



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

DIVISION MEMORANDUM

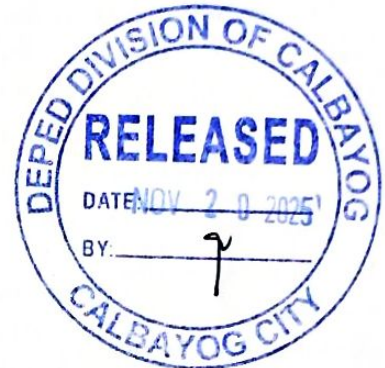
No. JK9, s. 2025

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
Nov. 21, 2025

Subject: **CAPABILITY BUILDING ON LITERACY & NUMERACY FOR
NEWLY HIRED & NEWLY ASSIGNED KEY STAGE 1 TEACHERS
(BATCH 3)**

Date: November 20, 2025



1. In line with the continuous effort to improve the literacy & numeracy status of the division and to supplement teachers capacity to ARAL Program, the Schools Division Office will be conducting a Capability Building on Literacy & Numeracy for Newly Hired & Newly Assigned Key stage 1 teachers (Batch 3) on November 27-29, 2025 at a venue to be announced later.
2. Objectives of the said activity are the following but not limited to:
 - Equip newly hired & newly assigned Key Stage 1 teachers on beginning reading & numeracy instructions;
 - Expand capabilities in handling and managing Key Stage 1 Learners;
 - Strategize instructions in dealing with learners with different numeracy & Literacy Skills Status;
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 participants shall be charged against Local funds while meals shall be charged against ELLN continuing funds subject to usual accounting and auditing rules.
6. This Memorandum will serve as TRAVEL AUTHORITY of the identified participants.
7. Participants, school heads and CID monitors who will be participating in the activity shall be given local service credits should the activity falls on Saturday & Sunday.
8. Immediate dissemination of and compliance with this Memorandum are desired.

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

**Participants to the Capability Building on Literacy & Numeracy for Newly
Hired & Newly Assigned Key stage 1 teachers (Batch 3) on November 27-
29, 2025 at Trinidad Central Elementary Multi-purpose Hall.**

No.	Name of TWG	School/district	Role in the activity
1	Lourdes L. Matan	CID Office	EPS /Speaker/Lead Trainer
2.	Erwin L. Purcia	CID Office	EPS /Speaker/Lead Trainer
3.	Sherwin Joshua T. Lim	CID Office	EPS /Speaker/Lead Trainer
4.	Sunny M. Wahingon	Himalandrog IS/C1	EPS /Speaker/Focal Person
5.	Ana Maritess E. Jao	Calucnayan ES/C1	participant
6.	Salvacion E. Trinidad	Higasaan ES/C1	participant
7.	Reda Y. Dealagdon	Pinamurutan IS/C1	participant
8.	Mary jane Ostulano	Migara ES/C4	participant
9.	Liezel C. Alevario	Palanogan ES/C4	participant
10.	Danica Ostaya	Canjumadac ES/C5	participant
11	Felix Jr. Bantasan	Cabadiangan/C6	participant
12	Antoneth Salundaguit	Cabugawan ES/O1	participant
13	Cirila Lim	Behago /O1	participant
14	Jason S. Panes	Mag-ubay/O2	participant
15.	Maricel V. Tarrayo	Caybago ES/O2	participant
16.	Wila F. Cabanas	Cagbayang ES/O2	participant
17.	Rina P. Coquilla	Capacuhan ES/.02	participant
18.	Ma. Jiamia Christia J. Luciano	Macatingog IS/O3	participant
19.	Jobelle R. Roseno	Roxas 2 ES/O3	participant
20.	Pia Christine Rose A. ventures	Marcatubig/T1	participant
21	Ma. Estrella Lampago	Cagnipa ES/T2	participant
22	Steffani C. labasbas	San Joaquin CES/T2	participant
23	Pops M. Matudan	San Joaquin CES/T2	participant
24.	Mary Grace G. Faro	Baay ES/T2	participant
25.	Evangeline R. Solomon	Bugtong ES/T3	participant
26.	Jocelyn Catamora	Tinaplacan ES/T3	participant
27.	Jeneth Domosmog	Cagmanipis Norte/ T3	participant
28.	Mejailyn M. Claro	Bugtong ES/T3	participant
29.	Ruby F. Diolon	Cagmanipis Sur ES/T3	participant
30.	Gloria R. Diomangay	Alang-alang ES/O2	facilitator/Demonstrator
31	Maximo T. Pacho	Malayog ES/T3	trainer/facilitator
32	Maricel G. Merencillo	Hibatang ES/C4	trainer/facilitator
33	Dawn Marie Castante	Calb. East CES/C4	Demonstration teacher
34	Carina Cadajas	Cabacungan ES/O2	Demonstration teacher
35	Marcia Tocayon	Guinbaoyan CES/C3	trainer/facilitator
36	Malvin D. Regulacion	Cahumpan ES/C5	trainer/facilitator
37	Loridel Obinguar	Bante ES/T1	trainer/facilitator
38	Fernando Medrina	Caglanipao ES/T3	trainer/facilitator
39.	Maychie T. Batulat	Amampacang IS/T1	TWG/Facilitator
38	Bernie J. Abing	Mancol IS/C6	TWG/facilitator