



Republic of the Philippines
Department of Education
REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

December 12, 2025

DIVISION MEMORANDUM

No. 488 s. 2025

**ADDENDUM TO DM NO. 451, S. 2025 re: UPDATES ON THE CONDUCT OF THE
STRATEGIC LEARNING ACTION CELL (LAC) MANAGEMENT TRAINING
PROGRAM FOR MASTER TEACHERS**

To: Assistant Schools Division Superintendent
CID and SGOD Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors/Principals In-Charge
Public Elementary and Secondary School Heads
Public School Master Teachers
HRD District Focal Persons
All Others Concerned

1. This Schools Division, through the Human Resource Development Section (HRDS), hereby provides some updates regarding the conduct of the Strategic Learning Action Cell (LAC) Management Training Program for Master Teachers Batch 3 as per Division Memorandum Nos. 432 and 451, s. 2025:

Batch	Updated Schedule	Venue
Batch 3	December 14-17, 2025	Ciriaco Hotel, Calbayog City

- Attached is the updated List of Participants.
- Participants are required to bring their laptops and 2025 LDNA/L&D Plans for the workshop.
- This Memorandum shall serve as the **Authority to Travel** for all involved.
- All other provisions stipulated in DM 451, s. 2025 remain in effect.
- Immediate dissemination of and strict compliance with this Memorandum are desired.

GAUDENCIO C. ALJIBE JR. PhD, CESO VI
Schools Division Superintendent

Enclosures: As stated
References: As stated
To be indicated in the Perpetual Index under the following subjects:

CAPABILITY BUILDING MASTER TEACHERS LAC

DepEd Northern Samar
RELEASED

By: _____

Annex A

Batch 1 Class A November 30 – December 3, 2025			
No	District	School	Name
1	Allen I	Allen CES	Alfredo A. España Jr.
2	Allen I	Allen CES	Rose Marie D. Sarmiento
3	Allen I	Allen CES	Ryan M. Cabili
4	Allen I	Allen NHS	Rammel L. Gaspan
5	Allen I	Allen NHS	Vilma M. Jusayan
6	Allen I	Londres ES	Arlene F. Balasbas
7	Allen II	Cabacungan ES	Janice E. Galaroza
8	Allen II	Cabacungan NHS	Bibiana C. Vacunawa
9	Allen II	Jubasan ES	Roy I. Dela Torre
10	Allen II	Kinaguitman ES	Nelia M. Floralde
11	Allen II	Lipata ES	Rosemarie E. Gracioso
12	Allen II	Lipata NHS	Ruena E. Lim
13	Biri	Biri CES	Mary Ann D. Benzon
14	Biri	Biri CES	Mary Joy D. Sabangan
15	Biri	Biri NHS	Debbie A. Luna
16	Biri	Biri NHS	Deo Abe B. Ablazo
17	Biri	Palhugan ES	Melanie B. Paredes
18	Bobon	Bobon CES	Mary Ann P. Orquin
19	Bobon	Bobon CES	Pearly A. King
20	Bobon	Bobon CES	Ruth F. Miranda
21	Bobon	Bobon SPC	Arlene R. Loberita
22	Bobon	Dancalan IS	Melody O. Bernan
23	Bobon	Eladio T. Balite MSF	Maria L. Melindo
24	Bobon	Salvacion ES	Ma. Roquiza N. Castillo
25	Bobon	San Isidro ES	Cleofe O. Arre
26	Capul	Capul AIS	Aiza L. Enecillo
27	Capul	Capul AIS	Nera O. Castillo
28	Capul	Capul I CS	Arleen M. Pasco
29	Capul	Capul I CS	Gemma M. Gaco
30	Capul	Capul I CS	Lourdes M. Castillo
31	Capul	Landusan NHS	Mary Grace S. Baguipo
32	Capul	San Luis ES	Gladie C. Castillo
33	Catarman I	Baybay ES	Delfa E. Dizon
34	Catarman I	Baybay ES	Neriza B. Lipata
35	Catarman I	Catarman I CS	Edgardo H. Tan Jr.
36	Catarman I	Catarman I CS	Ma. Fe C. Sayde

