



Republic of the Philippines  
Department of Education  
Region VII-Central Visayas  
**DIVISION OF CEBU PROVINCE**  
Sudlon, Lahug, Cebu City

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**Office of the Schools Division Superintendent**

May 23, 2022

**DIVISION MEMORANDUM**

**No. 134 , s. 2022**

**TRAINING OF TRAINERS ON MONITORING AND EVALUATION IN  
KINDERGARTEN AND SPED**

**To:** Assistant Schools Division Superintendents  
Chief, CID  
Public Schools District Supervisors/OICs

1. This office announces the conduct of the **Training of Trainers on Monitoring and Evaluation in Kindergarten and SPED** in 2 batches on **May 26, 2022 (1<sup>st</sup> Batch)** and **May 27, 2022 (2<sup>nd</sup> Batch)** to be conducted at **DepEd-Ecotech Center, Lahug, Cebu City**.
2. The activity aims to train district trainers who will conduct a roll out on the use of the Kindergarten and SPED Monitoring and Evaluation tools in their respective districts.
3. The target participants are the following:
  - 3.1 Public Schools District Supervisor
  - 3.2 District Kindergarten Coordinators
  - 3.3 District Lead Kindergarten Teacher
  - 3.4 Identified SPED teachers
4. The following are required from the participant:
  - 4.1 must be fully vaccinated with Health Card to be presented during the registration;
  - 4.2 must follow the local travel requirements, especially those that are non-mainland schools;
  - 4.3 committed to following the strict protocol in social distancing and minimum health care within and outside the sessions;

4.4 must have a **laptop** and **extension wire** and must bring **pocket wifi**.

5. The meals/snacks of participants and trainers for the workshop shall be charged against **HRTD Funds/Division MOOE**, while the travel expenses and per diem shall be charged to the **School MOOE/SEF/local funds**, subject to the usual accounting and auditing rules and regulations.

6. **All PSDSs and School Heads are required to accomplish the online forms through the links reflected in Regional Memorandum No. 436, s. 2022 from May 24 to 30, 2022.** Please refer to the attached Regional Memorandum for more information.

6. Please see enclosures for the schedule, list of participants and workshop matrix.

7. Immediate dissemination of and compliance with this memorandum is directed.

  
**MARILYN S. ANDALES EDD, CESO V**  
Schools Division Superintendent







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Enclosure No. 1 – Schedule and Participants

**Schedule and Participants per Batch**

Batch No.	Sub Office	No. of PSDSs	No. Of DKCs	No. of Dist. Lead KG Teacher	SPED Teachers	Total Participants
1 May 26, 2022	Dalaguete	9	9	9		27
	Badian	9	9	9		27
	Balamban	11	11	11		33
					4	4
	<b>TOTAL</b>					<b>91</b>
2 May 27, 2022	San Fernando	5	5	5		15
	Liloan	13	13	13		39
	Medellin	11	11	11		33
					5	5
	<b>TOTAL</b>					<b>92</b>

**SPED Teacher-Participants**

School	Name of SPED Teacher	Schedule
Lipata NHS	Almira Unabia-Abarquez	May 27, 2022
San Fernando CS SPED Center/Pitalo ES	Cynthia Guerrero	May 27, 2022
Barili CS SPED Center/Dakit ES	Sheena Causin	May 26, 2022
Pinamungajan CS SPED Center	Nieva Hubahib	May 26, 2022
Balamban CS SPED Center	Felichi U. Sato	May 26, 2022
Liloan CS SPED Center	Gernard Uraca	May 27, 2022
Bantayan CS SPED Center	Genaro Villaceran	May 27, 2022
Consolacion CS SPED Center	Jennifer Cabigas Arradaza	May 27, 2022
Carmen NHS	Lourdes Delantar	May 26, 2022

