



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

Office of the Schools Division
Superintendent

06 Dec 2024

DIVISION MEMORANDUM
CID No. **283**, s. 2024

MEETING OF SBTT-TEACEP LEADERS AND LEAD PMT

To: Education Program Supervisors
Public Schools District Supervisors/Principals In-Charge
Public Elementary School Heads
TEACEP PMT
All Others Concerned

1. In line with the recently conducted School-Based Orientation and Training of Instructional Leaders and Teachers on Teacher Effectiveness and Competency Enhancement on Literacy and Numeracy, all Cluster Leaders and PMT Lead Persons are enjoined to report to the Division Conference hall on Monday, December 9, 2024, 1:00 p.m. onwards.
2. This meeting aims to:
 - a. consolidate the profiling of participants as well as pretest and post test results as well as the online evaluation;
 - b. prepare the post activity report of each cluster on the conducted activity;
 - c. interface with the SGOD Personnel especially the HRD and SMME for the appropriate document preparation; and
 - d. work with the necessary data being asked by the NEAP Central Office.
3. Participants to this activity are listed below:

NAME	POSITION	OFFICE/SCHOOL
Marichu Jean dela Cruz	CID Chief	SDOSC
Cristopher Frusa	SGOD Chief	SDOSC
Zynafe V. Caijo	EPS-TEACEP Focal	SDOSC
Bert D. Labuaya	SEPS-SGOD	SDOSC
Nerie Tresbe	EPS -HRD	SDOSC
Rodel Catubay	SEPS-SMME	SDOSC
Jett Javellana	EPS II	SDOSC



Address: Alunan Avenue, Koronadal City, South Cotabato 9506
Telephone Number: (083)228-3801
Email Address: south.cotabato@deped.gov.ph



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Jonald Dajay	AO II	SDOSC
Lorna Padua	Cluster Leader	Banga
Rochel Jan Ilao	PMT Lead Person	Banga
Arnel Suscano	Cluster Leader	Lake Sebu East
Archie Banados	PMT Lead Person	Lake Sebu East
Esteban S. Alvarez	Cluster Leader	Lake Sebu West
Charm Sindy A. Alo	PMT Lead Person	Lake Sebu West
Reynita Marcelino	Cluster Leader	Norala
Lorelyn Aradanans	PMT Lead Person	Norala
Dennis Galve	Cluster Leader	Sto. Nino
Pearl Joy Ladot	PMT Lead Person	Sto. Nino
Petronilo Reyes Jr.	Cluster Leader	Surallah
Lorlyn Viann Eding	PMT Lead Person	Surallah
Marianne Sabod	Cluster Leader	Tboli East
Ray Dexter Germo	PMT Lead Person	Tboli East
Marvin Villahermosa	Cluster Leader	Tboli West
Francis Molilla	PMT Lead Person	Tboli West
Beverly Abad	Cluster Leader	Polomolok
Aliah Gille Pacifico	PMT Lead Person	Polomolok
Amrah Agustin	Cluster Leader	Tupi
Liezel Jordan	PMT Lead Person	Tupi
Sheila Mae Ordonaz	Cluster Leader	Tampakan
Rodly Joy Aclao	PMT Lead Person	Tampakan
Daisy Darroca	Cluster Leader	Tantangan
John Lloyd Tenebro	PMT Lead Person	Tantangan

- Traveling expenses of the concerned personnel shall be charged against the school MOOE, LGU funds, or any other available local funds subject to the usual accounting and auditing rules and procedures.
- It is enjoined that cluster leaders and lead PMT shall bring all the necessary documents during the training for consolidation. Leaders shall bring laptops for the preparation of Post Activity Report.
- For clarification on the conduct of the training, contact Zynafe V. Caijo, Education Program Supervisor through zynafe.caijo@deped.gov.ph.
- Immediate dissemination of this Memorandum is desired.

LEONARDO M. BALALA, CESO V
Schools Division Superintendent



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Encl.: None
Reference: None

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

CURRICULUM CURRICULAR LITERACY NUMERACY

ZVC/DM- meeting of SBTT-TEACEP leaders and lead PMT
0000/December 6, 2024



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