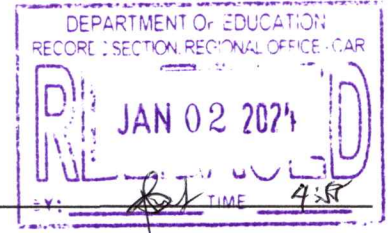




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region



02 Jan 2024

**REGIONAL MEMORANDUM**

No. 002.2024

**TRAINING ON THE MATATAG CURRICULUM FOR TEACHERS  
 AND SCHOOL LEADERS**

To: Assistant Regional Director  
 Schools Division Superintendents  
 All Others Concerned

1. Relative to the issued Memorandum from the Office of the Undersecretary for Human Resource and Organizational Development and Office of the Undersecretary for Curriculum and Teaching, this Office through the Curriculum and Learning Management Division (CLMD) announces the conduct of the **Training on the MATATAG Curriculum for Kindergarten, Grade 1, Grade 4 and Grade 7 (K147) Teachers and School Leaders** in preparation for the commencement of the initial phase of the MATATAG Curriculum implementation.

2. The said trainings will be held following the schedule below:

Dates	Training Title	Target Participants	Source of Funds
February 5 – 9, 2024	National Training of Regional Trainers on the MATATAG Curriculum (NTOT)	CLMD/CID Chiefs with learning area specialization, Regional/Division Education Program Supervisors with learning area specialization, Public Schools District Supervisors with learning area specialization, select School Heads and Head/Master Teachers with learning area specialization, Division IPEd specialists/focal persons, HRDD Chiefs, HRDD EPS Training Program Focals/NEAPR Training Program Specialists (expected)	2023 BEC



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		team of trainers and training manager per region)	
February 12-15, 2024	Regional Training of Division Trainers and School Leaders on the MATATAG Curriculum (RTOT)	Division CID Chiefs, Division Education Program Supervisors and Public Schools District Supervisors with learning area specialization, Division IPED specialists/focal persons, School Heads, Head and Master Teachers with learning area specialization, SGOD Chiefs/HRD Training Specialists (expected team of trainers and training managers per division.	2024 HRD Funds
February 19 to March 01, 2024	Division Training of School Trainers on the MATATAG Curriculum (DTOT)	ALL School Heads, Head and Master Teachers with learning area specialization, including IPED teachers from Kindergarten, Grades 1, 4 and 7 per school (expected team of trainers and training managers per school)	2024 HRD Funds
March 04 to April 04 2024	School-Based Training on the MATATAG Curriculum	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school	2024 HRD Funds / School MOOE

3. This series of trainings on the MATATAG Curriculum focuses on providing professional development support for teachers and school leaders, ensuring that they have an in-depth understanding of the general shape of the MATATAG Curriculum. Specifically, it aims to equip teachers and school leaders with the necessary knowledge, skills and competencies to effectively implement the new curriculum in the coming school year.

4. Prior to the actual conduct of the series of training, the quality assurance and finalization of training resource packages shall be conducted accordingly following the schedules below.

Dates	Training Schedule	Target Participants	Source of Funds
January 8 to 12, 2024	Quality Assurance of the MATATAG Curriculum Training Resource Package	NEAP Specialists and PD Program Internal Evaluators	2023 HRD Funds

January 15 to 19, 2023	Finalization of the MATATAG Curriculum Training Resource Package	NEAP Specialists and PD Program Internal Evaluators, CT Strand Specialists	2023 BEC Funds
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5. To ensure the quality of the training, ALL TRAINERS per governance level are expected to meet the following qualifications:

- at least earned Complete Academic Requirement (CAR) Graduate Studies with learning area specialization;
- training/s related to the area of specialization; and
- at least Very Satisfactory performance in the last three (3) years

6. DepEd Order No. 09, s. 2005 otherwise known as “Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith” shall strictly be observed during the conduct of the training. To ensure that ALL K, 1, 4 and 7 TEACHERS shall be able to attend the school-based training on the MATATAG Curriculum, School Heads are expected to employ strategies suitable for their **school-based training** such as, but not limited to the following:

6.1	Maximizing the loading of other teachers per learning area from other grade levels not involved in the initial phase of the training;
6.2	Scheduling a half-day training for K, 1, 4 and 7 teachers totaling 40 hours to ensure that the regular classes will continue without disruption;
6.3	Taking turns by a batch of Grade 4 or Grade 7 teachers, maximizing the loading of other batches of teachers not yet involved in the scheduled training (e.g, Batch 1/Week 1 – English, Science, Math; Batch 2/Week 2 – Filipino, AP, Values Education; Batch 3/Week 3 – TLE/HELE. MAPEH)
6.4	Maximizing the loading of relieving (special) teachers to handle the classes while the teacher-advisers are in the training program.
6.5	Hiring substitute teachers, subject to the availability of funds.
6.6	Tapping teacher applicants for voluntary services during the duration of the training program.

7. For purposes of planning and budgeting for this series of trainings, **ALL target trainers, teachers and school leaders** complete with the required demographic information must accomplish the form on or before **January 3, 2024** through this link: [sites.google.com/depd.gov.ph/neap-training-on-matatag](https://sites.google.com/depd.gov.ph/neap-training-on-matatag)

8. The program matrices for teachers and school leaders are enclosed in Enclosure 1. Specific guidelines on the conduct of the national, regional, division and school-based trainings on the MATATAG Curriculum shall be issued in a separate memorandum.

9. Complete list of expected team of trainers and training manager per **region** and **division** shall be submitted to [car.clmd@depd.gov.ph](mailto:car.clmd@depd.gov.ph) on or before January 8, 2024.

10. Board and lodging, travel and training supplies of the participants during the Finalization of the MATATAG Curriculum Training Resource Package and NTOT shall be charged against the 2023 BEC Funds. In case of deficiencies, travel and other incidental expenses can also be charged against local funds, subject to the usual

accounting and auditing rules and regulations. On the other hand, the board and lodging, supplies, travel and other incidental expenses of the participants during the RTOT and DTOT shall be charged against the 2024 HRD Funds allotted for MATATAG Curriculum training, while the participants in the Review and Evaluation of the MATATAG Curriculum Training Resource Package shall be charged against the 2023 HRD Funds, subject to the usual accounting and auditing rules and regulations.

11. The School-based training expenses for meals and supplies shall be charged against the **2024 HRD Funds allotted for MATATAG Curriculum training**. In case of deficiencies, the SDOs can use their Division HRD Funds, and the schools can also utilize the School MOOE allotted for training and other local funds available, subject to the usual accounting and auditing rules and regulations.

12. For inquiries or concerns, please contact CES Jennifer P. Ande at the Curriculum and Learning Management Division (CLMD) through landline number (074) 422-7096 or email address: car.clmd@deped.gov.ph

13. Immediate dissemination of and strict compliance with this Memorandum is desired.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Director IV / Regional Director 

Reference: As stated

*CLMD/JPA/nkm/Training on the MATATAG Curriculum for Teachers and School Leaders  
01/02/2024*

**A. Program Matrix for School Leaders**

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:00 – 8:30 AM	<b>Management of Learning</b>				
8:30 – 10:00 AM		Walkthrough of the Curriculum Guide	Walkthrough of the Curriculum Guide	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum	- Collaborative Expertise - Management of School-based Training Program - Preparation of School-Based Training Implementation Plan
10:00 – 12:00 AM	Registration Pre-assessment	Curriculum Standards and Learning Competencies (Q1 Continuation)	Curriculum Standards and Learning Competencies (Q2 Continuation)		Q&A Session
12:00 – 1:00 PM	<b>LUNCH</b>				
1:00 – 2:00 PM	The General Shape of the MATATAG Curriculum  Q&A Session	Walkthrough of the Curriculum Guide  Curriculum Standards and Learning Competencies (Q2)	PEDAGOGY AND ASSESSMENT Overview of the MATATAG Curriculum Instructional Design Framework  Q&A Session	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum (Continuation)	Actual Classroom Observation of a Demonstration Teaching
2:00 – 2:30 PM			Classroom-based Assessment	Special Lecture: The Science of Learning	
2:30 – 3:00 PM	Walkthrough of the Curriculum Guide		Q&A Session	Q&A Session	Clearing House
3:00 – 5:00 PM	Curriculum Standards and Learning Competencies (Q1)  *End-of-day evaluation	*End-of-day evaluation	Integrating the 21 <sup>st</sup> -Century Skills in the Classroom Practices to Promote Inclusion  Q&A Session *End-of-day evaluation	Instructional Supervision  Classroom Observation Protocol and Identification of L&D Needs  *End-of-day evaluation	Post-Assessment  Closing Program  *End-of-day evaluation
5:00 – 5:30 PM	<b>PMT Daily Debriefing</b>				

