



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

**Office of the Schools Division
Superintendent**

08 Nov 2023

DIVISION MEMORANDUM
CID No. **140**, s. 2023

DIVISION TRAINING ON ACTION RESEARCH FOR MAPEH 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 Deped Order 16, s. 2017 on Basic Education Research Agenda such as Teaching and Learning, Human Resources, Child protection, and Governance, the Schools Division of South Cotabato through the Curriculum Implementation Division (CID) shall conduct a Division Training on Action Research for MAPEH Teachers on November 17-19, 2023, at Division Office Conference Hall.

2. This activity aims to:
- know the importance of action research;
 - understand the difference between Basic Research and Action Research; Concept Paper and Action Research Proposal;
 - enumerate the basic parts of Action Research according to the DepEd Order No. 16 S. 2017;
 - give importance to the Ethics that should be considered in making Action Research;
 - make an Action Research Proposal.

3. Participants in this training are the Division Research Trainers, Facilitators, Program Holders and select teacher-participants who are teaching MAPEH. Kindly refer to these enclosures.

Enclosure No. 1- List of Participants

Enclosure No. 2- List of Facilitators and Trainers

Enclosure No. 3- Activity Matrix

4. Participants are advised to be at the venue as early as 7:30 a.m. for the registration and preliminaries. They are also advised to bring their own laptop and extension wire during the workshop.

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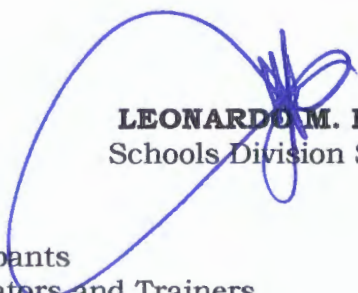
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5. Food, transportation, training materials, and other incidental expenses are chargeable against school MOOE subject to usual accounting and auditing rules and procedures.
6. Since the activities occur on regular school days, school administrators are advised to implement strategies such as redistributing students to other sections by utilizing blended learning modalities or assigning a different teacher to handle the class.
7. For services rendered on Saturday and Sunday, all personnel concerned are entitled to Compensatory Time Off (CTO) or Service Credits by 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.
8. For any inquiry regarding the conduct of the activity, all personnel concerned are advised to contact ALEX F. Floro, EPS in P.E. & Health at cellphone number 09555546285 or CHARITO P. DUHINO, Division Music and Arts Coordinator at cellphone number 09635431954.
9. Immediate dissemination of this memorandum is directed.


LEONARDO M. BALALA, CESE
Schools Division Superintendent

Encl.: Enclosure No.1- List of Participants
Enclosure No.2- List of Facilitators and Trainers
Enclosure No.3 - Activity Matrix

Reference: As stated

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

RESEARCH AGENDA RESEARCHERS ACTION RESEARCH

CPD/DM- division training on action research for MAPEH teachers
0000/November 8, 2023

