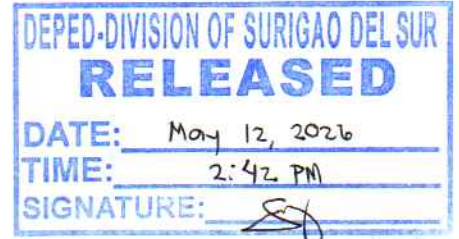




Republic of the Philippines
Department of Education
 Caraga Region

SCHOOLS DIVISION OF SURIGAO DEL SUR



DIVISION MEMORANDUM
 No. 168 , s. 2026

To: Public Schools District Supervisors/ District In-Charge
 Elementary School Heads
 Kindergarten Teachers Concerned
 All Others Concerned

**TRAINING ON THE MANAGEMENT OF ASSESSMENT TOOLS FOR
 KINDERGARTEN KEY IMPLEMENTERS AND THE DEVELOPMENT OF SETS OF
 LITERACY AND NUMERACY KITS**

1. Pursuant to Republic Act No. 10157 otherwise known as the Kindergarten Education Act, DepEd Order No. 47, s. 2016 titled Kindergarten Curriculum Guide, and DepEd Order No. 12, s. 2015 titled Kindergarten Teacher’s Guide on Assessment, this Office announces the conduct of the Training on the Management of Assessment Tools for Kindergarten Key Implementers and the Development of Sets of Literacy and Numeracy Kits on May 20–21, 2026 at Shacene KTV, Tandag City.
2. The activity aims to strengthen the competencies of kindergarten teachers, school heads, and key implementers in the administration, management, interpretation, and utilization of assessment tools and Literacy and Numeracy Kits to support learner development and improve early literacy and numeracy outcomes.
3. Specifically, the training aims to:
 - a. strengthen assessment literacy among kindergarten teachers and key implementers;
 - b. enhance competencies in the proper utilization, safekeeping, and management of Literacy and Numeracy Kits;
 - c. capacitate participants in using assessment results for instructional planning and interventions; and
 - d. develop additional sets of literacy and numeracy kits responsive to learners’ developmental needs.
4. The activity shall adopt a live-in face-to-face training modality. Participants are expected to observe professionalism, punctuality, and active participation throughout the conduct of the activity.
5. A Virtual Pre-Work Conference for all facilitators, learning managers, resource speakers, and Program Management Team (PMT) members shall be conducted on May 12, 2026 at 2:00 PM via online platform. Meeting details and links shall be shared separately through official communication channels.



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6. Provision of meals, snacks, and accommodation for all participants, facilitators, resource speakers, and members of the Program Management Team (PMT) during the conduct of the activity shall be charged against **the Program Support Funds downloaded to the Division Office**, while transportation expenses and other incidental expenses incurred by participants relative to their attendance to the activity shall be charged against local funds, school funds, or other available sources, subject to the usual government accounting and auditing rules and regulations. The details of the provision of meals, snacks, and accommodation are reflected in Enclosure No. 1 of this Memorandum.
8. Participants are advised to bring laptops, extension wires, and other necessary materials needed during workshop sessions and kit development activities.
9. Immediate dissemination of this Memorandum is desired for the information, guidance, and compliance of all concerned.


LORENZO O. MACASOCOL, PhD, CESO V
Schools Division Superintendent

Encl.: Enclosure No. 1 – Provision of Meals, Snacks, and Accommodation
Enclosure No. 2 – List of Participants

Reference: None

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

KINDERGARTEN ASSESSMENT LITERACY NUMERACY

CID/reap
05/11/2026



Republic of the Philippines
Department of Education
Caraga Region
SCHOOLS DIVISION OF SURIGAO DEL SUR

Enclosure No. 1 to Division Memorandum No. ___, s. 2026

A. Provision of Meals, Snacks, and Accommodation

Provision	May 20, 2026	May 21, 2026
Breakfast	✓	✓
AM Snack	✓	✓
Lunch	✓	✓
PM Snack	✓	✓
Dinner	✓	
Accommodation	✓	

