

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



CLMD-RM-2026-472

14 July 2026

Regional Memorandum
No. 472 s.2026

ADDENDUM TO REGIONAL MEMORANDUM NO. 442, S. 2026

To **Schools Division Superintendents**

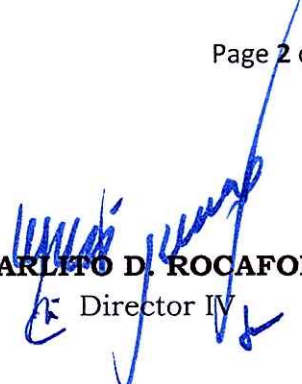
1. Pursuant to Regional Memorandum No. 442, s. 2026, titled *Regional Implementation of the KAAGAPAY Program: Empowering the School Community for Values Formation, Learning Support, and Bullying Prevention*, this Office, through the collaborative efforts of the Curriculum and Learning Management Division (CLMD), Education Support Services Division (ESSD), and Field Technical Assistance Division (FTAD), announces that the activity will be conducted on August 25–27, 2026, at Sotogrande Hotel, Batangas.
2. Attached are Enclosures 1 to 4 for complete details:
Enclosure 1: List of Participants
Enclosure 2: Composition of the Program Management Team (PMT)
Enclosure 3: Indicative Program of Activities
Enclosure 4: Terms of Reference (ToR)
3. The first meal to be served will be a morning snack on Day 1 (August 25, 2026), while the last meal, to be served will be an afternoon snack on Day 3 (August 27, 2026).
4. Participants are advised to bring a laptop computer and an extension cord for the workshop sessions.
5. Attendance shall be strictly limited to the identified participants in Enclosure 1. Likewise, in strict observance of DepEd Order No. 9, s. 2005, titled *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith*, classroom teachers shall not be designated as participants in this activity to ensure that instructional time is not disrupted.
6. All other provisions of Regional Memorandum No. 442, s. 2026 shall remain in full force and effect.
7. For inquiries and clarifications, please contact **Ms. Margaret P. Musa**, Education Program Supervisor in GMRC/VE, through clmd.calabarzon@deped.gov.ph.
8. Immediate dissemination of and compliance with this Memorandum is desired.



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Certificate No. PHP QMS
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CARLITO D. ROCAFORT

Director IV

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Enclosure 1: List of Participants

No.	Division	Chief Education Supervisors of the Curriculum Implementation Division (CID)	Chief Education Supervisors of the School Governance and Operations Division (SGOD)	Education Program Supervisors in GMRC & VE	Division LRP Focal/ Learner Formator Coordinator	Social Mobilization and Networking (SocMob) Focal Person	RGC/ Guidance Designate/ Career Advocates
1	Antipolo City	Cristina C. Salazar	Jonathan P. Domingo	Darwin Bargo	Aquiel L. Morales	Albeno L. Del Monte Jr	Riessa Leah B. Gonzales
2	Bacoor City	Alexander Jr. M. Morron	Cesar M. Mojica	Raquel I. Blones	Richard C. Gaytos	Arwin M. Ternida	Johanna D. dela Cruz
3	Batangas City	Sacoro R. Comia	Angelisa A. Amoto	Dennis Arcega	Rhubie M. Silang	Caroline C. Gayeta	Rona F. Manalo
4	Batangas Province	David M. Nuay	Mario B. Maramot	Alfred James Ellar	Rosemarie J. Gonzales	Anabel E. Magalona	Marian C. de Mesa
5	Binan City	Mary Ann L. Tatlongmaria	Bayani V. Enriquez	Erwin P. Legasto	Gertrude A. Anunciacion	Donna Jane M. Alfonso	Precy C. Calvez
6	Cabuyao City	Edna F. Hemedez	Jose Charlie S. Aloquin	Philip D. Cruz	Marvin R. Vicente	Ronnie Z. Villanueva	Sarah Joy A. Zuniga
7	Calaca City	Jenevieve De Leus	Aprilito C. De Guzman	Cerilina A. Manalo	Edellyn H. Jamilan	Almeenah Camille M. Bautista	Mark Rafael M. Venzon
8	Calamba City	Dolorosa S. De Castro	Mariliza T. Espada	Clariza G. Terones	Jerwin Patiga	Ronald Manaig	Vilma Tandayu
9	Carmona City	Noel S. Ortega	Elsa O. De Leon	Francina M. Nacario	Angeline Cashmere Alberto	Julie O. Villanueva	Neil D. Gerali

