUM NO. 460, S. 2025**

To **Schools Division Superintendents**

1. Pursuant to Regional Memorandum No. 460, s. 2025, titled Regional Convergence on Curriculum Implementation Evaluation and Learning Delivery Recalibration of Special Curricular Programs (SCP), scheduled on July 23-25, 2025, this Office, through the Curriculum and Learning Management Division (CLMD), announces that the activity will be held at The Monaco Strip, Ortigas Ave. Extension, Brgy. Dolores, Taytay, Rizal.
2. Enclosure 1 lists the participants in the activity. They are advised to bring documents related to SCP implementation, such as but not limited to list of implementers of SCP and list of contextualized learning delivery systems being implemented in their respective division. They are also advised to bring a laptop computer for the workshops. Participants are expected to arrive at the venue on July 23, 2025, at 8:00 a.m. The first meal to be served will be breakfast on the first day, and the last will be afternoon snacks on the final day of the activity.
3. Additionally, Enclosure 2 provides the Indicative Program of Activities. The composition of the Program Management Team (PMT) is outlined in Enclosure 3, while Enclosure 4 presents the Terms of Reference (ToR).
4. For questions and clarifications, you may contact Eugene Ray F. Santos, Education Program Supervisor, and Philips T. Monterola, Regional Coordinator-ADM, CLMD, via email at [eugeneray.santos@deped.gov.ph](mailto:eugeneray.santos@deped.gov.ph) and [philips.monterola@deped.gov.ph](mailto:philips.monterola@deped.gov.ph).
5. Immediate dissemination of this Memorandum is desired.

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

02/ROCG



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*Enclosure 1. List of Participants*

SDO		Division Focal Persons on Learning Delivery
1	Antipolo City	Anselmo C. Celeste Jr.
2	Bacoor City	Michael M. Acuna
3	Batangas City	Ricky M. Realingo
4	Batangas Province	Elizabeth Tolentino
5	Biñan City	Joel Valenzuela
6	Cabuyao City	Ma. Leonora M. Natividad
7	Calamba City	Enelyn T Badillo
8	Cavite City	Earvin H. Sakilayan
9	Cavite Province	Emily Quintos
10	Dasmariñas City	Jhonie Jeff I. Marquez
11	General Trias City	Ma. Glecita C. Columna
12	Imus City	Riza C. Garcia
13	Laguna	Zarina G. Llarena
14	Lipa City	Francia Silva
15	Lucena City	Rowela M. Caperiña
16	Quezon Province	Abner Pureza
17	Rizal	Nerissa R. Dalumpines
18	San Pablo City	Marlyn A. Cabrera
19	San Pedro City	Lailyn Vinzon
20	Santa Rosa City	Severa C. Salamat
21	Sto. Tomas City	Merissa A. Viray
22	Tanauan City	Jojiemar M. Obligar
23	Tayabas City	Michael Leonard Lubiano





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*Enclosure 2. Indicative Program of Activities*

**Convergence on Curriculum Implementation Evaluation and Learning Delivery Recalibration of Special Curricular Programs (SCP)**

*July 23-25, 2025 | The Monaco Strip, Ortigas Ave. Extension, Brgy. Dolores, Taytay, Rizal*

<b>Day &amp; Time</b>	<b>Day 1</b>	<b>Day 2</b>	<b>Day 3</b>
8:00-8:30	Opening Program	Management of Learning	Management of Learning
8:30-9:30	Plenary Session 1 <b>From Implementation to Innovation: A Strategic Lens on Special Curricular Programs</b>	Workshop 1 <b>Creating an Inventory of Contextualized Learning Delivery Systems Across the Region</b>	Workshop 3 <b>Strengthening Synergy on SCP Implementation Improvement and Sustainability</b>
9:30-10:00	Health Break	Health Break	Health Break
10:00-12:00	Continuation of Session 1	Continuation of Workshop 1	Continuation of Workshop 3
12:00-1:00	Lunch Break	Lunch Break	Lunch Break
1:00-2:30	Plenary Session 2 <b>Aligning Purpose and Practice: Recalibrating SCP for Transformative Learning</b>	Workshop 2 <b>Collaborative Sessions on Empowering Learners Through Curriculum and Delivery Models in SCP</b>	Closing Program
2:30-3:00	Health Break	Health Break	Health Break
3:30-5:00	Continuation of Session 2	Continuation of Workshop 2	
Learning Facilitator	Eugene Ray F. Santos	Philips T. Monterola/ John Christian Galvez	Regional Program Focal Persons
Note Take	Lhovie C. Damian	Nenette Arcelle Joy P. Larinay	Redgynn A. Bernales
Output of the Day	No Intended Output	Fully developed milestone-based M&E Tool per program	Completion Documents



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*Enclosure 3. Program Management Team*

**Convergence on Curriculum Implementation Evaluation and Learning  
Delivery Recalibration of Special Curricular Programs (SCP)**

*July 23-25, 2025 | The Monaco Strip, Ortigas Ave. Extension, Brgy. Dolores, Taytay, Rizal*

Chairperson : Viernalyn M. Nama, Chief Education Supervisor

Vice Chairperson: Eugene Ray F. Santos, Education Program Supervisor  
Philips T. Monterola, Regional Coordinator

Members :

Hazel Angelyn E. Tesoro, Education Program Supervisor  
Virgilio O. Guevarra, Jr., Education Program Supervisor  
Lowiesito Erni, Education Program Supervisor  
Paul Gence Ocampo, Education Program Supervisor  
Gilbert Cruz, Regional Coordinator

Secretariat: Lhovie C. Damian, Teaching Aid Specialist  
Nenette Arcelle Joy P. Larinay, Librarian  
Redgynn A. Bernales, Administrative Assistant  
John Christian Galvez, CoS-ALS





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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 RTWG 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 supplied 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.
- 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 Facilitators shall:

- introduce the guests;
- lead the FGD;
- 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 Consultants/Resource Persons shall:**

- discuss and provide inputs about the topic;
- clarify areas of improvements in the school paper;
- suggest workshop templates;
- provide instructions and inputs during the workshops;
- 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 Takers shall:**

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

**The Participants shall:**

- Observe punctuality at all times
- Participate actively in the discussion
- Comply and submit the intended outputs in each session