



Republic of the Philippines
Department of Education

REGION I
SCHOOLS DIVISION OF THE CITY OF BATAC

27 NOV 2025

DIVISION MEMORANDUM

No. **783**, s. 2025

**TRAINING ON DESIGNING ICT-BASED INSTRUCTION FOR ENHANCED
LEARNING ENGAGEMENT**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Unit and Section Heads
Public School Heads
All Others Concerned

1. The Schools Division of the City of Batac, through the Curriculum Implementation Division, will conduct the Training on Designing ICT-based Instruction for Enhanced Learning Engagement on December 1-3, 2025, from 8:00 a.m. to 5:00 p.m. at Sweet Caroline Resort, Badoc, Ilocos Norte.
2. The activity aims to improve participants' competence in integrating ICT into their instructional practices, learner engagement and academic performance in targeted subject areas.
Specifically, it seeks to equip the participants to:
 - a. apply appropriate ICT tools and pedagogical frameworks (TPACK, SAMR, and UDL) to enhance instructional delivery, assessment practices, and learner collaboration;
 - b. develop ICT-integrated lesson plans and interactive digital learning resources that address learner diversity and align with curricular goals; and
 - c. demonstrate effective facilitation of ICT-enhanced learning experiences while promoting safe, ethical, and responsible digital citizenship in the classroom.
3. The complete list of Participants and the Program Management Team is provided in Enclosure 1, while the detailed training flow is outlined in the Training Matrix provided in Enclosure 2. This Memorandum shall serve as Authority to Travel.
4. Participants shall bring their laptops, extension wires, wifi connection and soft copy of their curriculum guide.
5. School Heads of the participants and facilitators shall make the necessary arrangements to ensure that no classes shall be disrupted.
6. Expenses for the venue, supplies & materials, token for resource persons, and other related expenses shall be charged against HRD Fund 2025, while travel expenses of participants shall be charged against local funds, subject to the usual accounting and auditing rules and regulations. Check-in will be on December 1, 2025.
7. For information and guidance.



ANSELMO R. ALUDINO
Schools Division Superintendent

Encl.: none
References: none

To be included in the Perpetual Index
Under the following subjects:

ICT-BASED INSTRUCTION
LEARNING ENGAGEMENT
TRAINING

CID-GOL/DM_ICT-based Instruction
/5318/November 25, 2025

Enclosure 1: List of Participants

No.	Name of Teacher	School
1.	Derill M. Ortal	ALS
2.	Debbie Joy P. Gudoy	Baay ES
3.	Suzie Marie L. Pagtama	Baligat ES
4.	Estella Mariez T. Tuquib	Baoa East ES
5.	Lorena A. Sugui	Baoa ES
6.	Christine N. Parado	Bil-loca ES
7.	Mark Jayvee P. Esteban	Biningan ES
8.	David Rick P. Manglal-Lan	Bil-loca ES
9.	Charie May C. Agustin	BNHS
10.	Sonny Augustino P. Fiesta	BNHS
11.	Joe Marvin T. Calderon	Baligat ES
12.	Aileen Grace A. Delos Santos	CAMES
13.	Marietess Q. Arcangel	CAMES
14.	Jezlyn P. Ugot	CBNHS Payao
15.	Rocelynne B. Puyaoan	CBNHS Poblacion
16.	Kerrnel Q. Aguinaldo	CBNHS Poblacion
17.	Elizabeth U. Blas	CBNHS Rayuray
18.	Kiara Kate D. Ganir	CMVNHS
19.	Julie Ann R. Opelac	Colo-Mabaleng ES
20.	Vincent Jude A. Malunao	CAMES
21.	Rona Jane M. Pungtilan	Dariwdiw ES
22.	Gualberto C. Tampol Jr.	FEMSHS
23.	Gerwin V. De La Rosa	GARSHS
24.	Razell Rose G. Ramos	GARSHS
25.	MN Quidilla Sanguir	HVMES
26.	Melvil John B. Icuspit	HVMES
27.	Glenys P. Domingo	Magnuang ES
28.	Christine C. Antonio	MMMES
29.	Maylyn R. Dalag	MMMES
30.	Wendykeeth L. Gaoat	MQES
31.	Karen Kay D. Garcia	Nagbacalan ES
32.	Mary Ann P. Cabansag	Naguirangan ES
33.	Sheryl G. Salmasan	Parangopong ES
34.	Lorna C. Abad	Payao ES
35.	Daisy S. Lagmay	PQ Pimentel ES
36.	Richelle P. Adina	Quiling ES
37.	Marjorie R. Gabuten	Rayuray ES
38.	Judith B. Parbo	San Mateo ES
39.	Genedine T. Dutdut	Sumader ES
40.	Jamaica D. Pagala	Quiling ES

Program Management Team (PMT)

Role	Name	Position
Program Manager	Marilou B. Sales	Chief Education Supervisor
Learning Managers	Mark Louie P. Duldulao	Education Program Specialist II
	Allan B. Garcia	Education Program Supervisor
	Geraldine O. Lao-at, PhD	Education Program Supervisor
	Eldefonso B. Natividad, Jr., PhD	Education Program Supervisor
	Jhon Rey D. Ortal, EdD	Education Program Supervisor
Learning Facilitators	Allan B. Garcia	Education Program Supervisor
	Geraldine O. Lao-at, PhD	Education Program Supervisor
	Lovely Jane L. Durante	Master Teacher II
	Desiree Claire C. Bagain	Teacher I
	Mark Louie P. Duldulao	Education Program Specialist II
M & E Coordinator	Dolores A. Ubiña	Senior Education Program Specialist, SMME
Documenters	Blesilda B. Antiporda	Administrative Assistant III
Secretariat	Divelyn P. Maddela	Education Program Specialist
Welfare Officer	Jedidiah B. Jagto	Nurse II
Logistics Officer	Zorayda S. Paguyo	Education Program Supervisor
Finance Officer	Jennifer C. Bungubung	Accountant III

