

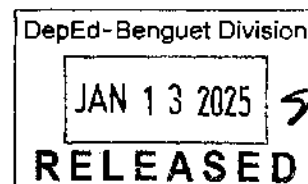


Republic of the Philippines
Department of Education
Cordillera Administrative Region
Schools Division of Benguet

09 Jan 2025

DIVISION MEMORANDUM

No. 12, S2025




TO: Office of the Schools Division Superintendent
Curriculum Implementation Division
School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

SUBJECT: INDUCTION PROGRAM FOR BEGINNING TEACHERS SY 2024-2025 - BATCH 1

1. The Division continues to deliver and support quality Basic Education for all through the conduct of the Induction Program for Beginning Teachers (IPBT), formerly known as the Teacher Induction Program (TIP) and regarded as one among the many flagship programs, projects, and activities in the department. This program provides systematic and comprehensive support system for beginning teachers to seamlessly immerse them in the teaching profession in the public school system.
2. With the provision of this program, this office enjoins all identified teachers (Enclosure 1) to participate in the Induction Program for Beginning Teachers SY 2024-2025 Batch 1 at Health 100 Ecolodge, Magsaysay, Baguio City, on January 15 to 17, 2025 from 7:30 AM to 5:00 PM.
3. This activity specifically aims to ensure that newly hired public teachers in the Department are well adept with the mandates, vision, mission, and goals of the Schools Division of Benguet – Department of Education; and are able to embark with confidence and passion on their newly identified roles and responsibilities in the classroom.
4. Participants are required to ensure that prior to their attendance in the training, all required activity sheets / worksheet, modules, and other learning resources / materials are readily available and properly endorsed to the identified co-teacher who will be handling his or her class on the duration of the training. In the event that no other teacher is available to take over the class of the participant, the school head shall take over.
5. Participants who have prior official business schedules on the identified dates and / or before the release of this memorandum must immediately inform the HRD section thru their PSDSs / PSDIs on or before January 13, 2025. Failure to do so, the identified participant/s who is/are not in attendance on the set dates must settle equivalent payment based on contract signed between the supplier.

6. This memorandum shall serve as Authority to Travel on Official Business of all identified participants, Program Management Team, and the Resource Speakers.
7. Meals and snacks shall be chargeable against 2024 HRTD fund, while traveling expenses shall be chargeable against local funds subject to the accounting and auditing rules and regulations.
8. Immediate dissemination of this memorandum is highly directed.



ESTELA P. LEON - CARIÑO EdD, CESO III
Regional Director and 
Concurrent Officer In-Charge
Office of the Schools Division Superintendent

SGOD/LBA/hrds/xdk

Enclosure 1:

**PARTICIPANTS TO THE INDUCTION PROGRAM FOR BEGINNING TEACHERS SY
2024-2025 - BATCH 1**

| NAME | SCHOOL | DISTRICT |
|------------------------------|---|-----------------|
| SHEENA MAE BUYAGAN SATOL | PASDONG E/S | ATOK |
| ADELINE D. PAYAGEN | MATSO-TOKIYAS PRIMARY SCHOOL | BUGUIAS |
| ALONA A. BASTIAN | KIMPIT ELEMENTARY SCHOOL | BUGUIAS |
| ANGELI BENAN DEGAN | KIBUNGAN NHS | KIBUNGAN |
| ANGELICA NITO DALILING | TUDING E/S | ITOGON 1 |
| ANIE BEA DANES CAMPA-TUMBAGA | KALIWAGA B/S | KAPANGAN |
| ARLEN G. DOLTEO | DORENCIO ELEMENTARY SCHOOL | TUBLAY |
| BERNADETTE M. ORIE | LAS-IGAN ELEMENTARY SCHOOL | MANKAYAN |
| BERNADETTE S. PUD-DONG | GUIOENG ELEMENTARY SCHOOL | BUGUIAS |
| BERWIN TARAY JACILDO | TABA-AO INTEGRATED SCHOOL | KAPANGAN |
| BETHSY A. ORTEZA | SINIPSIP NATIONAL HIGH SCHOOL | BUGUIAS |
| CHARMAINE T. SORIANO | MOGAO INTEGRATED SCHOOL | MANKAYAN |
| CRISTY S. BAUCAS | SAGANDOY INTEGRATED SCHOOL | BUGUIAS |
| CRITCHE B. WANDEN | FRANKLIN GUY HAIGHT NHS | ATOK |
| DAISY KIMBATOY WALITO | CAMP 6 ELEMENTARY SCHOOL | TUBA |
| DAISYLYN G. DORENCIO | DORENCIO ELEMENTARY SCHOOL | TUBLAY |
| DIONESIA B. PIAGA | DONTOGAN C. GATAWA IS | BUGUIAS |
| DOMILEL JOYCE S. NGUEPAN | TUBA CENTRAL NATIONAL HIGH SCHOOL | TUBA |
| DONAHLYN K. TAO-EY | SAGANDOY INTEGRATED SCHOOL | BUGUIAS |
| EDDIELYN PADACO KIWAL | TUBLAY SCHOOL OF HOME INDUSTRIES | TUBLAY |
| ELEONOR W. ACYAPAT | ORLANI-TELITEL ELEMENTARY SCHOOL | BUGUIAS |
| ESTHER BAO-IDANG ATAS | BANGSALAN-DAGANOS ES | BUGUIAS |
| FAITH BESTFRIEND S. CRUZ | LA TRINIDAD CENTRAL SCHOOL | LA TRINIDAD |
| FATIMA CARPIO GADOS | TUBLAY SCHOOL OF HOME INDUSTRIES | TUBLAY |
| FE S. LINGBANAN | CATLUBONG NATIONAL HIGH SCHOOL | BUGUIAS |
| FEVERLY B. DULNUAN | TINDO-BOSANIA ELEMENTARY SCHOOL | BUGUIAS |
| FHAYRE JHAY L. AMMAYAO | CATLUBONG NATIONAL HIGH SCHOOL | BUGUIAS |
| FILVER M. SEGUNDO | LOO NATIONAL HIGH SCHOOL | BUGUIAS |
| FLONELYN BALIW-AN CALABIAS | AMGALEYGUEY ELEMENTARY SCHOOL | BUGUIAS |
| FLORDELINE L. GACITA | COTCOT ELEMENTARY SCHOOL | MANKAYAN |
| FLORDELIZA DOCULAN AMOS | LENGAOAN-WAKING INTEGRATED SCHOOL | BUGUIAS |
| FLORIDA LENSING COSILI | | LA TRINIDAD |
| FRETCHY BETH M. ARTIAGA | TINDO-BOSANIA ELEMENTARY SCHOOL | BUGUIAS |
| FROILYN B. CADINGLA | MOGAO IS | MANKAYAN |
| GIGI G. PUYAO | KALIWAGA BARRIO SCHOOL | KAPANGAN |
| GIRLIE TABAFUNDA | VIRAC IS | ITOGON II |
| JADE SAGANDOY AGUIGUID | TUBLAY SCHOOL OF HOME INDUSTRIES | TUBLAY |
| JANE B. CARAMTO | PASBOL-BELINO ELEMENTARY SCHOOL | BUGUIAS |
| JANE GADDAN ALIGAN | ALNO NATIONAL HIGH SCHOOL | LA TRINIDAD |
| JANE POLANO CALANTAS | LENGAOAN-WAKING INTEGRATED SCHOOL | BUGUIAS |
| JANINE M. PA-AYAS | COTCOT ELEMENTARY SCHOOL | MANKAYAN |
| JANINE PUCAY TOPACIO | ALEJO M PACALSO MEMORIAL NATIONAL HIGH SCHOOL | ITOGON I |
| JAVIER A. GALAC | PUGUIS NATIONAL HIGH SCHOOL | LA TRINIDAD |
| JEANETH B. MONTES | MANGANESE INTEGRATED SCHOOL | ITOGON II |
| JELBES S. BAYAWA | LOO NATIONAL HIGH SCHOOL | BUGUIAS |

