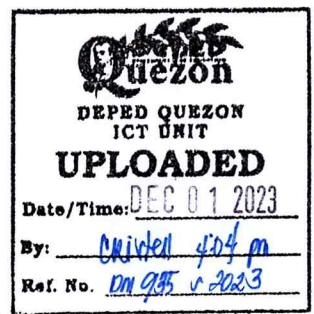




Republic of the Philippines
Department of Education
Region IV-A
SCHOOLS DIVISION OF QUEZON PROVINCE



30 November 2023

DIVISION MEMORANDUM

DM No. 935, s. 2023

**TRAINING WORKSHOP ON ENHANCING SCHOOL HEAD'S POTENTIAL ON
QUALITY ASSURANCE: A ROADMAP TO UNVEIL RESEARCH-BASED
LOCALIZED LEARNING RESOURCES**

**To: Assistant Schools Division Superintendent
Chief (CID and SGOD)
Education Program Supervisors
Public Schools District Supervisors
School Heads
Selected Division Learning Resource Evaluators
All Concerned**

1. DepEd Quezon through the Curriculum Implementation Division – Learning Resource Management Section will conduct a 4-day Live-In Training Workshop on Enhancing School Heads Potential on Quality Assurance: A Roadmap to Unveil Research-Based Localized Learning Resources on December 4-7, 2023 at M.I. Sevilla's Resort, Brgy. Domoit, Lucena City.
2. This activity aims to:
 - a. familiarize the participants with the learning resource management particularly on quality assurance process;
 - b. orient the Learning Resource Content Evaluators (LRCEs) of their functions as well as their duties and responsibilities;
 - c. evaluate content and language (if possible) of the submitted localized learning resources;
 - d. produce quality assured learning resources for district/division-wide use;
 - e. build camaraderie among the LRCEs; and
 - f. discuss related issues and concerns, if any.

DEPEDQUEZON-TM-SDS-04-009-003



Address: Sitio Fori, Brgy. Talipan, Pagbilao, Quezon
Trunkline #: (042) 784-0366, (042) 784-0164,
(042) 784-0391, (042) 784-0321



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3. Participants relative to this activity are elementary/secondary school heads and public school district supervisors who have specializations and will serve as Learning Resource Evaluators for Content Evaluation of the harvested senior high school localized learning resources. They will be joined by five (5) members of the management team who will serve as technical working group. Participants are advised to bring laptop and an extension cord. Please see the attached enclosure for the list of participants.
4. This is a live-in seminar. Live out and replacement will **not** be **allowed** except for unavoidable circumstances and valid reasons upon the approval of the Chief of the Curriculum Implementation Division. Participants are expected to be at the venue before 1:00PM on December 4, 2023 for the opening program. First meal to be served is PM snack while last meal is lunch on December 7, 2023.
5. Expenses relative to this activity such as foods and accommodation shall be charged against Special Education Fund (SEF) while travelling expenses of participants shall be charged against school/division MOOE subject to usual government accounting and auditing rules and procedures.
6. For your concern or queries, you may contact Learning Resource Management Section thru EPS Jee Ann O. Borines, PDO Joe Angelo L. Basco, Librarian II Ronnjemmele A. Rivera at 042-784-0366 loc. 175 or visit DepEd SDO Quezon at Sitio Fori, Brgy. Talipan, Pagbilao, Quezon.
7. Immediate and widest dissemination of this Memorandum is desired.

ROMMEL C. BAUTISTA, CESO V
Schools Division Superintendent

lrmjob11232023

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Enclosure to Division Memorandum No. 404, s. 2023

**PARTICIPANTS TO THE TRAINING WORKSHOP ON ENHANCING SCHOOL HEAD'S
POTENTIAL ON QUALITY ASSURANCE: A ROADMAP TO UNVEIL RESEARCH-BASED
LOCALIZED LEARNING RESOURCES**