Batch 1 Class A November 30 – December 3, 2025			
No	District	School	Name
37	Catarman I	Catarman I CS	Violeta Frances G. Aplan
38	Catarman I	Galutan NHS	Liberty C. Lastra
39	Catarman I	Galutan NHS	Milven G. Virtudes
40	Catarman II	Catarman II CS	Michelle L. Alzate
41	Catarman II	Catarman II CS	Rowena V. Marino
42	Catarman II	Himbang ES	Margie S. Marino
43	Catarman II	Old Rizal ES	Rowena M. Golondrina
44	Catarman II	Washington NHS	Anabel E. Cabides
45	Catarman II	Washington NHS	Mylin M. Surio
46	Catubig I	Cagbugna ES	Mercedes G. Legaspi
47	Catubig I	Catubig CES	Arleen A. Medenilla
48	Catubig I	Catubig CES	Maricor T. Fajilagot
49	Catubig I	Catubig CES	Mercy T. Rebadomia
50	Catubig I	Catubig Valley NHS	Cristina R. Las Marias
51	Catubig I	Catubig Valley NHS	Janice M. Justiniane
52	Catubig I	Catubig Valley NHS	Marilyn O. Estudillo
53	Catubig I	Guibuangan ES	Rechel O. Dula

Batch 1 Class B November 30 – December 3, 2025			
No	District	School	Name
1	Catarman III	Catarman NHS	Frances Candy A. Añonuevo
2	Catarman III	Catarman NHS	Melrose A. Mijares
3	Catarman III	Catarman NHS	Rodel C. Deluta
4	Catarman III	Catarman NHS	Ronaldo N. Verano
5	Catarman III	Daganas ES	Irma L. Fulgar
6	Catarman III	Daganas ES	Josefina C. Corona
7	Catarman III	Generoso R. Frigillana MS	Annabelle G. Verzosa
8	Catarman III	Generoso R. Frigillana MS	Arlyn R. Cupido
9	Catarman III	Generoso R. Frigillana MS	Jeana M. Gallano
10	Catarman IV	Bangkerohan ES	Analyn O. Fedellaga
11	Catarman IV	Bonifacio ES	Catherine P. Fabile
12	Catarman IV	Cawayan IS (Secondary)	Aileen N. Obieta
13	Catarman IV	Cawayan IS (Secondary)	Nelfa D. Canoza
14	Catarman IV	McKinley ES	Ma. Devaney J. Tafalla
15	Catarman VI	Cag-abaca ES	Ma. Irene V. Sagorio
16	Catarman VI	Polangi ES	Rechille F. Chome
17	Catarman VI	Polangi NHS	Jairo C. Gorda

Batch 1 Class B November 30 – December 3, 2025			
No	District	School	Name
18	Catarman VI	Polangi NHS	Janus Keeve S. Ada
19	Catarman VI	Polangi NHS	Lucille A. Olmedo
20	Catarman VI	Polangi NHS	Marlon M. Robiano
21	Catarman VI	Polangi NHS	Modesto C. Arnio
22	Catubig II	Hibubullao CS	Ira Shayne U. Villanueva
23	Catubig II	Hibubullao CS	Joybette C. Estudillo
24	Catubig II	Hibubullao CS	Leslie Joy S. Tan
25	Catubig II	Hibubullao CS	Mary Del P. Viva
26	Catubig II	Hibubullao CS	Stephanie N. Estrellena
27	Catubig II	Hibubullao NHS	Analyn M. Perez
28	Catubig II	Hibubullao NHS	Erma N. Tolentino
29	Catubig III	Calingnan ES	Epifania D. Nueva
30	Catubig III	Magtuad ES	Jayson C. Laure
31	Catubig III	Osmena ES	Ederlyn C. Alonzo
32	Catubig III	San Francisco ES	Emelyn R. Durin
33	Catubig III	Sulitan ES	Zarbin A. Pinca
34	Gamay I	Anito ES	Allan P. Paragas
35	Gamay I	Anito NHS	Rosemarie G. Flores
36	Gamay I	Cadac-an ES	Maria Teresa L. Pellejo
37	Gamay I	Gala VS	Michael S. Ada
38	Gamay I	Gamay CS	Genita C. Miano
39	Gamay I	Gamay CS	Odon M. Mengullo
40	Gamay I	Gamay NHS	Heide C. Castillo
41	Laoang V	Bayog ES	Alfonsa A. Aquino
42	Laoang V	La Perla NHS	Raquel Mabanag
43	Laoang V	Oleras ES	Ruth D. Melindo
44	Laoang V	Oleras NHS	Ian V. Dumalag
45	Laoang V	Simora ES	Meriam Grace B. Lim
46	Lope De Vega	Bayho ES	Lanie T. Serrano
47	Lope De Vega	Lope De Vega CS	Aubrey Glenn R. Geonzon
48	Lope De Vega	Lope De Vega CS	Gemma D. Quibal
49	Lope De Vega	Lope De Vega NHS	Gonzalo M. Alfonso Jr.
50	Lope De Vega	Lope De Vega NHS	Noralyn S. Casco
51	Lope De Vega	Lower Caynaga ES	Juvelyn D. Persigas
52	Mondragon II	Nenita NHS	Daisy M. Castillo

