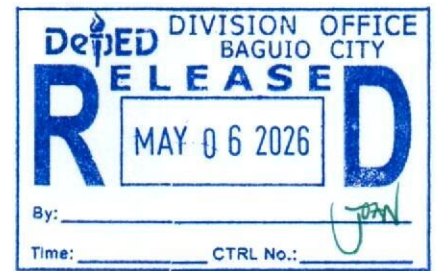




Republic of the Philippines
Department of Education
CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY



May 5, 2026

DIVISION MEMORANDUM
No. 305-2026

**ADDENDUM/CORRIGENDUM TO DIVISION MEMORANDUM NO. 249 S.
2026 RE: WRITING WORKSHOP ON IMPROVING LEARNING OUTCOMES
THROUGH DEVELOPMENT OF SOCIO- EMOTIONAL LEARNING
RESOURCES AND ASSESSMENT TOOLS/ITEMS**

To: Assistant Schools Division Superintendent
CID Chief Education Supervisor
Education Program Supervisors
Public Schools District Supervisors
Public School Heads
All Others Concerned

1. Pursuant to Division Memorandum (DM) No. 249, s. 2026 re: Writing Workshop on Improving Learning Outcomes through Development of Social Emotional Learning Resources and Assessment Tools/items the said activity will be conducted *on May 11 & 29 at the H100 Ecolodge Hotel, Magsaysay Ave. Baguio City & May 17-19, 2026 instead of May 18-20, 2026 at Ynad's Place Hotel, San Fernando, La Union.* The departure time for the day 2-4 activity at Ynad's Place Hotel will be on May 17, 2026, 7:00 AM at the SDO Baguio City ground.

2. The list of participants is attached as enclosure 1 while the matrix of activities is attached as enclosure 2.

3. All who render services during the conduct of the activity which may fall on weekends or holidays, are entitled to avail of Compensatory Time-Off (CTO) for non-teachers and service credits for teachers in accordance with the Civil Service Commission (CSC) and the Department of Budget (DBM) and Management Joint Circular No. 1 s. 2015(3.2 & 4.8) titled Policies and Guidelines on Overtime Services and Overtime Pay for Government Employees.

4. This memo will serve as Authority to Travel of the participants.

5. Expenses for the board and lodging, including travel, shall be charged to the downloaded PSF, while incidental expenses for participants shall be charged to local funds, subject to existing accounting and auditing rules and regulations.



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6. For clarifications and queries, kindly contact CES Juliet Sannad,
Curriculum Implementation Division through the phone number 619-3491.

7. Immediate dissemination of this memorandum to all concerned is desired.

SORAYA T. FACULO, PhD CESO V
Schools Division Superintendent



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I. Enclosure 1: List of participants

GMRC/Values Education

No	NAME	Position	Division/ Section/ School
1	Alona Calatan Estigo	MT	Don Mariano ES
2	Esther Jane Ulep	T6	Baguio City High School
3	Maria Teresa G. Ilao	T6	Quezon Hill National High School
4	Christine Beloken	MT1	San Carlos Elementary School
5	Felicidad Datul	MT1	Dona Auirora H. Bueno ES
6	Mark Malidom	T3	Mabini ES

Prepared by:

Nora Dalapnas
NORA DALAPNAS

EPS-GMRC/Values Education

ARALING PANLIPUNAN

	NAME	Position	Division/ Section/ School
1	Janet B. Pascua	Principal 1	Joaquin Smith NHS
2	Mercy Manzano	MT	Quirino Hill ES
3	Pacita Gawaen	Master Teacher 1	Mila an NHS
4	Grace Marie Angihan	Master Teacher III	Quezon Hill ES
5	Teresita M. Baltazar	MT1	Magsaysay Elem School
6	Mary Joyce V. Torres	Teacher III	Happy Hallow NHS

Prepared by:

Marina Tabangcura
MARINA TABANGCURA

EPS-ARALING PANLIPUNAN/ MAKABANSA



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ENGLISH

	NAME	Position	Division/ Section/ School
1	Geraldine Sumipit	HT	Pines City NHS
2	Jeanilyn Colal (SHS)	MT II	San Vicente NHS
3	Nellie Domngal (KS1)	MT I	Pinget ES
4	Josie Jane Padioan (KS 2)	T VI	San Carlos Heights ES
5	Kereen Kitoyan (JHS)	T VI	Guisad Valley NHS
6	Joan Daus (JHS)	T VI	Pines City NHS

Prepared by:

ARMI VICTORIA FIANGAAN
EPS-ENGLISH

SCIENCE

	NAME	Grade Level	Position	Division/ Section/ School
1	Salome C. Fangkingan		School Head	Fort Del Pilar NHS
2	Pauline Punasen		Master Teacher	Mil-an NHS
3	Jeany Dupo		HT VI	Pines City NHS
4	Norma Macalingay	G5	T II	Baguio Central School
5	Lee-anne Gryll P. Tade	G6	T III	Lucban Integrated School
6	Maricel C. Alcedo	G7	T VI	Baguio City High School