| | | |
|-------------------------|------------------------------|-------------|
| JENELYN BIGNO PABLO | LOACAN ELEMENTARY SCHOOL | ITOGON 1 |
| JENNIFER E. VICENTE | FRANKLIN GUY HAIGHT NHS | ATOK |
| JENNIFER P. PAKIPAC | ACUPAN ELEMENTARY SCHOOL | ITOGON II |
| JHONERVA TACLOY BENTRES | ALEJO M PACALSO MEMORIAL NHS | ITOGON 1 |
| JOHAYA M. BENITO | LAM-AYAN INTEGRATED SCHOOL | BUGUIAS |
| JOMAR D. PATIANG | ALNO NATIONAL HIGH SCHOOL | LA TRINIDAD |
| JONAFEL EMOC CATANES | TOCMO INTEGRATED SCHOOL | ITOGON 1 |
| JONINIE M. PUDOS | CABUGUIASAN-KIGANGAN ES | BUGUIAS |
| JOVELYN D. GAYNAT | FRANKLIN GUY HAIGHT NHS | ATOK |
| JOY B. CUYANGOAN | BEDBED NATIONAL HIGH SCHOOL | MANKAYAN |
| JULYN G. PABLO | CALAMAGAN ELEMENTARY SCHOOL | BUGUIAS |
| JUNIA M. DANGPAYAN | MOGAO IS | MANKAYAN |

RESOURCE SPEAKERS:

1. **LUCIO B. ALAWAS**
Chief Education Supervisor
School Governance and Operations Division
2. **RIZALYN A. GUZNIAN**
Chief Education Supervisor
Curriculum Implementation Division
3. **JARDSON S. ONIO**
Education Program Supervisor
4. **MERLYN CONCHITA DE GUZMAN**
Education Program Supervisor
5. **SHIALANE TACIO CABUTEN**
School Head
Kayapa NHS, Bakun District
6. **KYLENE GRAIL D. KINOMIS**
Senior Education Program Specialist
HRDS
7. **MAHAL M. RIFANI**
Administrative Officer V
8. **Personnel Section Staff (TBI)**
9. **JOVEN B. AGTANI**
Education Program Specialist 2

PROGRAM MANAGEMENT TEAM

1. **JUVY LANGPAWEN**
Administrative Officer II
2. **JONALYN GAYASO**
Administrative Officer II

INDUCTION PROGRAM FOR BEGINNING TEACHERS

SY 2024-2025 Batch 1

@ H100 Ecolodge Magsaysay Avenue, Baguio City
January 15-17, 2025

| SCHEDULE | TOPICS / ACTIVITIES | SPEAKERS / IN-CHARGE |
|---|---|--|
| January 15, 2025 7:30 AM – 8:00 AM | Registration / Attendance | Program Management Team |
| January 15, 2025 8:00 AM – 8:30 AM | Opening Program | Program Management Team |
| January 15, 2025 8:30 AM – 10:00 AM | DEPED VMVG | LUCIO B. ALAWAS Chief Education Supervisor School Governance and Operations Division |
| | DEPED Structure | |
| January 15, 2025 10:00 AM – 12:00 noon | Curriculum Implementation and delivery | RIZALYN A. GUZNIAN Chief Education Supervisor Curriculum Implementation Division |
| January 15, 2025 1:00 PM – 5:00 PM | Individual Performance Commitment and Review Form | JARDSON S. ONIO Education Program Supervisor |
| January 16, 2025 8:00 AM – 10:00 AM | Curriculum Programs, Projects, and Activities | RIZALYN A. GUZNIAN Chief Education Supervisor Curriculum Implementation Division OR Representative of CES-CID |
| January 16, 2025 10:00 AM – 12:00 noon | Lesson Planning | MERLYN CONCHITA DE GUZMAN Education Program Supervisor |
| January 16, 2025 1:00 PM – 3:00 PM | Teaching as a Profession and Passion | SHIAIANE TACIO CABUTEN School Head Kayapa NHS, Bakun District |
| January 16, 2025 3:00 PM – 5:00 PM | TIPS Coursebooks and M&E requirements | KYLENE GRAIL D. KINOMIS Senior Education Program Specialist HRDS |
| January 17, 2025 8:00 AM – 12:00 Noon | Admin Matters / Updates / Guidelines | MAHAL M. RIFANI Administrative Officer V and Company |
| January 17, 2025 1:00 PM – 3:00 PM | Socio-Emotional Wellbeing of Teachers | JOVEN B. AGTANI Education Program Specialist 2 |
| January 17, 2025 3:00 PM – 4:00 PM | Re-Entry Action Plan | KYLENE GRAIL D. KINOMIS Senior Education Program Specialist HRDS |
| January 17, 2025 4:00 PM – 5:00 PM | Open forum Closing Program | Program Management Team |