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Enclosure No.1

TITLE OF ACTIVITY: Division Training on Action Research for MAPEH Teachers

TRAINING/ACTIVITY ID: N/A

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

VENUE: Conference Hall

CONTACT NO: 09635431954

DATE: November 17-19, 2023

TOTAL NO. OF PAX: 62

LIST OF PARTICIPANTS

| No. | FULL NAME (LAST, First, M.I.) | GENDER (M/F) | POSITION/ DESIGNATION | SCHOOL/ OFFICE | DISTRICT/ MUNICIPALITY |
|-----|----------------------------------|-----------------|--------------------------|--------------------|---------------------------|
| 1 | Carpizo , Ma. Celnor E. | F | HT-I | Malaya ES | Banga 1 |
| 2 | Lucero, Melanie Grace U. | F | T-I | El Nonok IS | Banga 1 |
| 3 | Sta. Maria, Mary Joy M. | F | T-I | Kusan ES | Banga 2 |
| 4 | Bantulo, Clarose E. | F | T-I | Kusan ES | Banga 2 |
| 5 | Yagong, Lilebeth A. | F | T-II | San Jose NHS | Banga 3 |
| 6 | Pelayo, Cristy L. | F | MT-II | Lamba CES | Banga 3 |
| 7 | Lastrilla, Lovely Dave A. | F | T-I | Hanoon ES | Lake Sebu 1 |
| 8 | Larozza, Zainah Mae R. | F | T-I | Talisay IS | Lake Sebu 1 |
| 9 | Penuela. Eleonor G. | F | T-II | Dawang ES | Lake Sebu 2 |
| 10 | Pancho, Zeryl C. | F | T-II | Kibang NHS | Lake Sebu 2 |
| 11 | Ocampo, Jasper Bryle S. | M | T-I | Simsiman IS | Norala |
| 12 | Badi, Junnel D. | M | T-III | Norala CES | Norala |
| 13 | Cabarubias, Charry O. | F | T-III | Polomolok ES | Polomolok 1 |
| 14 | Dagangon, Anna Lyn D. | F | T-II | Polomolok ES | Polomolok 1 |
| 15 | Lovely Mae L. Mercado | F | T-I | Lamcaliaf IS | Polomolok 2 |
| 16 | Obellos, Rosemarie | F | T-I | Palkan ES | Polomolok 2 |
| 17 | Argoncillo, Michael P. | M | T-III | Kalyong ES | Polomolok 3 |
| 18 | Sequiña , Vetchael L. | F | T-I | Cassava ES | Polomolok 3 |
| 19 | Ofamin , Jeanne Kenn B. | F | T-I | Silway 8 ES | Polomolok 4 |
| 20 | Fuentespina, Nixon T. | M | T-I | Silway 7 IS | Polomolok 4 |
| 21 | Sinoy, Edel Quinn C. | F | T-II | Bentung ES | Polomolok 5 |
| 22 | Ledesma, Joshua H. | M | T-I | Crossing Palkan ES | Polomolok 5 |
| 23 | Valledor, Eric T. | M | T-I | Naci IS | Surallah 1 |
| 24 | Ferrer, Rayjane O. | F | T-III | Naci IS | Surallah 1 |
| 25 | Quinatac-an, Yvette B. | F | P-1 | Little Baguio ES | Surallah 2 |

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| No. | FULL NAME (LAST, First, M.I.) | GENDER (M/F) | POSITION/ DESIGNATION | SCHOOL/ OFFICE | DISTRICT/ MUNICIPALITY |
|-----|------------------------------------|-----------------|--------------------------|--|---------------------------|
| 26 | Alvarez, Arlyn | F | MT-II | Centrala CES | Surallah 2 |
| 27 | Benavidez, James D. | M | P-I | Moloy ES | Surallah 3 |
| 28 | Lomahan, Leomar P. | M | T-II | Upper Talahik | Surallah 3 |
| 29 | Mapi-ot, Melita B. | F | MT-II | Tampakan SPED Center | Tampakan 1 |
| 30 | Pertimos, Naris Janina D. | F | T-III | Tampakan CES | Tampakan 1 |
| 31 | Guillaran, Melvin A. | M | HT-1 | Datal Biao IS | Tampakan 2 |
| 32 | Betonio, Gilbert C. | M | T-III | Lampitak Es | Tampakan 2 |
| 33 | Margen, Jorna May F. | F | T-II | Maltana ES | Tampakan 3 |
| 34 | Catalan, Joselyn O. | F | T-II | Maltana ES | Tampakan 3 |
| 35 | Solon, Christian Alprince D. | M | T-II | Dumadalig IS | Tantangan 1 |
| 36 | Palomaria, Jeanelyn | F | T-I | Dumadalig IS | TANTANGAN 1 |
| 37 | Sumatra, Kristine | F | T-II | New Lambunao IS | Tantangan 2 |
| 38 | Atanoso, Willyn V. | F | T-I | Tantangan National Trade High School | Tantangan 2 |
| 39 | Libdan, Ildefonso E. | M | MT-I | Lusok IS | Tboli 1 |
| 40 | Potenciano, Geoffrey Anthony G. | M | MT-I | ALS/ Malugong CES | Tboli 1 |
| 41 | Madronero, Ranie F. | M | P-I | Tboli IS | Tboli 2 |
| 42 | Andres, Conrado V. | M | T-III/TIC | Tbolok ES | Tboli 2 |
| 43 | Aperocho, Karl Roger S. | M | T-I | Kule ES | Tboli 3 |
| 44 | Dela Torre, Cherryl C. | F | T-1 | Laconon IS | Tboli 3 |
| 45 | Cordova, Allan Jay | M | T-II | Tupi NHS | Tupi 1 |
| 46 | Ulanday, Norie Angela L. | F | T-I | Tupi CES | Tupi 1 |
| 47 | Bantas, Norodin S. | M | | Cebuano ES | Tupi 2 |
| 48 | Cawayan, Kathrine Joy E. | F | | Cebuano ES | Tupi 2 |
| 49 | Herrera, Cheryl C. | F | T-III | Panay ES | Sto Nino |
| 50 | Deocampo, Abe Joy Reida P. | F | T-II | Sto Nino CES | Sto Nino |

