



Republic of the Philippines
Department of Education
REGION VI – WESTERN VISAYAS
SCHOOLS DIVISION OF ESCALANTE CITY

DIVISION MEMORANDUM
No. 267, s. 2025



**DIVISION ROLLOUT TRAINING FOR TEACHERS AND SCHOOL LEADERS
ON THE LITERACY REMEDIATION PROGRAM (LRP)**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Division Education Program Supervisors
School Heads of the Target Schools
All others concerned

1. Relative to DepEd Memorandum No. 34, s. 2025 titled Supplemental Guidelines on the Implementation of the Literacy Remediation Program, this Office, through the Human Resource Development Section (HRDS) and Curriculum Implementation Division (CID) shall conduct the **Division Rollout Training for the teachers and school leaders on Literacy Remediation Program (LRP)** on **May 16-18, 2025. (Venue to be determined).**
2. The LRP aims to provide intensive and structured literacy intervention to Grade Three learners classified as Low Emerging Readers in English based on the End of the School Year (EOSY) 2024-2025 Comprehensive Rapid Literacy Assessment (CRLA). This will equip them with foundation skills necessary to successfully transition to Grade 4, where English is used as the primary medium of instruction.
3. Participants of this training are the identified Grade 3 English teachers and their school heads from schools recognized by the central office having Low Emerging Readers in English. See Enclosure No. 1 for the list of participants and Enclosure No. 2 for the Training Matrix.
4. The enclosed list of the participants for this activity serves as the Travel Order attending the training. This document authorizes and formalizes their participation and travel to the event.
5. Since the activity falls on the 30-day vacation of teachers, all teachers involved in the activity are entitled to Vacation Service credits (VSC) equivalent to the actual days of rendered service. The granting of VSC shall be in accordance with DepEd Order No. 13, s. 2024 titled Revised Guidelines on the Grant of Vacation Service Credits for Teachers" and DepEd Order No. 9, s. 2025 titled "Amendment to DepEd Order No. 9, s. 2024 (Implementing Guidelines on the School Calendar and Activities for the School Year 2024-2025)."



Barangay Hacienda Fe, Escalante City, Negros Occidental
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6. The first meal is dinner (Day 0-May 15,2025) and the last meal is PM snacks (May 18,2025.)
7. A pre-orientation conference will be conducted on **May 9, 2025, 8:00 am via MS Teams.**
8. Food and accommodation of the participants will be charged against the downloaded National Learning Camp budget allocation from the FY 2025 Current and Continuing Funds of the Basic Education Curriculum (Sub-ARO RO6-25-00953) while the travel and other incidental expenses will be charged to the Local funds subject to usual accounting and auditing rules and regulations.
9. It is understood that in the conduct of this activity there shall be no discrimination as to age, school, gender, civil status, disability, religion, or other similar factors/ personal circumstances that run counter to the principles of equal opportunity.
10. Immediate dissemination of this memorandum is desired.


PETER B. GALIMBA
OIC-Schools Division Superintendent

Enclosure : None
Reference : RM No. 410, s. 2025
Allotment : 1-2-3-6-7-8
To be indicated in the Perpetual Index of the following subjects:
TRAINING CURRICULUM LITERACY WORKSHOP
TABOTABO/ MAPA/CID 04/22/2025



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Enclosure No. 1 to Division Memorandum No. 267, s. 2025

SCHOOLS	TEACHERS	SCHOOL HEADS
1. Alimango	Julietta L. Creado	Evelyn S. Gamao
2. Don Esteban dela Rama ES	Lina C. Cabanero	Elvie G. Cepe
3. Escalante CES	Nelia B. Wayco	Glicerio C. Aligato
4. Hda. Fe ES	Jenevie S. Dalogdog	Ronnie H. Bayadog
5. Tamlang ES	Dilyn F. Pinongan	Abe L. Cabus
6. Teofilo Amante Sr. ES	Aisa S. Remegio	Gelsie B. Manzano
7. Washington ES	Edsyl Jane A. Pacquiao	Jimmy C. Cabag
8. Buenavista ES	Kyseen D. Ponsica	Elizabeth R. Aguire
9. Dian-ay ES	Analyn E. Tulo	Margie I. Cualbar
10. Langub ES	Kemeline A. Dumdum	Susana L. Lutero
11. Pinapugasan ES	Rheamae B. Pojas Genevieve L. Cartaciano	Warlito G. Eben
12. Laoyan Elementary School	Lynrose D. Lladoc	Cirilo A. Fuentes
13. Paitan IS	Antonia H. Tanguan	Floyd G. Cabus
14. Malasibog IS	Ana Marie C. Regodos	Anthony Jess O. Anonuevo