B. List of Participants

LIST OF PARTICIPANTS

Name	Sex	Position	School/ Section	District/ Office
1. Emmerly Q. Cornel	F	T-1	Adlay Com. School	Carrascal
2. Hollis Meynell D. Gabison	F	T-3	Carrascal CES	Carrascal
3. Roselyn U. Bucalon	F	MT-1	Parang ES	Cantilan
4. Merly D. Torejos	F	T-3	Cantilan Pilot School	Cantilan
5. Zenaida A. Arjona	F	T-3	Madrid CES	Madrid
6. Jessie L. Gimoto	F	T-3	Carac-an ES	Madrid
7. Maria Chona T. Arciga	F	T-3	Carmen CES	Carmen
8. Janette B. Leongas	F	MT-1	Esperanza IS	Carmen
9. Janice S. Popera	F	T-1	Lanuza CES	Lanuza
10. Pepelyn B. Ascarez	F	T-1	Himatagan ES	Lanuza
11. Jo Ann A. Serna	F	T-1	Tag-anungan ES	Cortes
12. Celerina C. Ramirez	F	T-3	Matho ES	Cortes
13. SHEILA ROBENA-ANNE P. LUNA	F	MT-1	Sumo-sumo ES	Tago
14. CHRISTINE B. MEDRANO	F	T-3	Falcon MES	Tago
15. Arlyn A. Crispo	F	MT-2	San Miguel CES	San Miguel 1
16. Joy Desire B. Moldez	F	T-3	San Roque ES	San Miguel 1
17. ETHEL M. SALVE	F	T-3	Tina CES	San Miguel 2
18. RENABETH M. TORREFRANCA	F	T-3	Patong ES	San Miguel 2



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19	Lorraine O. Montero	F	T-3	La Paz ES	Bayabas
20	Mary Grace T. Lucar	F	T-3	Bayabas CES	Bayabas
21	RUDELITA A. ESTRADA	F	T-2	Aras-asan ES	Cagwait
22	RODALYN B. DE ROSAS	F	T-3	Cempron ES	Cagwait
23	GENEVIEVE S. BENGUILLO	F	MT-1	Hinogbakan ES	Marihatag
24	MECHEAL G. SAJORGA	F	T-3	San Isidro ES	Marihatag
25	Ritchellyn R. Ramirez	F	T-2	Sto. Niño ES	San Agustin
26	Joann S. Beñas	F	T-3	Pongtod ES	San Agustin
27	MA.LOVETTE M. CAMAHALAN	F	MT-1	Anibongan ES	Liangá
28	MARILYN Y. NAVAREZ	F	T-3	St.Christine ES	Liangá
29	Sarah Jane Jamero	F	T-3	Wakat ES	Barobo
30	Janice Galito	F	T-3	Gamut ES	Barobo
31	Dina A. Madelo	F	T-2	Tagbina CES	Tagbina 1
32	Joann S. Beñas	F	T-3	Maglambing IS	Tagbina 1
33	Maggi A. Buliyat	F	T-1	Sta. Maria IS	Tagbina 2
34	Mary Anne Bacoy	F	T-3	Sta. Juana CES	Tagbina 2
35	Charice A. Arquiza	F	T-3	Hinatuan South CES	Hinatuan South
36	Roselyn M. Solloso	F	T-3	Hinatuan South CES	Hinatuan South
37	MaryJoy C. De Castro	F	MT1	Hinatuan North CES	Hinatuan North
38	Liezyl B. Ravelo	F	T-3	Hinatuan North CES	Hinatuan North
39	Rechel P. Bobis	F	T-3	Lingig CES	Lingig 1
40	Melissa D. Sereno	F	T-3	Mandus ES	Lingig 1
41	Irish P. Suarez	F	T-3	Anibongan IS	Lingig 2
42	Retchelle C. Planas	F	T-3	Mahogany IS	Lingig 2
43	AIMEE Y. NOBLEZA	F	T-3	MAGROYONG ES	San Miguel 2
44	MARY ANN P. JOSOL	F	MT-1	TIGAO ES	Cortes
45	RAQUEL BAYONLA	M	HT-2	CABAS-AN ES	Cantilan
46	JESEBEL A. ALNGOG	F	P-1	GATA ES	San Agustin



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47	CHERYL A. TAGYAM	F	MT-1	GACUB ES	Carmen
48	MERLYN A. LAO-AY	F	P-1	BAYOGO ES	Madrid
49	GELMA P. TECSON	F	P-1	BAGYANGON ESLT	San Miguel 2
50	PERGINN ABRAHANN	F	P-1	ANIBONGAN ES	Liangá
51	MARICEL D. MACO	F	P-1	ANTIPOLO ES	Marihatag
52	MARIDEL V. CASABA	F	P-1	LIBAS GUA ES	San Miguel 1
53	ANALYN R. TEVES	F	P-1	BUNGA IS	Lanuza
54	PINKY L. BARTE	F	ADAS	CID-IMS	Div. Office
55	REGINA EUANN A. PUERTO	F	EPS	CID-IMS	Div. Office