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Prepared by:

ALEX F. FLORO
EPS- P.E. and Health/Sports/SPS/ALS

CHARITO P. DUHINO
Music & Arts Coordinator

Approved:

LEONARDO M. BALALA, CESE
Schools Division Superintendent

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Enclosure No. 2

TITLE OF ACTIVITY: Division Training on Action Research for MAPEH Teachers

TRAINING/ACTIVITY ID: N/A

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

VENUE: Conference Hall

CONTACT NO: 09635431954

DATE: November 17-19, 2023

TOTAL NO. OF PAX: 62

LIST OF FACILITATORS AND TRAINERS

| No. | FULL NAME (LAST, First, M.I.) | GENDER (M/F) | POSITION/ DESIGNATION | SCHOOL/ OFFICE | DISTRICT/ MUNICIPALITY |
|-----|----------------------------------|-----------------|------------------------------|-------------------|---------------------------|
| 1 | Paba, Melody C. | F | T-III | Lapuz NHS | Norala |
| 2 | Batiller Romeo | M | T-II | Lapuz NHS | Norala |
| 3 | Toledo, Sharon Rose P. | F | T-III | San Vicente NHS | Banga |
| 4 | Jamolin, Johnfil A. | M | T-I | S.L. Legayada NHS | Norala |
| 5 | Tolete, Minette B. | F | T-I | Banga NHS | Banga |
| 6 | Yagong, Lilibeth | F | T-III | San Jose NHS | Banga |
| 7 | Duran, Rhodora C. | F | T-III | Tupi NHS | Tupi |
| 8 | Lechugas, Janice S. | F | T-III | Norala CES | Norala |
| 9 | Floro, Alex F. | M | EPS | CID | SDOSC |
| 10 | Duhino, Charito P. | F | MT-II/Music/Arts Coordinator | CID | SDOSC |
| 11 | Dela Cruz, Marichu Jean R. | F | EPS | CID | SDOSC |
| 12 | Ming, Riza P. | F | P-I | Aflek ES | Tboli 1 |
| 13 | Pandoma, Agustin A. | M | SEPS, Planning and Research | SGOD | SDOSC |
| 14 | Maria Amihan M. Coronado | F | T-III | Polomolok NHS | Polomolok 2 |
| 15 | Panding, John Lawrence A. | M | P-I | Dumadalig IS | Tantangan 1 |
| 16 | Matildo, Jimter V. | M | T-1 | Dole Cannery CES | Polomolok 2 |

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EPS- P.E. and Health/Sports/SPS/ALS

CHARITO P. DUHINO
Music & Arts Coordinator

Approved:

LEONARDO M. BALALA, CESE
Schools Division Superintendent

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Enclosure No.2

DIVISION TRAINING ON ACTION RESEARCH FOR MAPEH TEACHERS
November 17-19, 2023
Division Conference Hall

ACTIVITY MATRIX

| Date | Time | Minutes | Topics/Activities | Persons Responsible/Facilitators |
|--------------------------------------|------------|---------|--|---|
| DAY 1 November 17, 2023 | 7:30 -8:00 | 30 | REGISTRATION | Johnfil A. Jamolin Teacher-I, SLLNHS |
| | 8:00-8:30 | 30 | OPENING PROGRAM Preliminaries (Prayer, National Anthem, Regional Hymn, South Cotabato Hymn, SDSC Aspiration, Core values and Quality Policy) Welcome Remarks: Alex F. Floro , EPS- P.E. & Health Introduction of Participants: Yvette B. Quinatac-an - HT-1 Message: Leonardo M. Balala , CESE Schools Division Superintendent | Multimedia Master of Ceremony: Romeo B. Batiller T-II, Lapuz, NHS |

