



Republic of the Philippines  
**Department of Education**  
REGION XII  
SCHOOLS DIVISION OF SOUTH COTABATO

**Office of the Schools Division  
Superintendent**

**25 Sept 2023**

DIVISION MEMORANDUM  
CID No. **116**, s. 2023

**ROLL-OUT DIVISION TRAINING IN BASIC MUSIC CONCEPTS FOR GRADES 4, 5,  
AND 6 TEACHERS**

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

1. In reference to Regional Memorandum CLMD No.315 s. 2022, the Schools Division of South Cotabato through the Curriculum Implementation Division (CID) shall conduct the Roll-out Division Training in Basic Music Concepts for Grades 4-6 Teachers on October 13-15, 2023 at San Vicente Elementary School, Banga, South Cotabato.
2. The said activity shall focus on the participants' acquisition of the following basic competencies in music such as: a) Rhythm and Melody; b) Timbre; c) Tempo and Forms; d) Texture; and e) Dynamics.
3. Participants to this training are the division MAPEH trainers, Facilitators, Critic Teachers, Program Holders and select teacher-trainers teaching MAPEH. Kindly see attached enclosures for the list of teacher-trainer participants and Facilitators, Training Matrix and Activity Design.
4. Participants are advised to be in the venue as early as 7:30 a.m. for the registration and preliminaries and advised also to bring a laptop and extension wire for the workshop.
5. Food, transportation, training materials, and other incidental expenses are chargeable against School MOOE for teachers and Division MOOE for Division personnel subject to the usual accounting and auditing rules and procedures.
6. For services rendered on summer days, Saturdays and Sunday's personnel concerned are entitled to Compensatory Time Off (CTO) or Service Credits in accordance with Civil Service and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered or DO 53, s. 2003 titled Updated Guidelines on Grant of Vacation Service Credit to Teachers.

SDOSC-OSDS-DIO-NM-v3.0r0.0,effective04/06/2020



**Address:** Alunan Avenue, Koronadal City, South Cotabato 9506  
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7. For more information and inquiries on the activity, you may contact Mr. Alex F. Floro, EPS-Arts, P.E. & Health through cellphone no.09555546285 or Mrs. Charito P. Duhino, Music Coordinator through cellphone no.09635431954.
8. Immediate dissemination of this memorandum is directed.

**LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

Encl.: Enclosure No. 1- List of Participants  
Enclosure No. 2- Activity Matrix  
3-Activity Designs

or N o n e

Reference: RM No. 315, s. 2022

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

SUBJECT IN THE PERPETUAL INDEX

MAPEH

MUSIC

CPD/DM- roll-out division training in basic music concepts for grades 4,5, and 6  
teachers

0000/September 25, 2023

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TITLE OF ACTIVITY: **Rollout Division Training in Basic Music Concepts for Grades  
 4, 5 and 6 teachers**

TRAINING/ACTIVITY ID: N/A

PROGRAM HOLDER: Alex F. Floro/Charito P. Duhino

VENUE: San Vicente ES

CONTACT NO: 09635431954

DATE: October 13-15, 2023

TOTAL NO. OF PAX: 75

**LIST OF PARTICIPANTS**  
 (Grade 4-6)

No.	FULL NAME (LAST, First, M.I.)	GENDER (M/F)	POSITION/ DESIGNATION	SCHOOL/ OFFICE	DISTRICT/ MUNICIPALITY
1	AGREGADO, MARCELITA D.	F		POL. CENTRAL ES	POLOMOLOK 1
2	LUGO, MICHELLE ADRIANNE	F		POL. CENTRAL ES	POLOMOLOK 1
3	ESPINOSA, CARINA D.	F		POL. CENTRAL ES	POLOMOLOK 1
4	SOTTO, MARIA LUZ B.	F		PAGALUNGAN ES	POLOMOLOK 2
5	PADAYAO, EVELYN B.	F		PALAKASAM IS	POLOMOLOK 2
6	OBELLOS, ROSEMARIE C.	F		PALKAN ES	POLOMOLOK 2
7	RAMOS, JOYLYN ROSE P.	F		POLO IS	POLOMOLOK 3
8	RAMOS, ROWENA L.	F		PERFEKTO SALADA ES	POLOMOLOK 3
9	DELA CERNA, ARNEL B.	M		DCCES	POLOMOLOK 3
10	PAUL VINCENT	F		SILWAY 8	POLOMOLOK 4
11	ABRAGAN, IRENE	F		STO NINO ES	POLOMOLOK 4
12	SALMO, SHIELA MAE A.	F		GLAMANG ES	POLOMOLOK 4
13	GAJO, LIEZL P.	F		BENTUNG ES	POLOMOLOK 5
14	TAMBA, REYMAN P.	M		SULIT ES	POLOMOLOK 5
15	VILLENA, JOHNNY	M		KORONADAL PROPER ES	POLOMOLOK 5

