



Republic of the Philippines  
**Department of Education**  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF AKLAN

November 19, 2025

**DIVISION MEMORANDUM**  
No. 642, s. 2025

**REGIONAL TRAINING ON MULTIGRADE INSTRUCTION FOR SCHOOL HEADS**

To: **Office of the Assistant Schools Division Superintendent**  
**Chief Education Supervisors**  
**Education Program Supervisors**  
**Public Schools District Supervisors/Principals/Head Teacher In-Charge of the District**  
**School Heads of Public Secondary and Integrated Schools**  
**All Others Concerned**

1. Attached is Regional Memorandum No. 171, s. 2025 dated November 12, 2025, regarding the Regional Training on Multigrade Instruction for School Heads.
2. The participants in this activity are the following:

<b>Name</b>	<b>Position</b>	<b>Station</b>
ANALYN C. PEREZ	Education Program Supervisor	SDO AKLAN
BEAUTY ANN A. ZAPICO	Principal I	BALACTASAN ES
JONAS NINGALA	Head Teacher II	SIPAC PS
CRISTINE NIVAL	Teacher III/ TIC	TALIMAGAO PS
MELANIE J. NEMIS	Teacher I/ TIC	GALICIA PS
MARK ANTHONY G. ATUEL	Teacher III/ TIC	PINONROY ES
JENNELE Z. BALINAS	Teacher III/ TIC	CASIT-AN PS
LOTUS F. FLORES	Teacher III/ TIC	SAPA PS
MA RIZZA S. ANTONIO	Teacher I/ TIC	MALINDOG ES
JOCELYN I. VENTURA	TEACHER I/TIC	QUINASAY-AN ES
JULIUS ANGELO A. MANIGOS	Teacher I/ TIC	AGBALIW PS



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3. The first meal is Dinner of November 23, 2025 (Day 0) while the last meal is PM Snacks of November 28, 2025 (Day5).
4. The teachers involved in the activity are entitled to Service Credits for their services during weekends and holidays but not exceed 15 days in accordance with DepEd Order No. 53, s. 2003 entitled “Updated Guidelines on the Grant of Vacation Service Credits to Teachers.” On the other hand, non-teaching personnel shall be provided with Compensatory Time off (CTO) for their services rendered during weekends and holidays per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
5. The travel expenses are chargeable against local funds subject to the existing government accounting and auditing rules and regulations.
6. Immediate dissemination of and compliance with this Memorandum are desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

**RAMON D. PARAS, JR., EdD**  
Assistant Schools Division Superintendent  
In-Charge of the Division

Enclosure: As stated

Reference: None

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

CURRICULUM  
INCLUSIVE EDUCATION  
SCHOOLS  
TRAINING PROGRAMS

/ACP



Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

REGIONAL MEMORANDUM  
CLMD-2025- 176

NOV 12 2025

**REGIONAL TRAINING ON MULTIGRADE INSTRUCTION FOR SCHOOL HEADS**

To: Schools Division Superintendents of the Divisions of Aklan, Antique, Capiz, Guimaras, and Iloilo  
Functional Division Chiefs of CLMD and QAD  
All Others Concerned

1. This Office, through the Curriculum and Learning Management Division (CLMD), will conduct the Regional Training on Multigrade Instruction for School Heads on November 23-28, 2025 at Punta Villa Resort, Sto. Niño Sur, Arevalo, Iloilo City.
2. The objective of this activity is to equip school heads with the knowledge, skills, and attitudes necessary to effectively lead and support multigrade instruction in their schools.
3. The participants to this activity are the Division MPPE Coordinators, PSDSs, and School Heads of Multigrade Schools. The allotment of participants is specified below:

SDO	Number of Participants (Including RPs)
Aklan	11
Antique	11
Capiz	11
Guimaras	8
Iloilo	15

4. The Technical Working Group (TWG) are as follows:

NAME	POSITION
Cristito A. Eco, CESO III	Regional Director
Donald T. Genine	Chief Education Supervisor
Mary Hazel Vivien P. Pineda	Regional Focal, MPPE
Reyjean C. Porras	Resource Speaker
Shannon Khey A. Amoyan	Resource Speaker
Peter John T. Tormon	QAME
Robert Francis M. Deles	Support Staff



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Certificate No. PHP QMS  
24 93 0184



Republic of the Philippines  
**Department of Education**  
REGION VI-WESTERN VISAYAS

5. The first meal is Dinner of November 23, 2025 (Day 0) while the last meal is PM Snacks of November 28, 2025 (Day 5).
6. The teachers involved in the activity are entitled to Service Credits for their services during weekends and holidays but not to exceed 15 days in accordance with DepEd Order No. 53, s. 2003 entitled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers." On the other hand, non-teaching personnel shall be provided with Compensatory Time Off (CTO) for their services rendered during weekends and holidays per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
7. It is understood that in the conduct of this activity, there shall be no discrimination in the provision of L&D interventions on the account of age, school, gender, civil status, disability, religion or other similar factors/personal circumstances that run counter to the principle of equal opportunities.
8. The travel expenses are chargeable against local funds subject to the existing government accounting and auditing rules and regulations.
9. Immediate dissemination of and compliance with this Memorandum are desired.

  
**CRISTITO A. ECO, CESO III**  
Assistant Regional Director  
Officer-in-Charge  
Office of the Regional Director

Encl.: None

Reference: None

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

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MPP/CLMD-RMWLC- Regional Training on Multigrade Instruction...  
163/November 6, 2025



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