**B. Program Matrix for Teachers (School-Based)**

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
8:00 – 8:30 AM	<b>Management of Learning</b>				
8:30 – 10:00 AM		Walkthrough of the Curriculum Guide	Walkthrough of the Curriculum Guide	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum	Collaborative Expertise Sessions
10:00 – 12:00 AM	Registration Pre-assessment	Curriculum Standards and Learning Competencies (Q1 Continuation)	Curriculum Standards and Learning Competencies (Q2 Continuation)		Q&A Session
12:00 – 1:00 PM	<b>LUNCH</b>				
1:00 – 2:00 PM	The General Shape of the MATATAG Curriculum  Q&A Session	Walkthrough of the Curriculum Guide  Curriculum Standards and Learning Competencies (Q2)	PEDAGOGY AND ASSESSMENT Overview of the MATATAG Curriculum Instructional Design Framework  Q&A Session	Implementing the Intended Curriculum: Walkthrough of Learning Resources for MATATAG Curriculum (Continuation)	Demonstration Teaching
2:00 – 2:30 PM			Classroom-based Assessment	Special Lecture: The Science of Learning	
2:30 – 3:00 PM	Walkthrough of the Curriculum Guide		Q&A Session	Q&A Session	Clearing House
3:00 – 5:00 PM	Curriculum Standards and Learning Competencies (Q1)  *End-of-day evaluation		Integrating the 21 <sup>st</sup> -Century Skills in the Classroom Practices to Promote Inclusion  Q&A Session *End-of-day evaluation	Preparation of Lesson for Demonstration Teaching  Q&A Session *End-of-day evaluation	Post-Assessment  Closing Program  *End-of-day evaluation
5:00 – 5:30 PM	<b>PMT Daily Debriefing</b>				

## List of Expected Trainers and Participants

Dates	National Training of Regional Trainers on the MATATAG Curriculum (NTOT) February 5 to 9, 2024	Regional Training of Division Trainers and School Leaders on the MATATAG Curriculum (RTOT) February 12 to 15, 2024	Division Training of School Trainers on the MATATAG Curriculum (DTOT) February 19 to March 1, 2024	School-Based Training on the MATATAG Curriculum
	EXPECTED TEAM OF TRAINERS AND TRAINING MANAGER PER <b>REGION</b>	EXPECTED TEAM OF TRAINERS AND TRAINING MANAGERS PER <b>DIVISION</b>	EXPECTED TEAM OF TRAINERS AND TRAINING MANAGERS PER <b>SCHOOL</b>	ALL TEACHERS from KINDERGARTEN, GRADES 1, 4 AND 7
ABRA	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPEd teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school
APAYAO	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPEd teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school
BAGUIO	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPEd teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school

BENGUET	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPed teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school
IFUGAO	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPed teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school
KALINGA	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPed teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school
Mt	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	ALL School Heads, Head and Master Teachers with learning area specialization, including IPed teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school
Tabuk City	1 CID Chief, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with learning area specialization	1 CID Chief, 1 SGOD Chief or 2 HRD Training Specialists, 8 EPSs, 10 PSDSs with learning area specialization, 10 School Heads with	ALL School Heads, Head and Master Teachers with learning area specialization, including IPed teachers from Kindergarten, Grades 1, 4 and 7 per school	ALL TEACHERS from Kindergarten, Grades 1, 4 and 7 per school

		learning area specialization		
Regional Office	1 HRDD Chief, 2 HRDD EPSs, 1 SEPS, 1 EPS II, 1 CLMD Chief, 10 CLMD EPSs, 2 ADAS			