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16	BESA, SHEILA T.	F		TUPI CES	TUPI 1
17	SILVA, CECIL T.	F		TUPI CES	TUPI 1
18	DURAN, RHODORA C.	F		TUPI CES	TUPI 1
19	CABEROY, RICHELL V.	F		LUDOVICO I. SENADOR ES	TUPI 2
20	TUMBIGA, CHRISTOPHER R.	M		CEBUANO ES	TUPI 2
21	SORE, TIFFANY IRISH GRACE A.	F		PALIAN ES	TUPI 2
22	TAN, AMORLINA C.	F		STA. CRUZ ES	TAMPAKAN 1
23	BURTANOG, MARY JANE A.	F		TAMPAKAN CES	TAMPAKAN 1
24	JAYAG, REJANE D.	F		TAMPAKAN SPED CENTER	TAMPAKAN 1
25	BLANCA, CARLA I.	F		ESCOBILLO ES	TAMPAKAN 2
26	BACERO III, ORENCIO C.	M		LIBERTY ES	TAMPAKAN 2
27	KAREEM I. CEREZO	F		DANLAG ES	TAMPAKAN 2
28	CATALAN, JOSELYN O.	F		MALTANA ES	TAMPAKAN 3
29	NEMIS, DENMARK	M		TABLU ES	TAMPAKAN 3
30	GARCIA, RALYN P.	F		LAMBAYONG ES	TAMPAKAN 3
31	NICOLAS, MAE S.	F		MAIBO ES	TANATANAN 1
32	BOTE, MILAGROS	F		NEW LAMBUNAO IS	TANTANGAN 1
33	LABAOSAS, YVAN M.	F		PAGLAUM ES	TANTANGAN 1
34	DOLIDO, PRITZEL D.	F		UPPER TANTANGAN IS	TANTANGAN 2
35	PALOMARIA, JEANELYN	F		DUMADALIG IS	TANTANGAN 2
36	GABAT, LUZ	F		TANTANGAN CES	TANTANGAN 2
37	MAHUSAY, REJIE L.	M		MONGOCAYO ES	TBOLI 1
38	DUPIT, SARAPIA A.	F		DATAL BOB ES	TBOLI 1
39	CABRIDO, EDWIN	M		PANDIAN ES	TBOLI 1
40	SIBONGA. HARJULINE A.	F		DESAWO ES	TBOLI 2
41	SUDARIA, HANNAH	F		LAMSINE ES	TBOLI 2

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	GRACE S.				
42	FELLER, RALPH VINCENT B.	M		LUGAN CES	TBOLI 2
43	LAMIGO, JENO KIM L.	M		TORIL ES	TBOLI 3
44	MORALES, JONALYN F.	F		LACONON IS	TBOLI 3
45	DELA TORRE, CHERRYL C.	F		LACONON IS	TBOLI 3
46	CABAYA, CHERY JOY C.	F		TALISAY INTEGRATED SCHOOL	LAKE SEBU 1
47	DEOCAMPO, GINA M.	F		TALISAY IS	LAKE SEBU 1
48	LALANTACON, IMELDA VICTORIA D.	F		HALILAND IS	LAKE SEBU 1
49	DETORIO, JUDYLENE D.	F		PROPER NED ES	LAKE SEBU 2
50	FEO, NORBYEL L.	F		BLOCK 3 ES	LAKE SEBU 2
51	ZONIO, ERLINDA F.	F		TAFAL ES	LAKE SEBU 2
52	SIAN, GENEVIEVE	F		CENTRALA CES	SURALLAH 1
53	SALIGBON, JENNIFER	F		LT MORALES ES	SURALLAH 1
54	BERNASOL, REE	F		GODWINO IS	SURALLAH 1
55	BARBER, GEMMA MAY S.	F		LAMIAN ES	SURALLAH 2
56	LAGRADANTE, GENEVIEVE M.	F		LAMSOGOD ES	SURALLAH 2
57	HAPINAT, NOBIE GRACE D.	F		NACI IS	SURALLAH 2
58	LOMAHAN, LEOMAR P.	M		UPPER TALAHIK IS	SURALLAH 3
59	DEGALA, ELAINE ROSE V.	F		LUBOL IS	SURALLAH 3
60	GUADALUPE, ADORA F.	F		MABINI ES	SURALLAH 3
61	PELAYO, CRISTY L.	F		LAMBA CES	BANGA 1
62	NAVARES, MA. CORAZON O.	F		MATLONG ES	BANGA 1
63	MONJUAN, JERALD F.	M		SAN JOSE ES	BANGA 1
64	PARREÑO, MA. SORAYDA S.	F		EL NONOK IS	BANGA 2
65	VINSON, VON RYAN N.	M		MALAYA-A ES	BANGA 2

