



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OF SCIENCE CITY OF MUÑOZ

January 28, 2025

SCHOOLS DIVISION MEMORANDUM

No. 039, s. 2025

**COORDINATION MEETING FOR THE CONDUCT OF DCP ADOPTION
CAPACITY BUILDING FOR TEACHERS OF DCP RECIPIENT SCHOOLS**

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
All Public Elementary and Secondary Schoolheads
All Others Concerned

1. This Office informs all concerned on the conduct of coordination meeting for the conduct of DCP Adoption Capacity Building for Teachers of DCP Recipient Schools on January 30, 2025, 2:00 pm, at SGOD Office.
2. This activity aims to:
 - a. detail the tasks and assignments of the Program Management Team, Technical Working Group, and members of the different Committees.
 - b. define the expectations of all concerned.
 - c. discuss other important matters in relation to the conduct of the three-day capacity building to be held on February 26, 27, and 28, 2025 at the SDO Teachers' Hall.
3. The list of participants in this coordination meeting is hereto attached as enclosure No. 1
4. The Schoolheads concerned shall ensure that the identified teachers participating in the capacity building shall have relievers to handle their classes to avoid disruption of classes and any untoward incidents.
5. This Memorandum shall serve as the Travel Authority of all concerned



Address: Brgy. Rizal, Science City of Muñoz, 3119

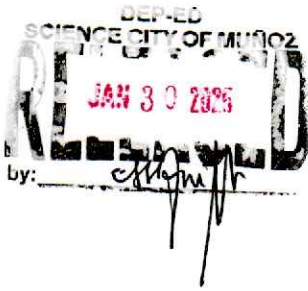
Telephone No.: (044) 806-2192; Email Address: munozscience.city@deped.gov.ph



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6. Immediate and wide dissemination of this Memorandum is earnestly desired.

JOHANNA N. GERVACIO PhD, CESO V
Schools Division Superintendent



Encl : None
Reference : None

To be indicated in the Perpetual Index
Under the following subjects:

COORDINATION MEETING DCP ADOPTION CAPACITY BUILDING FOR TEACHERS

JMT/ICTU/COORDINATION MEETING DCP ADOPTION CAPACITY BUILDING FOR TEACHERS
01.28.2025



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Enclosure No. 1 to Schools Division Memorandum No. 039, s. 2025

LIST OF PARTICIPANTS

PROGRAM MANAGEMENT TEAM

Johanna N. Gervacio PhD, CESO V	Schools Division Superintendent
Ronilo E. Hilario CESO VI	Assistant Schools Division Superintendent
Johann M. Tabing	Information Technology Officer I
Winnie W. Poli	Education Program Supervisor
Cyril S. Talusan	Senior Education Program Specialist
Jordan T. Nicodemus	Principal II
Marianne C. Coronel MD	Medical Officer III
Dominador M. Orpilla	School Principal II
Michael A. Castaneda	Head Teacher III

MONITORING AND EVALUATION

Lamberto P. Corpuz	Senior Education Program Specialist
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TECHNICAL WORKING GROUP

Alvin B. Ramirez	Administrative Officer II
James Patrick S. Barias	Education Program Specialist II
Joel G. Dizon	Education Program Specialist II
Ma. Mercedes M. Cruz	Librarian II
Jessica L. Sapitan	Administrative Officer II