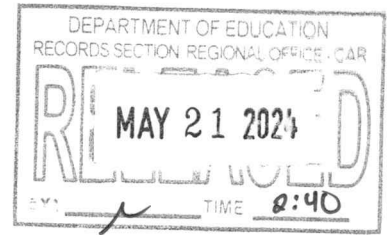




Republic of the Philippines
Department of Education
Cordillera Administrative Region



20 May 2024

REGIONAL MEMORANDUM

No. 310-2024

SCHEDULE AND REMINDERS ON THE CONDUCT OF THE DIVISION TRAINING OF TRAINERS (DTOT) ON THE MATATAG CURRICULUM

To: Assistant Regional Director
Schools Division Superintendents
All Other Concerned

1. In support of the Regional Memorandum No. 231 s. 2024 re: Reiteration on the Submission of Division Training Implementation Plan (DTIP) and School-Based Implementation Plan (SBTIP); this office announces the schedule and reminders of the Division Training of Trainers (DTOT).
2. The conduct of division training of trainers 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.
3. HRDD NEAPR shall send the results of the pre-test and post-tests to the respective official e-mail addresses of the Schools Division Superintendents to ensure the confidentiality of the participants' scores.
4. Considering the critical role that division trainers play in the effective delivery of training across governance levels, NEAP puts a premium on the learning evaluation results. Thus the following recommendations are made:
 - a. The results serve as the basis for the division trainers' specific assignment during the Division Training of Trainers **to ensure the effective delivery of the training** on the MATATAG Curriculum for teachers and school leaders;
 - b. Only those participants during the NTOT and RTOT who obtained a post-test rating of 50% (13 out of 25) or higher may be assigned as resource person/s to deliver the session/s;
 - c. RTOT participants with below 50% post-test rating and those who failed to take the assessments may be assigned as members of the PMT such as learning manager, documenter, and secretariat.
 - d. Those who were not part of the division trainers during the RTOT **shall not be allowed to run the sessions**. Otherwise, the Division PMT will **conduct Division Training of Core Trainers** to ensure that there are enough trainers per class.


5. Attached are the following enclosures for reference:
 Enclosure 1: Schedule of Division Training of Trainers
 Enclosure 2: Schedule of School-based Training of Trainers

6. All SDOs shall coordinate with the following personnel to access the resources:

Resources	Files	Division In-charge	Person Contact to
MATATAG Learning Resource Package	Kindergarten Grade 1 Grade 4 Grade 7 Plenary Sessions	ALL CID Chief	Jennifer P. Ande, Chief, CLMD Nover Keithly Mente, EPS- CLMD
Monitoring and Evaluation	Pretest and Post Test Daily Evaluation Forms Monitoring Forms	SMME SEPS/ EPSP II	Ethielyn Taqued, Chief, QAD Ester Gallotan, EPS-QAD
Program Management Team	Pre-training Forms/Templates Opening Program PPT Daily Activity PPT Closing Program Forms/Templates PD Design Completion Reports after the Conduct of the Training (Enclosures 7, 8, and 9)	HRDS SEPS/ EPSP II	Rosita C. Agnasi, OIC- HRDD Elvernice S. Fanged, EPSP II

7. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the Region (HRDD-NEAPR) through Rosita C. Agnasi, OIC-HRDD-NEAPR or through the email address at car.neapr@deped.gov.ph.

8. Immediate and widest dissemination of this Memorandum is directed.


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

ESTELA P. LEON-CARIÑO
 EdD, CESO III
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(Enclosure 1 to RM No. **310.2024**)

DEPED-CAR DIVISION TRAINING OF TRAINERS on MATATAG CURRICULUM SCHEDULE

DIVISION	DATE OF IMPLEMENTATION	LEARNING AREAS	VENUE
Abra	June 19-23, 2024	Simultaneous Activity	Hotel Linda, Ilocos Sur West Loch, Sto. Domingo, Ilocos Sur
Apayao	June 3-7, 2024	Batch 1	TBA
	June 10-14, 2024	Batch 2	TBA
Baguio City	June 3-7, 2024	Simultaneous Activity	TBA
Benguet	May 19-24, 2024	Science and Math Group	El Cielito Inn, Baguio City
		AP and VE/GMRC	Brentwood, Baguio City
		Kindergarten and Grade 1	Supreme Hotel, Baguio City
		English and AP	Rock Inn, Sagada, Mountain Province
		MAPEH and EPP/TLE	Ina's Sagada Inland Resort, Sagada, Mountain Province
Ifugao	May 13-17, 2024	Simultaneous Activity	Puerto de San Juan, La Union
Kalinga	June 10-14, 2024	Simultaneous Activity	TBA
Mountain Province	On-going meeting	Ongoing meeting	Ongoing meeting
Tabuk City	June 10-14, 2024	Simultaneous Activity	Santa Ana, Cagayan
CO Monitoring and Evaluation Division Training of Trainers	Large Division - Benguet	Medium Division - Kalinga	Small Division - Tabuk City

(Enclosure 2 to RM No. **310.2024**)

DEPED-CAR SCHOOL BASED TRAINING OF TRAINERS on MATATAG CURRICULUM SCHEDULE

DIVISION	DATE OF IMPLEMENTATION	LEARNING AREAS	VENUE
Abra	July 22-26, 2024	Simultaneous Activity	TBA
Apayao	July 8-12, 2024	Batch 1	TBA
	July 15-19, 2024	Batch 2	TBA
Baguio City	June 1-5, 2024	Simultaneous Activity	TBA
Benguet	July 15-19, 2024	Simultaneous Activity	Identified schools in each district
Ifugao	July 8-12, 2024	Simultaneous Activity	TBA
Kalinga	TBA	TBA	TBA
Mountain Province	TBA	TBA	TBA
Tabuk City	July 8-12, 2024/ July 15-19, 2024 (Tentative)	TBA	TBA
CO Monitoring and Evaluation School-Based Training of Teachers	Large School - Lepanto NHS Medium School - Atok NHS Small School - Sablan CS	Large School - Rizal School of Arts and Trades Medium School - Rizal Central School Small School - Cawagayan National High School	Elementary (Big) - Agbannawag ES Elementary (Small) - Laya IS Secondary - Kalinga NHS