



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

DIVISION MEMORANDUM

No. 580, s. 2025

To: Public School Districts Supervisors and DICs
Elementary and Secondary School Heads
All other concerned

From: **MARGARITO A. CADAYONA JR., PhD CESO VI**
Schools Division Superintendent
Calbayog City Division

Subject: **PLANNING CONFERENCE OF TECHNICAL WORKING GROUP FOR
MULTIGRADE TRAINING**

Date: November 17, 2025



1. In preparation for the Division Training on Multigrade Education, the Schools Division Office will be conducting a Planning Conference of the members of the Division Technical Working group on November 21, 2025 At the DLRC to start at 8:00 am
2. Objectives of the said activity are the following but not limited to:
 - Finalize the matrix of the training on Multigrade Education;
 - Review facilitators & speakers facilitating skills;
 - Prepare necessary materials for the different topics on the training;
3. Participants to this activity are the speakers, facilitators & Multigrade Scholars as stipulated in the enclosure.
4. School heads with identified trainer-teachers are expected to make displacement form in adherence to no disruption of classes and ensure smooth operation of classes in schools.
5. Travelling expenses of members of the Technical Working Groups who will participate in this activity to include their meals shall be charge against their school MOOE subject to usual accounting and auditing rules.
6. This Memorandum will serve as TRAVEL AUTHORITY of the identified participants.
7. Immediate dissemination of and compliance with this Memorandum are desired.

Enclosure no. 1 to Memorandum No. ____ s. 2025

**Trainers & Technical Working Group (TWG) to Division Training on
Multigrade Education**

No.	Name of TWG	School/district	Role in the activity
1	Lourdes L. Matan	CID Office	Division MG Focal/Speaker/Lead Trainer
2.	Marcia Tocayon	Guinbaoyan Norte	TWG/Trainer
3.	Janice B. Jose	Salhag ES	TWG/Trainer
4.	Malvin D. Regulacion	Cahumpan ES	TWG/Trainer
5.	Rosalita G. Data	Rizal ES	TWG/Trainer
6.	Nerefe B.Eclipse	Hibuhatan ES	TWG/Trainer
7.	Maricel G. Merencillo	Hibatang ES	TWG/Trainer
8.	Omar Comonical	Olera ES	TWG/Trainer
9.	Nelson Managaysay	Kili-Kili ES	TWG/Trainer
10.	Randy Nable	Esperanza ES	TWG/Trainer
11	Monalyn G. Sarmiento	De Victoria ES	TWG/Trainer
12	Wilfredo Managaysay	Gelino ES	TWG/Trainer
13	Herman Verano	Pinamurutan IS	TWG/Trainer
14.	Bernie J. Abong	Palanas ES	TWG/Trainer
15	Gerome Silva	Higasaan ES	TWG/Trainer
16.	Jeffrey Llaneta	Alang-alang ES	TWG/Trainer
17.	Gloria R. Diomangay	Alang-alang ES	MG Scholar/TWG/ Chairman Literacy IM's Devt.
18.	Aida A. Tarrayo	Oboob ES	MG Scholar/TWG/ Chairman Numeracy IM's Devt.
19.	Cecilia B. Nardo	Cagbilwang ES	MG Scholar/TWG/ Chairman Numeracy IM's Devt. Key Stage 2
20.	Davie R. mag-ampo	Kili-kili ES	MG Scholar/TWG/ Chairman Science & MAPEH IM's Devt.
21	Rena P.Manecani	Osmena ES	MG Trainer/TWG/ Chairman Aral. Pan & Values IM's Devt.
22	Dionila S. Sildo	Caybago ES	MG Scholar/TWG/ Chairman Literacy IM's Devt. Key Stage 2