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66	VINSON, JOSEPH IAN N.	M		PUROK RIZAL ES	BANGA 2
67	CAMPANIEL, ALITA B.	F		RIZAL ES	BANGA 3
68	OLAER, JUNETTE	F		LIWANAY ES	BANGA 3
69	AGUIRRE, MARIBEL	F		SAN VICENTE ES	BANGA 3
70	TAROMA, JENNELYN E.	F		KIBID ES	<u>NORALA</u>
71	DELFIN, RHOSE ANN D.	F		SAN MIGUEL ES	<u>NORALA</u>
72	GUMBAN, HERCHEL F.	M		SIMSIMAN IS	<u>NORALA</u>
73	PARAME, EUNICE F.	F		SAN ISIDRO ES	<u>STO NIÑO</u>
74	HERRERA, CHERYL C.	F		PANAY ES	<u>STO NIÑO</u>
75	DEOCAMPO, ABE JOY REIDA P.	F		STO.NINO CES	<u>STO NIÑO</u>

Prepared by:

**CHARITO P. DUHINO**  
Music Coordinator

Approved:

**LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

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TITLE OF ACTIVITY: **Rollout Division Training in Basic Music Concepts for Grades  
4, 5 and 6 teachers**

TRAINING/ACTIVITY ID: N/A

PROGRAM HOLDER: Alex F. Floro/Charito P. Duhino

VENUE: San Vicente ES

CONTACT NO: 09635431954

DATE: October 13-15, 2023,

TOTAL NO. OF PAX: 15

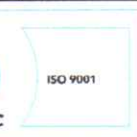
**LIST OF FACILITATORS/SPEAKERS/CRITIC**

No.	FULL NAME (LAST, First, M.I.)	GENDER (M/F)	POSITION/ DESIGNATION	SCHOOL/ OFFICE	DISTRICT/ MUNICIPALITY
1	SOLON, CHRISTIAN ALPRINCE D.	M	T-II	DUMADALIG IS	TANTANGAN
2	MATILDO, JIMTER V.	M	T-1	POL DOLE CANNERY CES	POLOMOLOK 3
3	TOLETE, MINETTE	F	T-1	BANGS NHS	BANGA
4	LECHUGAS, JANICE	F	T-III	NORALA CES	NORALA
5	TOLEDO, SHARON ROSE P.	F	T-III	SAN VICENTE ES	BANGA
6	BATILLER, ROMEO M.	M	T-III	LAPUZ NHS	NORALA
7	POTENCIANO, GEFREY ANTHONY	M	MT-1	DATAL BOB ES	TBOLI 3
8	PABA, MELODY	F	T-III	LAPUZ NHS	NORALA
9	JAMOLIN, JOHNFIL A.	M	T-I	SERGIO L. LEGAYADA NHS	NORALA
10	ALVAREZ, ARLYN	F	MT-1	CENTRALA ES	SURALLAH
11	SUMATRA, KRISTINE	F	T-1	NEW LAMBUNAO IS	TANTANGAN
12	QUINATAC-AN, YVETTE B.	F	P-1	LITTLE BAGUIO ES	SURALLAH
13	ALBERTO, DEXTER M.	M	MT-1	RANG-AY IS	BANGA
14	FLORO, ALEX F.	M	EPS	CID	SDOSC
15	DUHINO, CHARITO P.	F	COORDINA TOR	CID	SDOSC

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Prepared by:

**CHARITO P. DUHINO**  
Music Coordinator

Approved:

**LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

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**ROLLOUT DIVISION TRAINING IN BASIC MUSIC CONCEPTS FOR GRADES 4, 5, AND 6 TEACHERS**  
**San Vicente Elementary School**  
**October 13-15, 2023**