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| | | | Statement of Purpose: Charito P. Duhino, Music Coordinator | |
| | 8:30-9:00 | 30 | PRE-TEST | Minette B. Tolete/Vencint Karl E. Tacardon |
| | 9:00-9:15 | 15 | AM SNACKS/BREAK | |
| | 9:15-9:45 | 165 | Topic 1: Methodology of Research | Marichu Jean R. Dela Cruz, Ph.D. OIC- CID Chief/ EPS-Science |
| | 12:00- 12:45 | 45 | LUNCH BREAK | |
| | 12:45- 1:00 | 15 | ENERGIZER/ATTENDANCE CHECK | |
| | 1:00 – 3:00 | 120 | Topic 2: Importance of Research | Alex F. Floro EPS-P.E. & Health Riza P. Ming PI-Aflek ES |
| | 3:00-3:15 | 15 | PM Snacks/Break | |
| | 3:15-4:45 | 90 | Topic 3: Classification of Research (Quantitative vs Qualitative Research) | Idelfonzo Libdan, PhD MT-I/Lusok IS |
| | 4:45-5:00 | 30 | Announcement and Online Evaluation | |

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| | | | End of Day 1 | |
| DAY 2 November 18, 2023 | 8:00-8:15 | 15 | MOL/Energizer/Attendance Check | |
| | 8:15-9:45 | 90 | Topic 4 Statistical Tools | Agustin A. Pandoma SEPS, Planning and Research |
| | 9:45-10:00 | 15 | AM SNACKS/ BREAK | |
| | 10:00-12:00 | 120 | Guidelines for the Basic Education Research Fund | Agustin A. Pandoma SEPS, Planning and Research |
| | 12:00-12:45 | 45 | Lunch Break | |
| | 12:45-1:00 | 15 | ENERGIZER/ATTENDANCE CHECK | |
| | 1:00-3:00 | 120 | Topic 5: Qualitative Research (Thematic Analysis) | Riza P. Ming PI-Aflek ES |
| | 3:00-3:15 | 15 | PM SNACKS/ BREAK | |
| | 3:15-4:30 | 85 | Topic 6: Action Research Proposal | Maria Amihan M. Coronado, MAT Teacher-III |
| | 4:30-5:00 | 30 | Announcement and Online Evaluation | |
| | | | End of Day 2 | |

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| DAY 3 November 19, 2023 | 8:00-8:15 | 15 | MOL/Energizer/Attendance Check | |
| | 8:15-9:15 | 60 | Topic 7: Contextualized and Localized Research | John Lawrence Panding Principal I-Dumadalig IS |
| | 9:15-9:30 | 15 | AM SNACKS/ BREAK | |
| | 9:30-10:30 | 60 | Presentation/Critiquing and Feedbacking of Action Research Proposal | |
| | 10:30-11:30 | 60 | Batch 1- Elementary | |
| | 11:30-1:00 | 90 | LUNCH BREAK | |
| | 1:00-3:00 | 120 | Batch 2- Secondary | |
| | 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 the Program Management Team shall convene for 15-45 minutes for Final Debriefing Sessio | |
| | | | Day 1 Officer of the Day/ In-Charge | Secondary MAPEH Officers |

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| | | | | |
| | | | Day 2- Officer of the Day/ In-Charge | Elementary MAPEH Officers |
| | | | Day 3- Officer of the Day/ In-Charge | All MAPEH Officers |

Prepared by:

ALEX F. FLORO
EPS- P.E. and Health/Sports/SPS/ALS

Noted by:

CHARITO P. DUHINO
Music & Arts Coordinator

LALAINA SJ. MANUNTAG, Ph.D.
CID Chief

APPROVED:

LEONARDO M. BALALA, CESE
Schools Division Superintendent

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