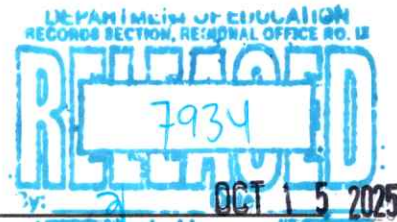




Republic of the Philippines  
Department of Education  
REGION IX – ZAMBOANGA PENINSULA



Office of the Regional Director

**Advisory No. 394, s. 2025**

October 14, 2025

*In compliance with DepEd Order (DO) No. 8, s. 2013  
this advisory is issued not for endorsement per DO 28, s. 2001,  
but only for the information of DepEd officials,  
personnel/staff, as well as the concerned public.  
(visit [www.deped.gov.ph](http://www.deped.gov.ph))*

**ADDITIONAL PARTICIPANTS FOR THE REGIONAL TRAINING OF UNTRAINED  
SCHOOL HEADS IN THE LAST MILE SCHOOLS ON  
MULTIGRADE INSTRUCTION**

This has reference to Regional Memorandum # 450, s. 2025 dated August 18, 2025 re: Regional Training of Untrained School Heads in the Last Mile Schools on Multigrade Instruction scheduled on November 24-28, 2025 at DepEd NEAP RIX, Airport Road, Tiguma, Pagadian City.

Hereunder is the updated number of participants for the activity, to wit:

Division	School Heads Participants	TWG/ RPs	Welfare personnel	Total
Dapitan City	2	1	0	3
Dipolog City	4	1	0	5
Isabela City	5	0	0	5
Pagadian City	1	0	0	1
Zamboanga City	8	2	0	10
Zamboanga del Norte	10	3	0	13
Zamboanga Sibugay	10	2	0	12
Zamboanga del Sur	10	2	1	13
Regional Office	0	3	0	3
<b>TOTAL</b>	<b>50</b>	<b>14</b>	<b>1</b>	<b>65</b>

For information and guidance of all concerned.

For inquiries, please contact:

**Nelson S. Lasagas**

EPS, CLMD

Contact details: 09972866113 / [nelson.lasagas@deped.gov.ph](mailto:nelson.lasagas@deped.gov.ph)

Immediate and wide dissemination of this advisory is desired.

CLMD/EBP/nsl/Advisory  
087/October 14, 2025

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Republic of the Philippines  
**Department of Education**  
REGIONAL OFFICE IX, ZAMBOANGA PENINSULA



Office of the Regional Director

August 18, 2025

AUG 19 2025

**REGIONAL MEMORANDUM**

No. 450, s. 2025

**REGIONAL TRAINING FOR THE UNTRAINED SCHOOL HEADS IN THE  
LAST MILE SCHOOLS ON MULTIGRADE INSTRUCTION**

To: Schools Division Superintendents  
Chiefs, Curriculum Implementation Division  
Division Multigrade Focal  
This Region

1. The Department of Education (DepEd) Zamboanga Peninsula Region IX, through the Curriculum and Learning Management Division (CLMD) will conduct a Regional Training for the Untrained School Heads in the Last Mile Schools on Multigrade Instruction on November 24-28, 2025 at DepEd NEAP-R, Airport Road, Tiguma, Pagadian City.
2. The training aims to equip school heads with the knowledge and skills essential to multigrade instruction specifically on the development and utilization of various multigrade teaching and learning, implementation of blended learning modalities, teaching reading in the early grades, adoption of appropriate teaching strategies and techniques, classroom management, assessment and monitoring and evaluation.
3. Participants to this training are the untrained school heads in the last mile multigrade schools from all divisions. The following are the number of identified participants, facilitators, welfare personnel and TWG, to wit:

Division	School Heads Participants	TWG/ RPs	Welfare personnel	Total
Dapitan City	2	1	0	3
Dipolog City	3	1	0	4
Isabela City	5	0	0	5
Pagadian City	1	0	0	1
Zamboanga City	6	2	0	8
Zamboanga del Norte	8	3	0	11
Zamboanga Sibugay	8	2	0	10
Zamboanga del Sur	7	2	1	10
Regional Office	0	3	0	3
<b>TOTAL</b>	<b>40</b>	<b>14</b>	<b>1</b>	<b>55</b>

4. **Board and lodging and transportation expenses of all identified participants and resource speakers as well as the supplies and materials will be charged against the 2025 Regional Multigrade Program Support Funds downloaded to SDO while travel and other incidental expenses of TWGs from the regional office shall be charged to 2025 Multigrade PSF under OSEC-9-25-02571, dated April 30, 2025, all are subject to the usual accounting and auditing rules and regulations.**
5. The participants are reminded to bring their maintenance (medicines) if any. First meal to be served is dinner of Day 0 while the last meal is PM snacks of the last day.



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6. Teaching and non-teaching personnel attending the said training shall be granted service credits if the activity falls on holiday, Saturday and Sunday pursuant to the guidelines specified in **DepEd Order No. 53, s. 2003** (*Updated Guidelines on Grant of Vacation Service Credit of Teachers*) and *Compensatory Time-Off (CTO)* per **CSC-DBM Joint Circular No. 2, s. 2004** (*Non-Monetary Remuneration for Overtime Services*), whichever is appropriate and applicable.
7. For information and clarification, please contact the Chief of CLMD Dr. Eugenio B. Penales or the Regional MG Focal Person Nelson S. Lasagas, at mobile number 09972866113/09127593421 or at email address: nelson.lasagas@deped.gov.ph.
8. Immediate dissemination of and strict compliance with this memorandum are hereby directed.

Digitally signed by Legaspi Ruth Fuentes  
DN: CN=Legaspi Ruth Fuentes,  
SERIALNUMBER=012BN0045dcS,  
O=DepEd Regional Office IX, C=PH  
Reason: I am the author of this document  
Location:  
Date: 2025.08.19 16:30:13+0800

**RUTH L. FUENTES, CESO III**  
Regional Director

CLMD/EBP/nsi/RM  
214/August 18, 2025



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TRAINING AND BUDGET PROPOSAL

**PROPONENT OFFICE:**

**CURRICULUM AND LEARNING MANAGEMENT DIVISION (CLMD)**

**PROGRAM NAME:**

**REGIONAL TRAINING OF SCHOOL HEADS IN THE LAST MILE SCHOOLS ON MULTIGRADE INSTRUCTION**

**AMOUNT :**

**P 513,895.00**  
**OSEC-9-25-02571 dated April 30, 2025**

**I. RATIONALE:**

The Department of Education is dedicated to strengthening the implementation of the Multigrade Program in Philippine Education (MPPE) as part of its continuous efforts to support the implementation of the Revised K to 10 Curriculum in the last mile multigrade schools. This goal will be achieved by addressing the unique challenges that significantly affect access to equitable and quality multigrade education. Supporting multigrade requires a substantial investment in the professional growth and development of educators. School Heads in multigrade schools must undergo specialized trainings to effectively cater to the diverse academic abilities, values and management style in their schools. By addressing these challenges, DepEd will guarantee that every learner in multigrade schools is provided with equal opportunities to succeed in their education. Continuous support through workshop, seminars provide school heads with the instructional management skills and strategies necessary to navigate the complexities of a multigrade school.

**A. (Title of Activity)**

**REGIONAL TRAINING OF SCHOOL HEADS IN THE LAST MILE SCHOOLS ON MULTIGRADE INSTRUCTION**

**A.1. Date of Conduct:**

**November 17-21, 2025**

**A.2. Duration of Activity:**

**Five (5) Days**

**A.3. Venue/Platform:**

**NEAP-R/RELC Tiguna  
 Cabatangan, Zamboanga City**

**A.4. Target Participants:**

**40 School Heads from  
 SDOs Handling MG schools  
 3 from RO-TWG, Faci  
 2 from SDO, Zambo. City  
 TWG  
 10 Facilitators from SDOs**

**A.5. ACTIVITY BACKGROUND:**

Instructional leadership plays a pivotal role in shaping the quality of teaching and learning in schools, particularly in multigrade settings where diverse learners need and limited resources present unique challenges. School heads are expected to lead not only in administrative functions but also to guiding pedagogical practices that directly impact student outcomes.

