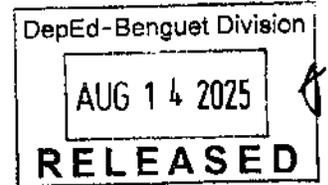




Republic of the Philippines
Department of Education
Schools Division of Benguet



13 August
2025

DIVISION MEMORANDUM

No. 346, s. 2025

**UPSKILLING OF GRADE 4 TEACHERS ON EARLY LANGUAGE, LITERACY AND
NUMERACY (ELLN) WITH FOCUS ON THE SCIENCE OF READING-BATCH 3**

To: Chief Education Supervisor-CID
Education Program Supervisors
Public Schools District Supervisors/In Charge
Elementary School Heads
Elementary Teachers
All Others Concerned

1. The Schools Division of Benguet through Curriculum Implementation Division (CID) shall conduct the Upskilling of Grade 4 Teachers on Early Language Literacy and Numeracy with focus on the Science of Reading on August 21, 22, and 23, 2025 at the SDO Adivay Hall.
2. The Activity aims to:
 - a. Capacitate grade 4 teachers on Early Language Literacy and Numeracy focusing on the Science of Reading;
 - b. promote and sustain a culture of reading in schools and even in the communities.
 - c. level reading materials; and
 - d. simulate teaching reading using the big six.
3. Attach with this Memorandum are the List of Participants and the Training Matrix found in enclosures 1 and 2 respectively.
4. Participants are Grade 4 reading teachers from different districts of the Division of Benguet.
4. Travel and other related expenses of the district participants shall be charged against local funds, subject to the usual auditing and accounting rules and regulations.
5. This memorandum shall also serve as Travel Authority on official business for all listed participants. Compensatory Time Off (CTO)/Service credits will be given to



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participants for their attendance on August 21 which is a Special Non-Working Holiday and August 23 which is a Saturday.

6. Immediate dissemination of and strict compliance with this memorandum is desired.

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

CID/ADM/ffp



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Enclosure 2 to DM 346

TRAINING MATRIX

TIME	DATE	TOPIC	TRAINER
8:00-8:15		Registration	Management of Learning
8:16-8:40		Opening Program	Management of Learning
8:41-9:00		Session 1 The Nature of Reading	Vocabulary Development
		Francis F. Peckley	Elvira Tubal
9:00-10:00		Session 2 The Science of Reading	
		Noel Winnan	
10:00-10:15		Health Break	Health Break
10:16-12:00		Oral Language Development	Reading Comprehension
		Delia Bandao	Aida A. Pe
12:01-1:00		Lunch Break	Lunch Break
1:01-3:00		Phonological Awareness	Phonics and Word recognition
		Christine Puguon	Feler Domyong
3:01-3:15		Health Break	Health Break
3:16-5:00		Fluency Leveling of Reading Materials	Simulation
		Lynden Olas	Jenny Claire Taluyo
Facilitators		Aida A. Pe	Lynden Olas
			Noel Winnan



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Enclosure 1 to DM 346

LIST OF PARTICIPANTS

	Name	School/District		Name	School/District
1	ERZIE JIM M. TAYABAN	Celo Haight ES	36	ALMA L. DAYSO	Polis BS
2	AGATHA L. CATO	Calasipan ES	37	JENNIFER D. BASTINO	Saddle ES
3	CRISTINA T. MAGCIANO	Oyusan PS	38	JOCELYN L. ROSIMO-	La Trinidad Central School
4	THERESE O. CAWAYAN	Cagui-ing IS	39	LORIZA M. ELWAS-	Bailli ES
5	JASSEL B. OSTING	Labinio Acquisio ES	40	DOLORES A. TICOL-	Buyagan ES
6	MENTE JR. P. GABRIEL	Nagawa ES	41	MICHELLE O. GADATE-	Puguis ES
7	JUNALYN D. ARITAO	Alicay Segundo ES	42	CHARLIE B. CADAP-	Lubas ES
8	YELLEN D. SABIANO	Tingbaoen Galisen ES	43	JACQUILINE NGASEO-	Bailli ES
9	LUZ A. MANUEL	Pilpiok ES	44	RUBY ANN PACIO-	Palatong ES
10	CATHERINE V. QUINSIMAN,	Galsa ES	45	EVANGELINE CHANGRAPEN-	Lepanto ES
11	GERARDO E. SAGUID,	Bila ES	46	MARIA ROSARION D.	Coplas-Bato PS
12	REDILYN O. TUAN,	Wakal ES	47	SHIRLEY S. DADECAO-	Guinaoang ES
13	EMILY P. MAYON,	Abatan ES	48	MARY JEAN A. TWINGAN -	Michael G. Angel ES
14	MELANIE D. BALATIN,	Loo ES	49	WILFRED G. BUSLAY -	Palali ES
15	CLARISSA C. MAGAN,	Alapang ES	50	CARLYN M. BACASEN	Sablan Central school
16	JULIE P. CARIO	Bangao-Moreno ES	51	NEOLORA E. AGCOPRA	Mating Mangosan ES
17	NOVELITA A. MANNO	Bacasen-Wakit ES	52	ANNALIZA S. SAINGAN	Tuba Central School
18	MELBA B. DUMAWANG		53	VERONICA S. BENITO	, Ligay ES
19	JEANIVY D. MILO	Loacan ES	54	FLORDELYN C. VENTURA	Gilbert Semon ES
20	FRANLIZA L. NISPEROS,	Gumatdang IS	55	RHUXAN B. PUYAO,	Miguel Palispis IS
21	JANET D. LASATEN	Tuding ES	56	JUVILYN SALBINO	San Pascual ES



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22	RUTH S. QUIRIMIT	Balatoc ES	57	MELVA T. CALIXTO,	Pontino ES
23	JEANETTE A. COMPALAS	Ampucao ES	58	SHERYL T. TOMALI,	Ciriaco Magno ES
24	REGINA C. EBANIO	Virac IS	59	ARITES CAYSO,	Basil ES
25	THERESE D. CARANTES,	Itogon Central School	60	HAZEL C. VELASCO,	Palew ES
26	NIKKI JAY D. MARTIN	Lebeng Elementary School	61	DELIA BANDAO	Mankayan
27	KSHARODA O. DECORAN	James Calabias ES	62	AIDA A. PE	Kibungan CS
28	BERTHA A ANTONIO	Ballay I S	63	JOYCE COILAN	Longlong ES
29	CLAUDETTE A. DICLAS	Bio B. Modol ES	64	JENNY CLAIRE TALUYO	Buyagan ES
30	MARITES D. SANTIAGO	Ubod ES	65	NOEL WINNAN	Kapangan
31	REBICA E. CUYOB	Sagubo ES	66	FELER DOMYONG	Taneg ES, Mankayan
32	LARSEN L. LUIS	Balakbak ES	67	LYNDEN OLAS	Bokod
33	MARGIE BESIC	Taba-ao IS	68	CHRISTINE PUGUON	Loacan ES
34	JESSIE S. LOPEZ -	Batangan ES	69	ELVIRA TUBAL	Baguio Gold ES
35	JULIE S. LICUDAN -	Sapdaan PS	70	FRANCIS F. PECKLEY	CID/Inspectorate



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