EXECOM/TRAINERS/ TWG Members:

1. Peter J. Galimba, OIC-SDS
2. Marites C. Capilitan, PhD, OIC-ASDS
3. Ivy Joy A. Torres, PhD, CID Chief
4. Ma. Theresa L. Tabotabo, PhD, EPS English
5. Perly M. Mapa, EPS Filipino
6. Anjeanette A. Calumpita, Principal II-EES
7. Jeisha L. Contiga, Teacher III -ECES
8. Antonio O. Rebutada, Education Program Specialist II HRDD
9. Jesah Jay B. Catanglan, SMME designate



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Enclosure No. 2 to Division Memorandum No. 261, s. 2025

Indicative Program of Activities for Teachers
LITERACY REMEDIATION PROGRAM TRAINING MATRIX

Time	(Day 0)	Day 1	Day 2	Day 3
8:00 a.m. – 8:30 a.m.	Arrival	Preliminaries	Preliminaries/ MOL	Preliminaries/ MOL
8:30 a.m. – 9:00 a.m.		Agenda Setting and Overview of the Remediation Program		Review of strategies in the Remediation Activity Sets (RAS)
9:00 a.m. – 9:30 a.m.		AM Break	Strategies for Automaticity and Strategic Reading	
9:30 a.m. - 9:45 a.m.		Session: Mind setting		With Return Demo from Participants
9:45 a.m. – 10:30 a.m.			Session: Core Messaging	
10:30 a.m. 11:00 a.m.		Break: Lunch	Break: Lunch	Break: Lunch
11:00 a.m. 11:30 a.m.				
11:30 a.m. – 12:00 pm		Walkthrough: Remediation Materials	Strategies for Automaticity and Strategic Reading	Planning and Next steps by School
12:00 pm. -12:30 p.m.				
12:30 p.m. -1:00 p.m.		Strategies for Strategic Reading	With Return Demo from Participants	Departure
1:00 p.m. – 1:30 p.m.				
1:30 p.m. – 2:00 p.m.				
2:00 p.m. – 2:30 p.m.				
2:30 p.m. – 3:00 p.m.				
2:30 p.m. – 3:00 p.m.				
3:00 p.m. – 3:30 p.m.				
3:30 p.m. – 4:00 p.m.				
4:00 p.m. – 4:30 p.m.				
4:30 p.m. – 5:00 p.m.				



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Indicative Program of Activities for School Heads
LITERACY REMEDIATION PROGRAM TRAINING MATRIX

Time	Session (May 11)
8:00 a.m. – 8:30 a.m.	Preliminaries
8:00 a.m. – 8:30 a.m.	Overview of the Remediation Program
8:30 a.m. – 9:00 a.m.	Understanding the CRLA Results Session: Mind Setting
9:00 a.m. – 9:30 a.m.	Session: Mind Breaking
9:30 a.m. – 9:45 a.m.	
9:45 a.m. – 10:30 a.m.	AM Break
10:30 a.m. – 11:00 a.m.	Profile of Learners in the Low Emerging Category Understanding the Teacher Perspective Instructional Supervision <ul style="list-style-type: none">Guiding PrinciplesQualities of a Good Instructional Leader
11:30 a.m. – 12:00 p.m.	
12:00 p.m. – 12:30 p.m.	Lunch Break
12:30 p.m. – 1:00 p.m.	
1:00 p.m. – 1:30 p.m.	Instructional Supervision <ul style="list-style-type: none">Coaching and MentoringThe Gift of Feedback
1:30 p.m. – 2:00 p.m.	
2:00 p.m. – 2:30 p.m.	System Support for LRP
2:30 p.m. – 3:00 p.m.	
2:30 p.m. – 3:00 p.m.	Operationalizing the Remediation Program <ul style="list-style-type: none">Core MessagesRoles and Responsibilities of Stakeholders
3:00 p.m. – 3:30 p.m.	
3:30 p.m. – 4:00 p.m.	Operationalizing the Remediation Program Roles and Responsibilities of Stakeholders
4:00 p.m. – 4:30 p.m.	
4:30 p.m. – 5:00 p.m.	



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