



Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OFFICE PANGASINAN II

Office of the Schools Division Superintendent

03 JANUARY 2025

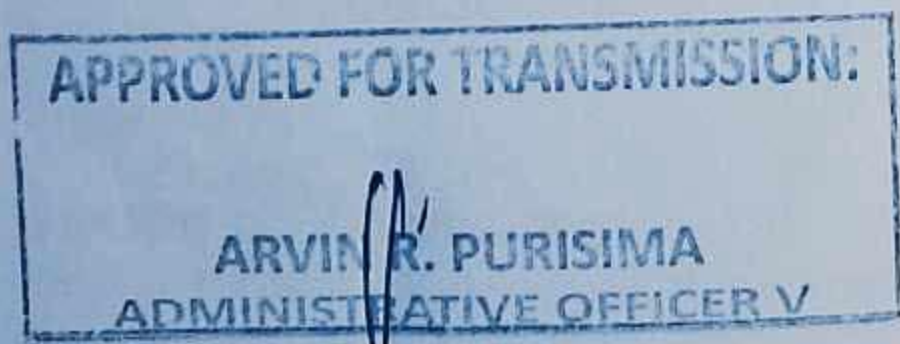
DIVISION MEMORANDUM

NO.: 006, S. 2025

DIVISION PLANNING WORKSHOP ON SCHOOL-BASED PROFESSIONAL DEVELOPMENT PROGRAMS (PDP)

To: Assistant Schools Division Superintendents
Chief Education Supervisors (SGOD, CID)
All Public Schools District Supervisor
All District HRD Coordinators (Elementary and Secondary)

1. The Human Resource Development Unit of this Division will conduct the **Division Planning Workshop on School-Based Professional Development Programs** on **January 9-10, 2025 at Ruperto's Inland Resort, Binalonan, Pangasinan.**
2. The activity aims to:
 - a. train HRD counterparts in terms of program management and implementation;
 - b. update the HRD counterparts about DM-OUHROD-2024-1567 GUIDELINES ON THE SCHOOL-LEVEL DEVELOPMENT & IMPLEMENTATION OF SCHOOL-BASED PD PROGRAMS; and
 - c. streamline HRD process across governance levels.
3. Attached is the list of the identified participants and training matrix.
4. All participants are requested to bring their own laptops and sample hard copies of INSET/LAC proposals.
5. Program Management Team (**PMT**) are required to be at the venue on the **January 8, 2024 (Day 0)** of the training.
6. Participants and PMT are entitled for **compensatory time-off (CTO)** per CSC and DepEd Joint Circular No. 2, s. 2004, for the training days that fall on a Holiday and Weekends.
7. Expenses related to this activity shall be charged to 2024 HRD Fund. Travel expenses of participants shall be charged against MOOE and other local funds subject to usual accounting and auditing rules and regulations.
8. Immediate dissemination of the Memorandum is desired.



VIVIAN LUZ S. PAGATPATAN, CESO VI
Schools Division Superintendent



Guico Street, Canarvacanan, Binalonan, Pangasinan



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Infoboard Group



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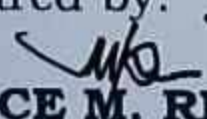


Republic of the Philippines
Department of Education
 Schools Division Office of Pangasinan II
 Canarvacanan, Binalonan, Pangasinan

TRAINING MATRIX
**PLANNING WORKSHOP ON SCHOOL-BASED PROFESSIONAL
 DEVELOPMENT PROGRAM (PDP)**
January 9-10, 2025 @ Ruperto's Inland Resort