Prepared by:


VIRGINIA ALINDAYO
EPS-SCIENCE



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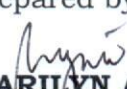
MATH

No	NAME	Position	Division/ Section/ School
1	Jimmy B. Garcia Jr	Principal 2	Bakakeng ES
2	Petra D. Tumapang	MT	BCHS
3	Myleen D. Sucdad	T6	San Vicente ES
4	Johna S. Salagma	T3	Alfonso Tabora ES
5	Kathleen A. Palome	T3	DAHVES
6	Francis M. Gallim	T4	BCHS

Prepared by: 
FRANCISCO COPSIYAN
EPS- Mathematics

FILIPINO

No	NAME	Position	Division/ Section/ School
1	Teodora Botis	School Head	Manuel A. Roxas ES
2	MARIA MAGDALENA BALAO	Teacher 6	Rizal ES
3	Jayfaina R. Tami-ing	T1	San Vicente ES
4	CYNTHIA FABELLA	Teacher 6	Magsaysay NHS
5	ROMANA TUACA	MT 3	Quezon Hill ES
6	CHARLENE KIM LONGI	Teacher 3	Guisad Valley NHS

Prepared by:

MARILYN API-IT
EPS-FILIPINO

MAPEH

No	NAME	Position	Division/ Section/ School
1	Rosie Beel Marzo	PSDS	SDO Baguio City
2	Kimber Joy Aclopen	Master teacher	Manuel L Quezon ES
3	Doris L. Rullan	T6	Baguio City HS
4	Rowena Domingo	T6	Pines City NHS
5	Jeffrey Aliga	P1	Irisan ES
6	Nieves Domay S. Yangyang	MT2	Brookspoint ES

Prepared by:
LOLITA MANZANO (sgd)
EPS- MAPEH/MAKABANSA



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EPP/TLE/TVL

No	Name	Position	Division/ Section/ School
1	Shalin Francine Angcaway	Master teacher	Baguio City HS-SHS
2	Cheryle Madume	MT	San Carlos ES
3	Salo Winie	T VI	Baguio City HS
4	Imelda Cosme	TVI	Baguio City HS
5	Elena Ganado	T VI	Dona Aurora Elem School
6	Rose Erica Bacbac	T VI	Baguio City HS

Prepared by:

MARY JANE MALIHOD (sgd)
EPS-EPP/TLE/TVL

Illustrators/Layout Artists

No	Name	Position	Division/ Section/ School
1	Altea E. Ramos	MT 2	Baguio City High School
2	Ben Ebanio Jr	MT	Baguio City High School
3	Anna Jovell C. De Torres	Teacher 2	Manuel L, Quezon ES
4	Jocel Naniong	Teacher VI	Baguio City High School
5	Joan Dalilis	Teacher VI	Jose P. Laurel ES
6	Isnar Mang-usan	Teacher VI	Kias ES

Prepared by:


LOIDA C. MANGANGEY
EPS-LRMS



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Management team/TWG

No	NAME	Position	Division/ Section/ School
1	Soraya T. Faculo	SDS	SDO Baguio City
2	Samuel Egsaen	ASDS	SDO Baguio City
3	Juliet Sannad	CID chief	SDO Baguio City
4	Rey Gapasin	PSDS	SDO Baguio City
5	Lourdes Lomas-e	PSDS (Inspectorate team)	SDO Baguio City
6	Loida C. Mangangey	EPS	SDO Baguio City
7	Mary Jane Malihod	EPS	SDO Baguio City
8	Nora Dalapnas	EPS	SDO Baguio City
9	Marilyn Apiit	EPS	SDO Baguio City
10	Marina Tabangcura	EPS	SDO Baguio City
11	Lolita Manzano	EPS	SDO Baguio City
12	Armi Victoria Fiangaan	EPS	SDO Baguio City
13	Francisco Copsiyan	EPS	SDO Baguio City
14	Virginia Alindayo	EPS	SDO Baguio City
15	Christopher David Oliva	PDO II	SDO Baguio City
16	Rosanna Dizon	PSDS	SDO Baguio City
17	Phoebe Jane Navarrete	Librarian II Inspectorate team	SDO Baguio City
18	Barbara B. de Vera	speaker	Gibraltar ES
19	Medical		SDO Baguio City

Prepared by:


LOIDA C. MANGANGEY
EPS-LRMS

Reviewed by:


JULIET C. SANNAD, EdD
CID Chief



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II. Enclosure 2: MATRIX OF ACTIVITIES and LIST OF PERSONS IN-CHARGE
Writing Workshop on Improving Learning Outcomes through
Development of Social Emotional Learning Resources and Assessment
Tools/items