No.	NAME	School / District	Learning Resource Evaluator
1	Nida B. Basila, EdD	San Isidro NHS, General Luna	Content Evaluator – Business Mathematics
2	Flores Elena O. Valiente	San Isidro NHS, General Luna	Content Evaluator – Business Mathematics
3	Cherie Lou A. Dedase	Atimonan NCHS, Atimonan I	Content Evaluator – Business Mathematics
4	Cynthia P. Cuya	Madagoldol IS, San Francisco II	Content Evaluator – Business Mathematics
5	Felicidad M. De Guia	Castañas NHS, Sariaya East	Content Evaluator – Business Mathematics
6	Wilson S. Martinez	Cagsiyay III NHS, Mauban South	Content Evaluator – Computer System Servicing
7	Al A. Laurio	Balubad IS, Atimonan I	Content Evaluator – Computer System Servicing
8	Ma. Glenna A. Obuyes	Magsikap IS, General Nakar II	Content Evaluator - DIASS
9	Norbi A. Cabanela	Maligaya NHS, Atimonan II	Content Evaluator - DIASS
10	Caridad C. Grimaldo	PSDS, Atimonan I	Content Evaluator – Earth and Life Science Core
11	Melba G. Gonzales	Elias E. Salvador NHS, Agdangan	Content Evaluator – Earth and Life Science Core
12	Gladylyn L. Sasa	Adela S. Torres NHS, Sampaloc	Content Evaluator – Earth and Life Science Core
13	Myla V. Combalicer	Sampaloc NHS, Sampaloc	Content Evaluator – Earth and Life Science Core
14	Reynaldo V. Nanong	PSLIS, Lucban	Content Evaluator – English for Academic and Professional Purposes

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15	Ellen Besabe	Hagonghong NHS, Buenavista II	Content Evaluator – English for Academic and Professional Purposes
16	Allan E. Data	Malinao Ilaya Integrated HS, Atimonan II	Content Evaluator – English for Academic and Professional Purposes
17	Dina Q. Banaban	Gregorio Reyes NHS, San Narciso I	Content Evaluator – Food and Beverage Services
18	Marivi D. Ladines	Adela S. Torres NHS, Sampaloc	Content Evaluator – Food and Beverage Services
19	Nanette D. Ramirez	Lamon Bay SOF, Gumaca East	Content Evaluator – Food and Beverage Services
20	Salve J. Hosain	Concepcion NHS, Plaridel	Content Evaluator – Inquiries, Investigation and Immersion
21	Eric A. Molines	Hongadua NHS, Lopez West	Content Evaluator – Inquiries, Investigation and Immersion
22	Gloria Licas	Unisan Integrated HS, Unisan	Content Evaluator – Landscape Installation and Maintenance
23	John E. Del Rosario	Bantad NHS	Content Evaluator – Landscape Installation and Maintenance
24	Rex Anda	Plaza Rizal ES, Gumaca West	Content Evaluator – Landscape Installation and Maintenance
25	Babylyn E. Calcetas	Bagupaye ES, Mulanay I	Content Evaluator – Oral Communication in Context
26	Ma. Teresa Mago	Alitap IS, Mauban South	Content Evaluator – Oral Communication in Context
27	Judith B. Fortuna	Gumaca Integrated School, Gumaca West	Content Evaluator – Organic Agriculture Production
28	Romel V. Calucin	Dr. Maria D. Pastrana NHS	Content Evaluator – Shield Metal Arc and Welding
29	Ruel B. Loveria	Doongan Ilaya NHS, Catanauan II	Content Evaluator – Shield Metal Arc and Welding
30	Roland Magsino	Buenavita NHS, Buenavista Buenavista I	Content Evaluator – Statistics and Probability