Batch 2 Class A December 6-9, 2025			
No	District	School	Name
1	Gamay II	Bangon NHS	Betsy P. Capoquian
2	Gamay II	Bangon NHS	Patricia N. Baile
3	Gamay II	Cagamutan CES	Jenetta P. Limbawan
4	Gamay II	Cagamutan CES	Mely Rose L. Lebico
5	Gamay II	Cagamutan NHS	Enrick Greg C. Castillo
6	Gamay II	Dao ES	Ofelia G. Borinaga
7	Laoang I	Calomotan ES	Arlene A. Tagaban
8	Laoang I	Laoang I CS	Eden O. Lagrimas
9	Laoang I	Laoang I CS	Honorina R. Baluya
10	Laoang I	Laoang NTHS	Gladys G. Lagrimas
11	Laoang I	Laoang NTHS	Marilou T. Pinca
12	Laoang I	Laoang NTHS	Semeon G. Acedera
13	Laoang I	Vigo NHS	Marieta M. Poblete
14	Laoang II	Laoang NHS	Annalyn D. Florano
15	Laoang II	Laoang NHS	Martin S. Adora
16	Laoang II	P.M. Geta Memorial ES	Jesusan G. Tulipas
17	Laoang II	P.M. Geta Memorial ES	Karen A. Obieta
18	Laoang II	P.M. Geta Memorial ES	Maria May C. Froilan
19	Laoang II	P.M. Geta Memorial ES	Marlyn E. Estigoy
20	Laoang II	P.M. Geta Memorial ES	Rosela V. Mendoza
21	Laoang III	Bobolosan ES	Erwin P. Acebuche
22	Laoang III	Bobolosan ES	Jackielou Melanie L. Castro
23	Laoang III	Junction ES	Edna P. Sanchez
24	Laoang III	Lawaan ES	Edwin D. Roncales
25	Laoang III	Rawis CS	Irene L. Iruma
26	Laoang III	Rawis NHS	Cenita D. Giray
27	Laoang III	Rawis NHS	Maria Melinda D. Adora
28	Laoang IV	Batag NHS	May Jennifer E. Sidro
29	Laoang IV	Cabadiangan ES	Maribel D. Magdao
30	Laoang IV	Napotiocan ES	Rosalyn D. Ballado
31	Laoang IV	Tan-awan ES	Judith A. Irinco
32	Lapinig	Lapinig CS	Hazel E. Porton
33	Lapinig	Lapinig CS	Liza P. Cabarles
34	Lapinig	Lapinig CS	Nida L. Oliva
35	Lapinig	Lapinig CS	Nimfa P. Balibol
36	Lapinig	Lorenzo S. Menzon AIS	Michelle M. Dulfo
37	Lapinig	Potong ES	Ma. Leonever d. Vestra
38	Lapinig	Potong NHS	Pilita E. Parras

Batch 2 Class A December 6-9, 2025			
No	District	School	Name
39	Las Navas I	Dapdap ES	Denny P. Odosis
40	Las Navas I	Las Navas I CS	Aira Luz L. Hiramia
41	Las Navas I	Las Navas I CS	Luz C. Tan
42	Las Navas I	Las Navas NHS	Evangeline N. Calvo
43	Las Navas I	Las Navas NHS	Norlen D. Pretencio
44	Las Navas I	Las Navas NHS	Renalyn C. Gutaba
45	Las Navas I	Rebong ES	Imie U. Olchondra
46	Las Navas I	San Fernando ES	Gina B. Empalmado
47	Las Navas II	Las Navas II CS	Ma.Gay A. Movella
48	Las Navas II	Magsaysay ES	April P. Porton
49	Las Navas II	Magsaysay ES	Mae Cherry Ann T. Lipata
50	Las Navas II	San Francisco ES	Grace B. Gudgad
51	Las Navas II	San Isidro NHS	Teotulio S. Pascual Jr.
52	Las Navas II	San Jorge ES	Melanie M. Formaran
53	Las Navas II	San Miguel NHS	Joey P. Admana