Date	Time	Topics/Sessions	Learning Facilitators	
January 9, 2025	8:00-9:00	Program Preliminaries	PMT	
	9:00- 10:00	Session 1: Guidelines on the School-Level Development and Implementation of School-Based Professional Development Programs (PDP)	Janice M. Rivera SEPS	
	10:00-10:15	Health Break		
	10:15-11:10	Session 2: INSET Enclosure 1: Professional Development Program (PDP) Design	Lilibeth A. Daus EPS Ricardo S. Tambogon HT-III	
	11:10-12:00	Session 3: INSET Enclosure: M & E Plan	Leody S. Tagulao PSDS	
	12:00-1:00	Lunch Break		
	1:00-2:00	Session 4: INSET Enclosure: Workplace Application Plan	Cherry M. Quesada P-III Gina Q. Aquino HT-VI	
	2:00-3:00	Session 5: INSET Enclosure: Pre & Post Test, Budget Matrix, CV and End-of-Day Evaluation	Mildred M. Gagar P-II Jumar S. Ortiz HT-III	
	3:00-3:15	Health Break		
	3:15-4:30	Session 6: Updates on PRC Accreditation and Process Flow	Ricardo S. Tambogon HT-III	
	4:30-5:00	End-of-Day Evaluation	PMT	
	January 10, 2025	8:00-10:00	Professional Development Program (PDP) Design Quality Standards Checklist	Shiahari I. Cortez HT-III Emhil Medrano EPS-II
		10:00-10:15	Health Break	
10:15-12:00		Evaluation of School-Based Professional Development Program (PDP)	Participants	
12:00-1:00		LUNCH BREAK		
1:00-3:00		Presentation and Critiquing of the Results of the Evaluation	Participants	
3:00-3:15		Health Break		
3:15-3:30		End-of-Day Evaluation	PMT	
3:30-4:30		Closing Program	PMT	

Prepared by:


JANICE M. RIVERA PhD
 Senior Education Program Specialist

Approved:


VIVIAN LUZ S. PAGATPATAN CESO VI
 Schools Division Superintendent

PLANNING WORKSHOP ON SCHOOL-BASED PROFESSIONAL DEVELOPMENT PROGRAMS

January 9-10, 2025

Ruperto's Inland Resort, Binalonan, Pangasinan

DISTRICT	PUBLIC SCHOOLS DISTRICT	NAME OF HRD COORDINATOR	POSITION	NAME OF HRD	POSITION
MANAOAG 1	DR. EUGENIA B. RAMOS	Dr. MACARIO F. DE VERA, JR.	PRINCIPAL IV	JULIETA S. SOLOMON	MASTER TEACHER II
MANAOAG 2	DR. LEODY S. TAGULAO	JACKIE LOU M. ALARCIO	Principal I	KEVIN S. MARQUEZ	Head Teacher III
MANGALDAN 1	DR. JEROME S. PARAS	RUSSEL REX A. ABRERA	PRINCIPAL I	DANILO S. EDEN	Asst. Principal II
MANGALDAN 2	MINERVA D. SERAFICA, EdD	ROSEMARIE A. DOTON	HEAD TEACHER I	ODESSA REBULTAN	MASTER TEACHER I
SAN FABIAN 1	HERMINIO M. SERRAON, JR.	MARIFE A ESTONILO	PRINCIPAL III	ANNA CHERYL F. ALVAREZ	MASTER TEACHER II
SAN FABIAN 2	DELIA H. PATALUD	ROSALIE R. SANTOS	PRINCIPAL II	MYRNA L. PERALTA	MASTER TEACHER I
SAN JACINTO	DR. MA.TERESA A. JAVIER	BERNIE L. AQUINO	PRINCIPAL II	REMEDIOS C. CONDES	Head Teacher III
ALCALA	DR. FERDINAND C. CABRERA	LOURDES C. CABUYAO	PRINCIPAL IV	EDNA E. FREGILLANA	Principal III
BAUTISTA	DR. ARABELLA MAY Z. SONIEGA	MILDRED M. GAGAR	PRINCIPAL II	MARY GRACE C. DELA MASAP	PRINCIPAL II
BINALONAN 1	ANA JEAN B. ASUNCION, EdD	RICARDO S. TAMBOGON	Head Teacher III	RICHEALYN C. TADEO	PRINCIPAL IV
BINALONAN 2	DR VIRGILIO C. JAVIER	MA. LOURDES R. FERNANDEZ	PRINCIPAL III	DR. ANALYN C. BAJET	PRINCIPAL II
POZORRUBIO 1	DR. NEIL V. GAVINA	CHERRY C. QUESADA	PRINCIPAL III	DOMINGO M. DE VERA	HEAD TEACHER III
POZORRUBIO 2	DR. NEIL V. GAVINA	RONAR C. NARBONITA	HEAD TEACHER III	DR. RODA D. JOHNSON	PRINCIPAL IV
LAOAC	REBECCA T. GONZALES	MICHAEL M. MURILLO	Head Teacher III	MARVIE LYN L. SAQUING	Head Teacher III
VILLASIS 1	DR. BELEN C. BAUTISTA	CHARISMA U. HONRADO	SPET I	MELCHOR M. PEREZ	Master Teacher III
VILLASIS 2	DR. JOCELYN R. MINA	MARIA AGNES C. OLLER	HEAD TEACHER III		
SISON	DR. ELIZA O. ROSINO	CRISTINA L. ARCADIO	PRINCIPAL II	SONIA F. MAMARIL	PRINCIPAL III
STO. TOMAS	DR. JOEVE M. JACONES	RON DEE D. CANGCO	Teacher-In-Charge	ARVIN HOMER G. LARDIZABA	Head Teacher III
ASINGAN 1	DR. ROSALINA B. SAGUIPED	DOMINGO C. RAPOSAS JR.	PRINCIPAL II	AILEEN T. TALANIA	MASTER TEACHER I
ASINGAN 2	ROMULO T. OGANIZA	VICTORIA M. BARROGA	PRINCIPAL III	IRENE S. PIO	MASTER TEACHER I
BALUNGAO	DR. MILDRED C. ESPIRITU	CHRISTOPHER G. BINCE	PRINCIPAL III	JANICE C. DE GUZMAN	Head Teacher III
ROSALES 1	DR. BABY JEAN L. COLLADO	ELIZABETH A. CAOAYAN	PRINCIPAL IV	DIANA M. DEL.MUNDO	Principal I
ROSALES 2	DR. ALMA R. PONTAOE	FLORENCE C. MERCURIO	PRINCIPAL IV	MINERVA GRACE O. SILVESTR	MASTER TEACHER I
NATIVIDAD	MARIVIC V. LAOAGAN	HILDA R. LANA	Head Teacher III		
SAN NICOLAS 1	DR. RENATO D. UMIPIG	DAVID V. PURUGANAN	Principal III	LARRY S. CASIMERO	Principal II
SAN NICOLAS 2	DR. IMELDA S. LAZARO	RONALD M. NABONG	Principal II	JAYSON L. LUARCA	Head Teacher III
STA. MARIA	DR. MARY JEAN Y. DELOS REYES	EDUARDO C. OLIVER	Assistant Principal II	MERCEDES C. AGPAWA	Head Teacher VI
SAN MANUEL	DR. LEILANI U. MALICDEM	SANNY A. FERRER	PRINCIPAL III	JULIET ESTRADA	PRINCIPAL III
TAYUG 1	DR. EDEN E. EVANGELISTA	PERFECTO T. TULLAO	Principal II	Glen Mark R. Africa	MT -II
TAYUG 2	Dr. Jimmy A. Laroya	Lani S. Mingrajal	Principal III	Randy Garcia	MT I
UMINGAN 1	LOLITA T. FERRER	GLENDA G. JAVILLO	Principal II	MANNY JULIEFER COSTALES	Asst.Principal II
UMUNGAN 2	DR. RUBY A. BALIGNASAY	LEA C. BADUA	Head Teacher I	MYRA R. SABEROLA	Head Teacher III
SAN QUINTIN	DR. ROWENA F. PALISOC	ALBERT M. BERTUDEZ	School Principal IV	JANET V. CABIENTE	School Principal III

PMT	
LILIBETH A. DAUS	GINA Q. AQUINO
JANICE M. RIVERA	CHERRY C. QUESADA
RICARDO S. TAMBOGON	MILDRED M. GAGAR
EMHIL C. MEDRANO	JUMAR S. ORTIZ
LEODY S. TAGULAO	SHIARI I. CORTEZ
JOEMAR PEREZ	DR. JENNIFER C. TAMBAOAN
ERIC TARADEL	