Day 1- Date: May 11, 2026, at the H100. Ecolodge Hotel, Baguio City		
Day /Time	Activity	Focal Person
8:00 -9:00	Arrival & Registration	c/o TWG
9:01-10:00	Opening Program	
	1. Roll Call 2. House Rules 3. Statement of Purpose-CID Chief	Juliet C. Sannad, EdD, CID Chief
	4. Message-SDS	Soraya T. Faculo, PhD, CESO V
10:01- 12:00	Socio-Emotional Learning (SEL)-Framework & Purpose	Rossana Dizon-PSDS
	Change Maker Initiative	Barbara B. de Vera - Gibraltar ES
12:01-1:00	Lunch Break	
1:00- 3:00	Socio-Emotional Learning (SEL)-Whole Person Approach	Nora Dalapnas-EPS
3:01-5:00	Sample lessons on Socio-Emotional Learning (SEL)-	Rosie Beel Marzo- PSDS
Day 2-4 May 17-19, 2026 at the Ynads' Place Hotel, San Fernando, La Union-		
8:00-8:30	Filling up of Attendance	
8:31-8:45	Morning Praise / Preliminaries	TWG
	Plenary Session/ Opening Program 1. Roll Call 2. House Rules	



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	3. Statement of Purpose-CID Chief	Juliet C. Sannad, EdD, CID Chief
	4. Message-SDS	Soraya T. Faculo, PhD, CESO V
8:46-9:45	Orientation on the evaluation of GAD- Responsive LRs & Packaging before uploading in the LR OSS	Christopher G. Oliva-PDO II
	Quality Assurance Tool, Contextualization & LR OSS Updates	Loida C. Mangangey-LR EPS
9:46-10:00	Mapping of Competencies in all learning areas and grade levels	EPS per learning area, TWG, MTs, developers
	Break	
10:00-12:00	Continuation of Mapping of Competencies in all learning areas and grade levels	EPS per learning area, TWG, MTs, developers
12:01-1:00	Lunch break	
1:01- 5:00	Continuation of Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources/ FRAMEWORK and Assessment Tools/Items	EPS per learning area, TWG, MTs, developers
Day 3		
8:00-8:30	Filling up of Attendance	
8:31-8:45	Morning Praise / Preliminaries	TWG
8:46-9:45	Continuation of Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources and Assessment Tools/Items	EPS per learning area, TWG, MTs, developers
9:46-10:00	Break	
10:01-12:00	Continuation of Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources and Assessment Tools/Items	EPS per learning area, TWG, MTs, developers
12:01-1:00	Lunch break	
1:01- 5:00	Continuation of Writing workshop on Improving Learning Outcomes through	EPS per learning area, TWG, MTs, developers



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	Development of Socio- Emotional Learning Resources and Assessment Tools/Items	
Day 4		
8:00-8:30	Filling up of Attendance	
8:31-8:45	Morning Praise / Preliminaries	TWG
8:46-9:45	Continuation of Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources and Assessment Tools/Items	c/o EPS & TWG team
9:46-10:00	Break	
10:01-12:00	Continuation of Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources and Assessment Tools/Items	c/o EPS & TWG team
12:01-1:00	Lunch break	
1:01- 5:00	Continuation of Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources and Assessment Tools/Items	c/o EPS & TWG team
1:01- 3:00	Presentation of output per learning areas	c/o EPS, TWG/ evaluators
3:01-3:15	Break	
3:15-4:00	Submission of output	TWG
4:01-5:00	Closing Program	TWG
	Plenary Session/ Closing Program 1. Nationalistic & prayer 3. Challenge 4. Acceptance of challenge 4. Awarding of certificates	Juliet C. Sannad, EdD, CID Chief School Head participants



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	5. Closing Prayer	Juliet C. Sannad, EdD, CID Chief & EPS Marina Tabangcura- EPS
Day 5- May 29, 2026, at the H100. Ecolodge Hotel, Baguio City- Validation of Assessment Tools-Writing workshop on Improving Learning Outcomes through Development of Socio- Emotional Learning Resources and Assessment Tools/Items		
8:00-8:30	Filling up of Attendance	
8:31-8:45	Morning Praise / Preliminaries	TWG
	Plenary Session/ Opening Program 1. Roll Call 2. House Rules 3. Statement of Purpose-CID Chief 4. Message-SDS	Juliet C. Sannad, EdD, CID Chief Soraya T. Faculo, PhD, CESO V
8:46-9:45	Validation of Developed Socio- Emotional Learning Resources and Assessment Tools/Items	EPS per learning area, TWG, MTs, developers
9:46-10:00	Break	
10:01-12:00	Validation of Developed Socio- Emotional Learning Resources and Assessment Tools/Items & Uploading of LRs & Assessment Tools/Items in the OSS	EPS per learning area, TWG, MTs, developers
12:01-1:00	Lunch break	
1:01- 5:00	Continuation of Validation of Developed Socio- Emotional Learning Resources and Assessment Tools/Items & Uploading of LRs & Assessment Tools/Items in the OSS	EPS per learning area, TWG, MTs, developers