10	Cavite City	Regin Rex P. Tosco	Rosa T. Tayamora	Ednel A. Almoradie	Reicy Lallana	Patricia Ann M. Garcia	Kristina Rose G. Carlos
11	Cavite Province	Elpidia B. Bergado	Diana P. Topacio	Josephine M. Monzaga	Neil Ivan P. Lontoc	Erica P. Ersando	Earl Xanderson Tibayan
12	Dasmaringas City	Gemma G. Cortez	Leticia T. Lopez	Cesar Chester O. Relleve	Maria Ellaine D. Grifaldo	Miguel Melendres	Garry Galit
13	General Trias	Eduarda M. Zapanta	Ines L. Inocencio	Rizal M. Vidallo	Rencie O. Majillo	Leah Anne A. Misenas	Ela O. Lanorio
14	Imus City	Marciano V. Valles	Ivan Honorpette A. Mijares	Ruby B. Heramia	Ariel L. Dayrit	Girly Anne S. Obias	Josie C. Saluta
15	Laguna Province	Orlando T. Valverde	Darwin S. Talambayan	Ana R. Reblora	Elenita L. Tuyor	Marlyn N. Lozada	Eloisa M. Pontiveros-RGC
16	Lipa City	Lorna R. Medrano	Minerva C. Caraos	Edita T. Olan	Jem Irise R. Pastrana	Shella M. Masilang	Milner C. Lacorte
17	Lucena City	Myla K. Mendiola	Epifania F. Carandang	Laverne C. Tarubal	Rosebelle F. Castrillo	Belen Andal	Angelica Nullan
18	Quezon Province	Walter F. Galarosa	Juanito A. Merle	Fernando T. Seño	Hazel Ann Camo	Paul Clifford N. Marquez	Mitos Amadel S. Villamor
19	Rizal	Rosemarie C. Blando	Marlon Marquez	Genalin V. Ceballo	Michael R. Roda	Jovelyn Jaquica	Roselyn San Juan
20	San Pablo City	Vincent Emmanuel L. Ilagan	Anna Liza D. Banayo	Maria Lucia Aileen L. Juaneza	Jeremy Dela Cruz	Venus E. Florentino	Reena Reyes
21	San Pedro City	Erma S. Valenzuela	Frederick G. Byrd Jr.	Crispeniana P. Bauyon	John Carlo A. Bituin	MaryRose S. Aguilar	Cynthia T. Marca
22	Sta. Rosa City	Luhinia M. Ofren	Jessie James E, Kingat	Nida C. Tagalag	Danica May C. Cagay	Floro M. Peria Jr.	Blesselda Kaye E. Ruga
23	Sto. Tomas City	Jhomar C. Sor	Guillerma L. Bilog	Rodel A. Castillo	Lourdes M. Pulanco	Dennis S. Agudo	Lou Jazzel P. Quilao
24	Tanauan City	Victoria B. Burgos	Xander B. Castillo	Jun A. Robles	Anne Jeliene C. Capacia	Edward G. Landayan	Katrina Celine T. Obligar
25	Tayabas City	Edwin R. Rodriguez	Imelda C. Raymundo	Joseph Jay U. Aureada	Nicole May L. Lumanglas	Joan Kathleen T. Brizuela	Marinesa A. Villamater



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Enclosure 2: Program Management Team (PMT)

No.	Division	Name	Designation
1	ORD	Carlito D. Rocafort	Regional Director
2	OARD	Loida N. Nidea	Assistant Regional Director
3	CLMD	Viernalyn M. Nama	Chief
4		Margaret P. Musa	Education Program Supervisor
5		Lowiesito O. Erni	Education Program Supervisor
6		Redgyn Bernales	ADAS
7	ESSD	Elino S. Garcia	Chief
8		Rochelle Nisola	LRP Focal
9		John Henry Guantero	Learner Formator Coordinator
10		Ramil Ginete	Partnerships Focal Person
11		Czarina Joyce Resoles	Administrative Support II
12	FTAD	Michael Girard R. Alba	Chief
13		Andrea Mabel E. Abrencillo	Education Program Supervisor
14		Eugenio S. Adrao	Education Program Supervisor
15	QAD	<i>to be determined</i>	
16	Batangas Province	Vanessa A. Bautista	Principal IV
17	Batangas Province	Erron M. De Torres	RGC-RTWG
18	Batangas Province	Lilizeil Javier	RGC-RTWG
19	Batangas Province	Ralph Relvin A. Cabello	Medical Officer
20	Batangas Province	Miller M. Masangcay	Medical Officer
21	Batangas City	Sheena Wella G. Arguelles	RGC-RTWG
22	Cavite Province	Ester M. Zuniga	RGC-RTWG
23	Cavite Province	Rio G. Gan	RGC-RTWG
24	Quezon Province	Iris Mente	RGC-RTWG
25	Laguna Province	Madel O. Monfero	RGC-RTWG