Effective instructional leadership significantly enhances academic performance in multigrade classrooms by fostering a supportive and well-managed learning environment. This underscores the need for school leaders to be equipped with the competencies to supervise instruction and mentor teachers in complex, mixed-grade contexts.



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#### A.6. OBJECTIVES

##### TERMINAL OBJECTIVE:

At the end of the activity, participants are equipped with the knowledge and skills essential to multigrade instruction specifically on the development and utilization of various Multigrade teaching and learning, implementation of blended learning modalities, teaching reading in the early grades, adoption of appropriate teaching strategies and techniques, classroom management, assessment and monitoring and evaluation.

##### ENABLING OBJECTIVES:

Specifically, the regional training aims to:

1. capacitate the identified Multigrade School Administrators in implementing multigrade classes in performing their duties and functions
2. strengthen the instructional leadership capacity of school heads, with a particular focus on the supervision of multigrade classrooms.
3. orient participants on Multigrade Budget of Work aligned with the Revised K to 10 Curriculum.
4. formulate 3-year school action plan for the effective and proper implementation of multigrade program

#### A7. EXPECTED OUTPUTS:

1. A successful conduct of the Regional Training of MG School Heads in the Last Mile Schools on Multigrade Instruction.
2. Capacitated School Administrators in implementing multigrade instruction in performing their duties and functions.
3. Submitted 3-year school action plan for the effective and proper implementation of multigrade program.
4. Attendance and registration sheets

#### A8. Methodology:

Face to Face

Plenary session, lecture, interactive discussion, collaborative workshop, group presentation  
 Participants, facilitators and TWG shall be billeted in the training venue

#### Proposed Activities

Activity	Description	Participants	Expected Output
Opening Program	Welcome messages, inspirational talks, presentation of statement of purpose	All participants, facilitators, TWG	Raised awareness and inspiration
Plenary, lecture, group activities	PPT presentation, workshop	All school heads participants	High participation from participants
Walkthrough of MG Budget of Work	MG BOW Presentation, discussion	All school heads participants	MG Bow
Presentation of outputs	By group	All school heads participants	Soft copy of group presentation





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Formulation of school action plan	Workshop on the formulation of school action plan	All school Heads participants	Submitted school action plan
Presentation of best practices	Sharing of best practices and success stories	Multigrade School Heads	PPT soft copy of best practices
Closing Program and Awarding	Certificate of Recognition for facilitators and certificate of participation for participants	All participants and facilitators, TWG	Documentation of closing program

**A9. Resource Requirement**

- A. Target Participants from SDOs- 40
- B. From Regional Office - TWG - 3
- C. From SDO Zamboanga City - 2
- D. Facilitators from SDOs - 10

**Total - 55**

**A10. Budgetary Requirement** - OSEC-9-25-02571 dated April 30, 2025

Batch	No. of Pax	EXPENSES				TOTAL
		Board & lodging (1,800 x 5/pax)	Supplies	Polo Shirt for TWG and Facilitators		
1	55	495,000.00	12,100.00	6,750.00	-	513,895.00

Prepared by:

**NELSON S. LASAGAS**  
 ES-II, MULTIGRADE FOCAL

Concurred by:

**EUGENIO B. PENALES, ED.D.**  
 CHIEF, CLMD

Recommending Approval as to Content:

**MARIETTA R. ANHAW, ED.D.**  
 Chief, HRDD

Date:

Recommending Approval as to Availability of Fund:

**PEACHY SHANE D. CARANDANG**  
 Chief, Finance Division

Date:

Approved:

**RUTH L. FUENTES, CESO III**  
 Regional Director

Date:



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