Batch 2 Class B December 6-9, 2025			
No	District	School	Name
1	Catarman IV	Cawayan IS (Secondary)	Salvacion M. Broniola
2	Catarman V	Cervantes ES	Cheryll M. Tentativa
3	Catarman V	Cervantes ES	Rowena S. Sagonoy
4	Catarman V	New Rizal ES	Jose O. Atencio
5	Catarman V	Rosario Lim Uy NHS	Cicell Francis C. Ajel
6	Las Navas III	Bugtosan ES	Michelle B. Poldo
7	Las Navas III	Bukid ES	Daisy Dominica R. Monares
8	Las Navas III	Lonoy ES	Maricel B. De Guzman
9	Las Navas III	Lourdes ES	Jenny P. Banderado
10	Las Navas III	Poponton NHS	Crezelle F. Jaramilla
11	Las Navas III	Roxas ES	Mary Rose D. Obiado
12	Las Navas III	Taylor NHS	Cherry P. King
13	Lavezares I	Basilio B. Chan MAIS	Florita B. Adto
14	Lavezares I	Basilio B. Chan MAIS	Glecy C. Agus
15	Lavezares I	Basilio B. Chan MAIS	Welyn R. Rosadiño
16	Lavezares I	Lavezares CES	Lyn M. Donoga
17	Lavezares I	Libertad ES	Cecille A. Emano
18	Lavezares I	Macarthur ES	Nora T. Flores

Batch 2 Class B December 6-9, 2025			
No	District	School	Name
19	Lavezares I	MacArthur II PS	Maria Milagrosa G. Isanan
20	Lavezares I	San Miguel ES	Raquel C. Cui
21	Lavezares II	Barobaybay ES	Alma O. Eulin
22	Lavezares II	Barobaybay ES	Reynalda A. Palce
23	Lavezares II	Kaluy-ahan ES	Victoria Y. Autor
24	Lavezares II	Libas ES	Enrique A. Sabordo
25	Lavezares II	Libas ES	Marivel B. Cabahug
26	Lavezares II	Libas ES	Samuel G. Porlage
27	Lavezares II	Urdaneta CES	Ilyn T. Caliste
28	Lavezares II	Urdaneta CES	Marilyn L. Abalon
29	Lope De Vega	Bonifacio ES	Manilyn M. Arnio
30	Lope De Vega	Lope De Vega NHS	Analiza T. Calaoagan
31	Lope De Vega	Osmeña ES	Ruby Marie G. Deluta
32	Mapanas	Burgos ES	Myla A. Brecio
33	Mapanas	Mapanas AIHS	Jay O. Acquiast
34	Mapanas	Mapanas AIHS	Maria M. Catarinin
35	Mapanas	Mapanas CS	Corazon M. Sola
36	Mapanas	Mapanas CS	Edchel B. Dumelod
37	Mapanas	Mapanas CS	Noemi C. Valenzuela
38	Mapanas	Siljagon NHS	Jasmin J. Pajares
39	Mapanas	Sta. Potenciana ES	Diza T. Tenedero
40	Mondragon I	Imelda ES	Paz C. Rongcales
41	Mondragon I	Leonardo M. Amigo HS	Amelita B. Uy
42	Mondragon I	Leonardo M. Amigo HS	Angelita C. Divina
43	Mondragon I	Leonardo M. Amigo HS	Olga I. Villadolid
44	Mondragon I	Makiwalo ES	Evelyn D. Lasalita
45	Mondragon I	Mondragon I CS	Elena E. Montes
46	Mondragon I	Mondragon I CS	Sheila M. Gimena
47	Mondragon II	Cablangan ES	Ma. Gracia M. Candelario
48	Mondragon II	Nenita CS	Analiza E. De Guia
49	Mondragon II	Nenita CS	Edna P. Dolorzo
50	Mondragon II	Nenita CS	Madelyn L. Lobos
51	Mondragon II	Nenita NHS	Irene C. Ocampo
52	Mondragon II	Nenita NHS	Lena D. Dioso