Enclosure 3: Indicative Program of Activities

Time	Day 1
8:00–8:30	Registration
8:30–9:00	Opening Program
9:00–10:00	Overview of DepEd Memorandum No. 002, s. 2026 and the KAAGAPAY Program
10:00–10:15	Health Break
10:15–12:00	Session 1: Social and Emotional Learning (SEL) and Values Support (GMRC, Values Education, Homeroom Guidance)
12:00–1:00	Lunch Break
1:00–2:30	Workshop 1: Developing Home-Based Values Formation Strategies
2:30–2:45	Health Break
2:45–4:30	Presentation of Workshop Outputs
4:30–5:00	Synthesis and Reflection

Time	Day 2
8:00–8:30	Recapitulation of Day 1
8:30–10:00	Session 2: Positive Discipline and Behavior Guidance
10:00–10:15	Health Break
10:15–12:00	Session 3: Bullying Awareness, Prevention, and Response
12:00–1:00	Lunch Break
1:00–2:30	Workshop 2: Case Analysis on Positive Discipline and Bullying Intervention
2:30–2:45	Health Break
2:45–4:30	Presentation of Outputs and Expert Feedback
4:30–5:00	Synthesis and Reflection

Time	Day 3
8:00–8:30	Recapitulation of Day 2
8:30–10:00	Session 4: Home-School-Community Partnership (PTA, CPC, SGC and Community Engagement)
10:00–10:15	Health Break
10:15–12:00	Workshop 3: Crafting the Division KAAGAPAY Action Plan
12:00–1:00	Lunch Break
1:00–2:30	Presentation and Validation of School Action Plans
2:30–2:45	Health Break
2:45–3:30	Commitment Setting and Way Forward
3:30–4:00	Training Evaluation
4:00–5:00	Closing Program and Awarding of Certificates

Enclosure 4: Terms of Reference (ToR)

The Curriculum and Learning Management Division (CLMD), in collaboration with the Education Support Services Division (ESSD), and Field Technical Assistance Division (FTAD), 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 Resource Speakers

- present the assigned following topics clearly and accurately, ensuring alignment with the event's goals, theme, and target audience;
- develop and submit the presentation slides, handouts, and other required resources to the organizers at least one week before the scheduled engagement;
- conduct a well-structured, engaging, and time-bound session using appropriate examples, interactive elements, and evidence-based insights relevant to the participants;
- attend coordination meetings, technical rehearsals, and pre-event briefings as scheduled to ensure smooth flow and readiness during the actual session;
- submit the final presentation file and any requested reports or evaluation forms within three (3) days after the activity; and
- perform other functions necessary as provided by the First Party.

The Minute Takers shall:

- record proceedings accurately during all plenary and breakout sessions, including key agreements, decisions, action points, and deadlines;
- capture attendance and participation of individuals involved in each session;
- organize and clean up notes into a clear, concise narrative following the required documentation format;
- submit consolidated minutes to the Secretariat within the agreed timeline; and
- coordinate with facilitators and QAME EPS to validate details of discussions for accuracy.

QAME EPS (Quality Assurance, Monitoring & Evaluation)

- oversee the quality assurance of all sessions, materials, and outputs to ensure alignment with DepEd standards and objectives;
- monitor the conduct of activities, providing technical guidance to facilitators, resource persons, and participants as needed;
- evaluate session effectiveness through observations, feedback collection, and documentation of good practices and areas for improvement;
- provide immediate recommendations for real-time adjustments in processes, activities, or content; and
- prepare a QAME report summarizing findings, insights, and recommendations for submission to management.

The Participants shall:

- observe punctuality at all times;
- participate actively in the discussion; and
- comply and submit the intended outputs in each phase and session.