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31	Arminda Red	Camohaguin NHS, Gumaca East	Content Evaluator – Statistics and Probability
32	Buenaventura D. Luces	Sta. Catalina NHS, Candelaria East	Content Evaluator – Statistics and Probability
33	Marina R. Abueva	Lopez NCHS, Lopez West	Content Evaluator – Statistics and Probability
34	Cecilia Barcellano	Atimonan NCHS, Atimonan I	Content Evaluator - Cookery
35	Felix M. Alegre	San Andres NHS, San Andres	Content Evaluator - Cookery
36	Ariel D. Del Mundo	Cabay NHS, Tioang II	Content Evaluator - Cookery
37	Perla Dizon	Lutucan NHS, Sariaya West	Content Evaluator – Food Processing
38	Luningning Mendoza	Talipan NHS, Pagbilao I	Content Evaluator – Food Processing
39	Victor E. Maderazo	Recto Memorial NHS, Tiaong I	Content Evaluator – Food Processing
40	Beverly Basanta	Infanta NHS, Infanta	Content Evaluator – Food Processing
41	Leonila R. Dayag	Silangang Malicboy NHS, Pagbilao II	Content Evaluator – Food Processing
42	Rodel D. Magyaya	Kinatakutan NHS, Tagkawayan I	Content Evaluator – Food Processing
43	Leizel A. Dillo	Sta. Cecilia ES, Tagkawayan I	Content Evaluator – Food Processing
44	Alejandro P. Zoleta	Manuel Uy Ek Liong ES, Catanauan II	Content Evaluator – Electrical Installation Maintenance
45	Evalyn G. Arroyo	Panukulan NHS, Panukulan	Content Evaluator – Electrical Installation Maintenance
46	Reynilda Bebon	Quezon National High School, Lucena City	Content Evaluator - Tailoring
47	Emerson P. Portales	Langgas NHS, Infanta	Content Evaluator – Arts and Design
48	Ragem O. Portes	SDO Quezon	Nurse II
49	Jee-Ann O. Borines	SDO Quezon	Management Team / Technical Working Group
50	Ronnjemmele A. Rivera	SDO Quezon	Management Team / Technical Working Group

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51	Joe Angelo L. Basco	SDO Quezon	Management Team / Technical Working Group
52	Krisca Anne C. Zaracena	SDO Quezon	Management Team / Technical Working Group
53	Juanito A. Merle, EdD	SDO Quezon	Resource Speaker

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PARTICIPANTS TO THE TRAINING WORKSHOP ON ENHANCING SCHOOL HEAD'S POTENTIAL ON QUALITY ASSURANCE: A ROADMAP TO UNVEIL RESEARCH-BASED LOCALIZED LEARNING RESOURCES

December 4-7, 2023 | Venue: M.I. Sevilla's Resort and Hotel, Brgy. Domoit, Lucena City

TRAINING MATRIX

Time	December 4, 2023	December 5, 2023	December 6, 2023	December 7, 2023
6:30AM – 7:35AM 7:45AM – 8:00AM	Travel Time	Breakfast Management of Learning (MOL) & Announcements	Breakfast Management of Learning (MOL) & Announcements	Breakfast Management of Learning (MOL)
8:00 – 9:00 a.m.		Content Evaluation Activity	Content Evaluation Activity	Completion/ Checking of Forms/ Evaluation Tools
9:00 – 9:45 a.m.				
9:45 - 10:30 a.m.				
10:30 – 11:15 a.m.				
11:15 a.m. – 12:00 nn				Closing Program
12:00 - 1:00 p.m.	Registration	LUNCH BREAK	LUNCH BREAK	LUNCH
1:00 – 1:30PM	OPENING PROGRAM	Content Evaluation Activity	Presentation of Outputs	Home Sweet Home
1:30 – 2:00PM	Quality Assurance Process of Learning Resources <i>Jee-Ann O. Borines</i> <i>Education Program Supervisor – LRM</i>			
2:00 – 3:00 p.m.	Content Evaluation Technique <i>Dr. Juanito A. Merle</i> <i>Education Program Supervisor – SHS</i>			
3:00 - 3:15 p.m.				
3:15 – 4:15 p.m.				
4:15 – 4:45PM	Content Evaluation Tool and Forms to Accomplish <i>Joe Angelo L. Basco</i> <i>Project Development Officer II</i>			
4:45 – 5:00PM	Arrangement of groupings/specialization and Distribution of Learning Resources for Evaluation per group <i>Ronnjemmele A. Rivera</i> <i>Librarian II</i>			
5:00PM Onwards		Debriefing/ Monitoring of Outputs	Debriefing/ Monitoring of Outputs	
<i>Officer of the Day</i>	<i>Krisca Anne C. Zaracena</i>	<i>Joe Angelo L. Basco</i>	<i>Ronnjemmele A. Rivera</i>	<i>Krisca Anne C. Zaracena</i>