Batch 3 Class A December 14-17, 2025			
No	District	School	Name
1	Bobon	Bobon SPC	Evelyn J. Virtudes
2	Mondragon III	Bagasbas ES	Ma. Fe A. Delos Reyes
3	Mondragon III	Bugko ES	Donna D. Surio
4	Mondragon III	Bugko ES	Flory T. Cagorong
5	Mondragon III	Francisca Dominice NHS	Juan C. Pangandoyon
6	Mondragon III	Mondragon AIHS	Analyn C. Palacio
7	Mondragon III	Roxas ES	Jessie O. Briva
8	Palapag I	Cabatuan NHS	Cherie P. Tendoy
9	Palapag I	Mapno ES	Violeta A. Gorembalem
10	Palapag I	Palapag CS	Anna Fe P. Ergo
11	Palapag I	Palapag CS	Anselma T. Legion
12	Palapag I	Palapag CS	Mae Celeste I. Remedillo
13	Palapag I	Palapag CS	Shyr Amee M. Minguez
14	Palapag I	Sumoroy AIS	Carla C. Lagrimas
15	Palapag I	Sumoroy AIS	Maribel D. Olchondra
16	Palapag III	Capacujan ES	Ariel A. Sales
17	Palapag III	Capacujan ES	Rubylyn C. Barsolaso
18	Palapag III	Capacujan NHS	Evelyn G. Moslares
19	Palapag III	Capacujan NHS	Rosario B. Bello
20	Palapag III	Sangay ES	Judy Rose C. Ano
21	Palapag III	Sangay ES	Natalie G. Infante
22	Palapag III	Sangay ES	Riza A. Calvo
23	Pambujan I	Pambujan 1 CS	Augusto T. Siervo
24	Pambujan I	Pambujan 1 CS	Ivy Lynn G. Tan
25	Pambujan I	Pambujan 1 CS	Josefina L. Adora
26	Pambujan I	Pambujan 1 CS	Leah D. Socorro
27	Pambujan I	Pambujan 1 CS	Melanie E. Parido
28	Pambujan I	Pambujan NHS	Dina S. Balanqu
29	Pambujan I	Pambujan NHS	Estella S. Lobos
30	Pambujan I	Pambujan NHS	Isabel S. Adena
31	Pambujan I	Pambujan NHS	Lily M. Atencio
32	Pambujan II	Barangay Uno ES	Edgar O. Recare
33	Pambujan II	Barangay Uno ES	Erwin M. Siervo
34	Pambujan II	Camparanga ES	Peter O. Goyena
35	Pambujan II	Pambujan II CS	Monaliza T. Romines
36	Pambujan II	San Roque-Pambujan VHS	Marina L. Esquillo
37	Pambujan II	San Roque-Pambujan VHS	Nolly S. Nacis
38	Pambujan II	Tula ES	Omar S. Tenedero

Batch 3 Class A December 14-17, 2025			
No	District	School	Name
39	Rosario	Buenavista ES	Florentina T. Egang
40	Rosario	Buenavista NHS	Mary Joy O. Jaldo
41	Rosario	Rosario CS	Rudora F. Castillo
42	Rosario	Rosario CS	Vanessa D. Pestaño
43	Rosario	Rosario NHS	Hazel B. Bido,
44	Rosario	Salhag ES	Maria Luz C. Tingzon
45	Rosario	Salhag ES	Zenaida D. Alcera
46	Victoria	Buenos Aires ES	Elma B. Ombrog
47	Victoria	Colab-og ES	Bernardina C. Subiaga
48	Victoria	Erenas ES	Emelita P. Barcenas
49	Victoria	Erenas ES	Susan C. Adona
50	Victoria	Victoria CS	Annalie O. Sison
51	Victoria	Victoria CS	Lito G. Magdaraog
52	Victoria	Victoria NHS	Jackilyn C. Ramos
53	Victoria	Victoria NHS	Jennifer B. Figura
54	Victoria	Victoria NHS	Rebecca B. Collamar