**ACTIVITY MATRIX**

<b>Date</b>	<b>Time</b>	<b>Minutes</b>	<b>Topics/Activities</b>	<b>Persons Responsible/Facilitators</b>
<b>DAY 1</b> Oct 13, 2023	7:30 -8:00	30	REGISTRATION	Lilibeth Yagong
	8:00-8:30	30	<p><b>OPENING PROGRAM</b></p> <p>Preliminaries (Prayer, National Anthem, Regional Hymn, South Cotabato Hymn, SDSC Aspiration, Core values and Quality Policy)</p> <p>Welcome Remarks:  <b>Charito P. Duhino</b>, Music Coordinator</p> <p>Introduction of Participants:  <b>Yvette B. Quinatac-an</b>- P-1</p> <p>Message:  <b>Leonardo M. Balala, CESE</b>                      Schools Division Superintendent</p>	<p>Multimedia</p> <p>Master of Ceremony:  <b>Romeo B. Batiller</b>                      T-II</p>

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			Statement of Purpose: <b>Alex F. Floro</b> , EPS-Arts, P.E. & Health	
	8:30-9:00	30	PRE-TEST	Leomar Lomahan, T-1
	9:00-9:15	15	AM SNACKS/BREAK	
	9:15-9:45	165	<b>Topic 1:Rhythm</b>	Jimter V. Matildo, T-III
	12:00- 12:45	45	LUNCH BREAK	
	12:45- 1:00	15	ENERGIZER/ATTENDANCE CHECK	
	1:00 – 3:00	120	<b>Topic 2: Melody</b>	Christian Alprince D. Solon, T-1
	3:00-3:15	15	PM Snacks/Break	
	3:15-4:45	90	<b>Topic 3: Form</b>	Minette B. Tolete, T- 1
	4:45-5:00	30	Announcement and Online Evaluation	
			End of Day 1	
<b>DAY 2</b> October 14, 2023	8:00-8:15	15	MOL/Energizer/Attendance Check	

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	8:15-9:45	90	<b>Tempo</b>	Jimter V. Matildo, T-1
	9:45-10:00	15	AM SNACKS/ BREAK	
	10:00-12:00	120	<b>Dynamics</b>	Christian Alprince D. Solon, T-II
	12:00-12:45	60	<b>Lunch Break</b>	
	12:45-1:00	15	ENERGIZER/ATTENDANCE CHECK	
	1:00-3:00	120	<b>Texture</b>	Minette B. Toleda, T-1
	3:00-3:15	15	PM SNACKS/ BREAK	
	3:15-4:30	85	<b>Timbre</b>	Minette B. Toleda, T-1
	4:30-5:00	15	Announcement and On line Evaluation	
			End of Day 2	
<b>DAY 3</b> October 15, 2023	8:00-8:15	15	MOL/Energizer/Attendance Check	
	8:15-9:15	60	<b>Demonstration Teaching –Grade 4 Technical Assistance/Critiquing</b>	<ul style="list-style-type: none"> <li>School Heads</li> <li>Master Teachers</li> </ul>

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	9:15-9:30	15	AM SNACKS/ BREAK	
	9:30-10:30	60	<b>Demonstration Teaching - Grade 5 Technical Assistance/Critiquing</b>	<ul style="list-style-type: none"> <li>School Heads</li> <li>Master Teachers</li> </ul>
	10:30-11:30	60	<b>Demonstration Teaching -Grade 6 Technical Assistance/Critiquing</b>	<ul style="list-style-type: none"> <li>School Heads</li> <li>Master Teachers</li> </ul>
	11:30-1:00	90	LUNCH BREAK	
	1:00-3:00	120	REHEARSHALS AND PROGRAM PREPARATION FOR CLOSING	Janice Lechugas/EMCEE
	3:00-3:15	15	PM SNACKS/ BREAK	
	3:15-4:30	85	CLOSING PROGRAM	
	4:30-5:00	30	-----END OF THE ACTIVITY-----HOMEWARD BOUND-----  Note: Members of Program Management Team shall convene for 15-45 minutes for Final Debriefing Session.	
			<b>Day 1 Officers of the Day/ Incharge</b>	Sharon Rose P. Toledo, Romeo Batiller, Lilibeth Yagong, Geoffrey Anthony, Potenciano
			<b>Day 2 Officers of the Day/ Incharge</b>	Melody Paba, Kristine Sumatra, Johnfil Jamolin
			<b>Day 3 Officers of the Day/ Incharge</b>	Janice Lechugas, Sharon Rose P. Toledo, Geoffrey Anthony, Potenciano

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Prepared by:

**CHARITO P. DUHINO**  
Music Coordinator

Noted by:

**LALAINÉ S.J. MANUNTAG, Ph.D.**  
CID-Chief

APPROVED:

**LEONARDO M. BALALA, CESE**  
Schools Division Superintendent

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