Enclosure 2: Training Matrix

Date	Session/Activities	In-Charge
December 1, 2025 – Day 1		
7:00-7:30 AM	Registration	Secretariat
7:30-8:00 AM	Opening Program - National Anthem - Prayer - Quality Policy Statement	AVP
	Acknowledgment of the Participants	Dr. Zorayda S. Paguyo Education Program Supervisor
	Statement of Purpose and Objectives	Dr. Marilou B. Sales Chief Education Supervisor
	Message	SDS Anselmo R. Aludino Schools Division Superintendent
	Program Orientation and Administration of Pretest	Mr. Mark Louie P. Duldulao EPS, HRDD
	Management of Learning	Mr. Mark Louie P. Duldulao EPS, HRDD
8:00-8:15 AM	Management of Learning	Mr. Mark Louie P. Duldulao EPS, HRDD
8:15-9:45 AM	Session 1: <i>Understanding ICT Integration Frameworks (TPACK)</i>	Ms. Desiree Claire C. Bagain Teacher I, SDOIN
9:45-10:00 AM	Health Break	
10:00 AM-12:00 NN	Continuation: Session 1: <i>Understanding ICT Integration Frameworks (SAMR)</i>	Ms. Desiree Claire C. Bagain Teacher I, SDOIN
12:00 NN-1:00 PM	Lunch Break	
1:00-1:15	Management of Learning	Mr. Mark Louie P. Duldulao EPS, HRDD
1:15-3:15 PM	Session 2: <i>Universal Design for Learning (UDL) in the Digital Classroom</i>	Mr. Allan B. Garcia Education Program Supervisor
3:15-3:30 PM	Health Break	
3:30-5:30 PM	Session 3: <i>Designing Engaging ICT-Based Lesson Plans</i>	Dr. Lovely Jane L. Durante Master Teacher I, CMNVNHS
5:30-6:30 PM	Dinner	
6:30-8:30 PM	Workshop 1; <i>Designing Engaging ICT-Based Lesson Plans</i>	Dr. Lovely Jane L. Durante Master Teacher I, CMNVNHS
8:30-9:00 PM	Wrap-Up Activity/Clearinghouse	Mr. Mark Louie Duldualo EPS, HRDD
December 2, 2025 – Day 2		
8:00-8:15 AM	Management of Learning	Mr. Mark Louie P. Duldulao EPS, HRDD
8:15-9:45 AM	Session 4: <i>Exploring Tools for Engagement: EdTech Showcase</i>	Ms. Desiree Claire C. Bagain Teacher I, SDOIN
9:45-10:00 AM	Health Break	
10:00 AM-12:00 NN	Cont. Session 4: <i>Exploring Tools for Engagement: EdTech Showcase</i>	Ms. Desiree Claire C. Bagain Teacher I, SDOIN
12:00 NN-1:00 AM	Lunch Break	
1:00-1:15 PM	Management of Learning	Mr. Mark Louie Duldualo EPS, HRDD
1:15-3:15 PM	Cont. Session 4: <i>Exploring Tools for Engagement: EdTech Showcase</i>	Ms. Desiree Claire C. Bagain Teacher I, SDOIN

Date	Session/Activities	In-Charge
3:15-3:30 PM	Health Break	
3:30-5:30 PM	Cont. Session 4: <i>Exploring Tools for Engagement: EdTech Showcase</i>	Learning Facilitators
5:30-6:30 PM	Dinner	
6:30-8:30 PM	<i>Workshop 2: Crafting Activities for Learners' Engagement using ICT Tools</i>	Learning Facilitators
8:30-9:00 PM	Wrap-Up Activity/Clearinghouse	Mr. Mark Louie Duldualo EPS, HRDD
December 3, 2025 – Day 3		
8:00-8:15 AM	Management of Learning	Mr. Mark Louie Duldualo EPS, HRDD
8:15-9:30 AM	Session 5: <i>Microteaching and Peer Feedback (Demo teaching)</i>	Learning Facilitators
9:30-9:45 AM	Health Break	
9:45 AM-12:00 NN	Cont.: Session 5: <i>Microteaching and Peer Feedback (Demo teaching)</i>	Learning Facilitators
12:00 NN-1:00 PM	Lunch Break	
1:00-1:15 PM	Management of Learning	Mr. Mark Louie Duldualo EPS, HRDD
1:15-2:15 PM	Session 6: <i>Planning for Implementation and Monitoring</i>	Dr. Geraldine O. Lao-at Public Schools District Supervisor
2:15-3:15 PM	<i>Workshop 3: Workplace Application Plan</i>	Learning Facilitators
3:15-3:30 PM	Health Break	
3:30-4:30 PM	Presentation and Critiquing of Outputs	Learning Facilitators
4:30-5:00 PM	Administration of Post test Closing Program	Mr. Mark Louie Duldualo EPS, HRDD
	• Patriotic Song	AVP
	• Impressions	Select Participants
	• Ways Forward	ASDS Arnel S. Bandiola Assistant Schools Division Superintendent
	• Closing Remarks	Dr. Nemalyn M. Ulep Chief Education Supervisor