Batch 3 Class B December 14-17, 2025			
No	District	School	Name
1	Palapag II	Campedico ES	Daniel T. Orsua
2	Palapag II	Dona Pomposa C. Gorgona ES	Sandra M. Villar
3	Palapag II	Jangtud IS	Jennica A. Caparroso
4	Palapag II	Jangtud IS	Marina L. Corocoto
5	Palapag II	Manajao ES	Lynne G. Ero
6	Palapag II	Monbon ES	Rosita M. Julianes
7	Palapag II	Pangpang IS	Cristina D. Loberio
8	Palapag II	Pangpang IS	Rhea Lyn M. Barojabo
9	Palapag II	Tinampo ES	Maricil P. Batula
10	San Antonio	Pilar ES	Alma T. Fernando
11	San Antonio	San Antonio AVS	Arlene B. Hatton
12	San Antonio	San Antonio AVS	Susita G. Gamos
13	San Antonio	San Antonio IS	Carmencita B. Noynay
14	San Antonio	San Antonio IS	Ronette D. Esquilon
15	San Isidro I	Buenavista ES	Aileen A. Generalao
16	San Isidro I	Buenavista ES	Maribel G. Aleganza
17	San Isidro I	San Isidro AIHS	Lito C. Ela

Batch 3 Class B December 14-17, 2025			
No	District	School	Name
18	San Isidro I	San Isidro CES	Generosa C. Ilano
19	San Isidro I	San Isidro CES	Haydee R. Carpon
20	San Isidro I	San Isidro CES	Luz G. Esteria
21	San Isidro I	San Isidro NHS	Myra S. Suitsos
22	San Isidro II	Alegria ES	Jocelyn A. Pujida
23	San Isidro II	Alegria NHS	Reynaldo P. Empuesto
24	San Isidro II	Mabuhay ES	Nimfa T. Sanda
25	San Isidro II	Palanit ES	Rosalida A. Cabacang
26	San Isidro II	Salvacion ES	Margery P. Olojan
27	San Isidro II	Veriato NHS	Bernard B. Ballea
28	San Jose	Aguadahan ES	Zeta M. Pernito
29	San Jose	Geratag ES	Cindy C. Catalan
30	San Jose	P. Tingzon ES	Roliza A. Senobio
31	San Jose	San Jose CS	Evangeline C. Pedrerera
32	San Jose	San Jose THS	Ma. Cristina J. Anaviso
33	San Jose	San Jose THS	Nilo S. Añonuevo
34	San Roque	Bantayan ES	Argie L. Ty
35	San Roque	Bantayan ES	Rumma C. Bere
36	San Roque	Bantayan NHS	Camilo M. Caparal
37	San Roque	Dale ES	Nemia S. Lagrimas
38	San Roque	Don Juan F. Avalon NHS	Geraldine T. Estremera
39	San Roque	Don Juan F. Avalon NHS	Malyn M. Lim
40	San Roque	Don Juan F. Avalon NHS	Ryan Paul A. Siervo
41	San Roque	Pagsang-an ES	Ma. Letecia Rose N. Ochondra
42	San Roque	San Roque CS	Solly T. Luta
43	San Vicente	Mongolbongol NHS	Hannah T. Monares
44	San Vicente	Mongolbongol NHS	Renelit T. Ibañez
45	San Vicente	San Vicente CS	Joannie T. Gasid
46	San Vicente	San Vicente SF	Emma P. Olitan
47	San Vicente	Sila ES	Arly M. Albueria
48	Silvino Lubos	Cababayogan ES	Ezmirchil B. Aguilando
49	Silvino Lubos	Ginagasan ES	Myrna Manuzon
50	Silvino Lubos	Silvino Lubos CS	Cherryl J. Sagonoy
51	Silvino Lubos	Silvino Lubos CS	Vilma J. Pamplona
52	Silvino Lubos	Silvino Lubos VHS	Chando S. Pialago
53	Silvino Lubos	Silvino Lubos VHS	Jerlyn C. Loyogoy

Annex B**INDICATIVE TRAINING MATRIX****STRATEGIC LEARNING ACTION CELL (LAC) MANAGEMENT TRAINING PROGRAM FOR MASTER TEACHERS****Batch 1: November 30-December 3, 2025****Batch 2: December 6-9, 2025****Batch 3: December 14-17, 2025**

Time	Day 1 Batch 1: Nov 30 Batch 2: Dec 6 Batch 3: Dec 14	Day 2 Batch 1: Dec 1 Batch 2: Dec 7 Batch 3: Dec 15	Day 3 Batch 1: Dec 2 Batch 2: Dec 8 Batch 3: Dec 16	Day 4 Batch 1: Dec 3 Batch 2: Dec 9 Batch 3: Dec 17
7:00-8:00		MOL	MOL	MOL
8:00-9:00		Session 2: The LAC Structure (2 hrs/8:00-10:00 AM) <i>Myra Bato</i> <i>Crisanto Siervo</i>	Continuation... Workshop: LAC Implementation Plan (1 hr) <i>Rosalyn Sosing</i> <i>Randy Canales</i>	Session 9: Accrediting LAC Activities for CPD Units (1 hr 30 minutes/8:00-9:30 AM) <i>Michael Jay Morales</i> <i>Pepito E. Saldo Jr.</i>
9:00-10:00			Session 6: Implementing the LAC Plan (3 hrs) <i>Nelida Lobos</i> <i>Dionesia Mercader</i>	
				Session 10: Facing the Forces (1 hr/9:30-10:30 AM) HRDS

	Day 1	Day 2	Day 3	Day 4
Time	Batch 1: Nov 30 Batch 2: Dec 6 Batch 3: Dec 14	Batch 1: Dec 1 Batch 2: Dec 7 Batch 3: Dec 15	Batch 1: Dec 2 Batch 2: Dec 8 Batch 3: Dec 16	Batch 1: Dec 3 Batch 2: Dec 9 Batch 3: Dec 17
10:00-11:00		Session 3: The Role of LAC in addressing the needs of the school and teachers with workshop (2 hrs/10:00 AM-12:00 NN) Mary Ann Rosadino Milaflor Cabacang		Session 11: Workplace Application Plan (30 min/10:30-11:00 AM) HRDS
11:00-12:00				Closing Progrm
BREAK				
1:00-2:00	Arrival/ Registration	Session 4: Establishing LAC Culture and Norms (2 hrs/1:00-3:00 PM) Momar Alcantara Geraldine Rejuso	Session 7: Monitoring and Evaluating LAC Activities (2 hrs) Analyn Calaque Rhodora Borja	
2:00-3:00	Opening Program			
3:00-4:00	Session 1: Overview of Learning Action Cell (LAC) (2 hrs) Sylvia Villanueva Julien Tiza Madronio	Session 5: Setting Up LAC Implementation Plan with workshop (2 hrs) Rosalyn Sosing Randy Canales	Session 8: Evaluating School PLC Practice (2 hrs) Eufemio Adarayan Ariel Valila	

Time	Day 1	Day 2	Day 3	Day 4
	Batch 1: Nov 30 Batch 2: Dec 6 Batch 3: Dec 14	Batch 1: Dec 1 Batch 2: Dec 7 Batch 3: Dec 15	Batch 1: Dec 2 Batch 2: Dec 8 Batch 3: Dec 16	Batch 1: Dec 3 Batch 2: Dec 9 Batch 3: Dec 17
4:00-5:00				

Annex C**PROGRAM MANAGEMENT TEAM**

NAME OF PERSONNEL	OFFICE / UNIT	ROLE	TERMS OF REFERENCE
GAUDENCIO C. ALJIBE JR., PhD, CESO VI	OSDS	Overall Lead	Oversees the implementation of the entire program.
REY F. BULAWAN, EdD	OSDS	Assistant Overall Lead	Assists the Schools Division Superintendent in providing overall direction and supervision in the conduct of the program.
SYLVIA D. VILLANUEVA	CID	Learning Manager	Ensures that the program is carried out based on the detailed design in collaboration with the resource persons/ subject-matter experts.
NOE M. HERMOSILLA ELNA D. ENANO	SGOD	Program Manager	- Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards. - Oversees the implementation of the entire program. - Organizes and supervises the PMT to ensure that all processes are carried out and outputs delivered according to standards. - Orients the PMT and the resource persons/ subject-matter experts on their terms of reference and the details of the program design. - Leads in conducting debriefing with the PMT and resource speakers/ subject-matter experts. - Prepares the CPD documents for submission to the PRC through the NEAP-R. - Leads in crafting the Program Completion Report. - Prepares and sends a communication to participants' supervisors regarding program completion and the importance of implementing the Workplace Application Plan.
MR. PETER R. BOBILES MR. PEPITO E. SALDO JR. JOCELYN I. ACEBUCHE APRIL BALLICUD TEMOTHY CLUTARIO WILKINS WONG	HRDS/ Planning	Logistics Officer & Documenter	- Ensures the quality, adequacy, and availability of facilities, equipment, supplies and materials, vehicles, and other resources to support the successful implementation of the program. - Leads ocular inspection of venues to ensure adherence to standards and specifications. - Checks that session rooms are always ready for use and conducive to learning. - Attends to registration needs of learners.

NAME OF PERSONNEL	OFFICE / UNIT	ROLE	TERMS OF REFERENCE
			- Ensures that learners fill up attendance sheets every day. - Prepares directory of participants based on registration forms. - Assists in the distribution of learning materials and supplies. - Assists in posting and collection of session outputs. - Compiles session documents and learning resource materials. - Documents the proceedings of the learning sessions using the prescribed documentation template. - Takes photos of the different parts of the program delivery.
MERLITA B. FAJARDO REYNEL M. IGNACIO	M&E M&E	M&E Manager M&E Asst. Manager	- Prepares Post-Program Delivery M and E Report and submits to PM for inclusion in the Program Completion Report. - Prepares and implements the Monitoring and Evaluation Plan in collaboration with the PMT. - Assists the Program Manager in accomplishing the Program Delivery Readiness Checklist. - Applies process observation and prescribed tools to monitor and evaluate program delivery. - Administers and analyzes the results of Level 1 evaluation which is to be presented during debriefing. - Assists the Learning Manager in administering and analyzing the results of Level 2 evaluation. - Prepares Post-Program Delivery M and E Report and submits to PM for inclusion in the Program Completion Report.
School Health Section - PRECY M. EREÑO - WEVINA P. VICENCIO - EMMA C. GAPOL - GLADYS PHINE T. CAIMOY - CARMELA INDINO - VENJENETTE LUGO	SGOD	Welfare Officer	- Ensures that provisions for inclusion, safety, security, health, and wellness of learners, PMT, and resource persons are adequate and available at all times in the venue. - Attends to emerging inclusion, safety, security, health, and wellness concerns of participants, PMT, and resource speakers/ subject-matter experts (including incidents of social exclusion, sexual harassment, etc.).
Resource Speakers/Subject Matter Experts	Writer-Developer s of the Resource	Learning Facilitators	- Applies effective presentation and facilitation techniques in conducting assigned sessions. - Provides expert content input during learning sessions. - Applies effective presentation and facilitation techniques in conducting assigned sessions.

NAME OF PERSONNEL	OFFICE / UNIT	ROLE	TERMS OF REFERENCE
	Package for the CB		Provides expert content input during learning sessions.
ROLANDO P. LUCENECIO	OSDS	IT Officer	- Ensures the quality, adequacy, and availability of facilities and equipment to support the successful implementation of the program - Provides assistance with technology setup, troubleshooting, and ensuring all equipment functions properly.
Batch 1: - Class A: Alberto J. Cardenas Oliver S. Cascano - Class B: Nestor E. Gobrin Maria Carmella L. Olchondra Batch 2: - Class A: Michael P. Tepace Ronnie P. Sister - Class B: Deo F. Porton Jerald O. Yamogan Batch 3: - Class A: Angelica M. Albio Melanio A. Basierto Jr. - Class B: Helen D. Diomangay Alan P. Sister	Schools	Class Managers	- Facilitates the day-to-day management of their assigned class throughout the duration of the training. - Ensures that all participants are informed of the daily schedule, venue arrangements, and session requirements. - Monitors attendance and participation of assigned class members and promptly reports absences or concerns to the Secretariat. - Coordinates with the Logistics Officer and Welfare Officer on participants' needs related to accommodation, materials, and welfare. - Provides guidance and support to participants to maintain order, engagement, and positive learning environment. - Assists in distributing and collecting learning materials, evaluation tools, and session outputs. - Consolidates class feedback and submits a summary report to the Program Manager during debriefing. - Ensures that participants complete post-session evaluations and Workplace Application Plans. - Upholds professional conduct and promotes a collaborative and inclusive learning atmosphere.