

Republic of the Philippines

Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

MEMORANDUM
SGOD-2026-006

TO: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Schools District Supervisors
Select Public Secondary School Heads
All Others Concerned

FROM: **LYNN G. MENDOZA, EdD**
OIC, Schools Division Superintendent

SUBJECT: **PARTICIPATION IN THE AI-POWERED LITERACY TOOLS TRAINING OF THE DEPARTMENT OF EDUCATION AND MICROSOFT PHILIPPINES**

DATE: January 12, 2026

1. Attached is Memorandum HRDD-2026-003 titled "*Participation in the AI-Powered Literacy Tools Training of the Department of Education and Microsoft Philippines*" from the Office of the Regional Director, Dr. Nicolas T. Capulong, CESO III, dated January 6, 2026, regarding the conduct of the **AI-Powered Literacy Tools Training** on **January 17, 2026** from 8:00 a.m. to 5:00 p.m. via **Microsoft Teams Townhall**.
2. Pursuant to Section 4 of Republic Act No. 12028 titled "*Academic Recovery and Accessible Learning (ARAL) Program Act*" and DepED Order No. 018, s. 2025 titled "*Implementing Guidelines of the Academic Recovery and Accessible Learning (ARAL) Program*," this learning and development activity will be delivered to select Grades 7 and 8 English Teachers through learning sessions that demonstrate how Microsoft Reading Coach and Reading Progress can be effectively integrated into classroom instruction.
3. In relation to this, the Division Human Resource Development Committee, through the SGOD-Human Resource Development Section, in coordination with the Curriculum Implementation Division, has identified and endorsed teachers, whose names are listed in *Enclosure 1: Participants in the AI-Powered Literacy Tools Training of the Department of Education and Microsoft Philippines*, based on their identified development needs and following the eligibilities outlined in DM-OULS-2025-217.
4. Participants shall have laptops with installed or updated MS Teams and with active Microsoft Office 365 accounts. The required specifications will aid participants in gaining hands-on experience in administering reading practices, tracking fluency, analyzing learner data, and implementing individualized and small-group interventions based on automated reports.



Address: T. Roque St., Malusak, Boac, Marinduque
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
Email: marinduque@deped.gov.ph
Website: <https://depedmarinduque.com>

5. Furthermore, **the participants concerned are advised to convene in their respective schools, together with their school heads, to ensure optimum learning.** They shall be entitled to vacation service credits in accordance with DepEd Order No. 013, s. 2024 or compensatory time-off pursuant to CSC-DBM Joint Circular No. 2, s. 2024.

6. Subsequent to the aforementioned training activity, the implementation phase (Part B) shall run from January 26, 2026 until the last day of School Year 2025-2026. Throughout the operational period, **all trained teachers and participating schools are strictly required to adopt and integrate the Microsoft Reading Progress and Reading Coach applications into their established reading instruction and remediation activities.**

7. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

/SGOD-HRDS-KDA



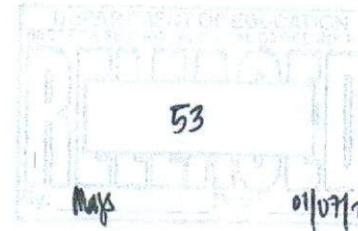
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Website: <https://depedmarinduque.com>

LIST OF PARTICIPANTS
*AI-Powered Literacy Tools Training of the Department
of Education and Microsoft Philippines*

NO.	NAME	SCHOOL	DISTRICT
1	Eleem R. Rabino	Buenavista NHS	Buenavista
2	Charity Z. Sapallo		
3	Maria Glodel Sadiwa		
4	Ma. Corazon R. Sosa		
5	Crystal L. Villar	Bagtingon NHS	
6	Pearly Joy Navisa		
7	Joahnie S. Alconera		
8	Rose Ann M. Lundag		
9	Creselda L. Paulo	Mogpog NCHS	Mogpog
10	Grace M. Logmao		
11	Joan Keizel M. Ventayen		
12	Elma M. Monroyo		
13	Mark Rainier Pernia	Tambangan NHS	Santa Cruz East
14	Ebber R. Manalo	Makapuyat NHS	
15	Asuncion A. Ordillano		
16	Katrina M. Ricrafrente		
17	Allen A. Peregrin	Ipil NHS	Santa Cruz North
18	Marife R. Larosa		
19	Michelle R. Regis		
20	Beverly Q. Roldan	Dolores NHS	
21	Nestle F. Palermo		
22	Rosemare A. Recella		
23	Sharon Agnes P. Niñada		
24	Eunice P. Reginio	Landy NHS	
25	Marnelli T. Rioflorido		
26	Lerma D. Revilla		
27	Sherlyn R. Moldon		
28	Mark Angelo R. Cinto	Botilao NHS	Torrijos
29	Anna Melissa P. Sarona	Tigwi NHS	
30	Razel R. Lining		
31	Marianne P. Rondera		
32	Angie R. Jaranilla		



Republic of the Philippines
Department of Education
MIMAROPA REGION



Office of the Regional Director

MEMORANDUM
HRDD-2026-003

**TO : SCHOOLS DIVISION SUPERINTENDENTS
ALL OTHERS CONCERNED**

FROM : NICOLAS T. CAPULONG, PhD, CESO III
Director IV
Regional Director

**SUBJECT : PARTICIPATION IN THE AI-POWERED LITERACY TOOLS
TRAINING OF THE DEPARTMENT OF EDUCATION AND
MICROSOFT PHILIPPINES**

DATE : January 6, 2026

In view of the Memorandum **DM-OULS-2025-217** dated December 22, 2025 from the Office of the Undersecretary for Learning Systems, the Department of Education, through National Educators Academy of the Philippines (NEAP) and the Bureau of Learning Delivery (BLD) in partnership with Microsoft Philippines, shall conduct the **AI-Powered Literacy Tools Training of the Department of Education and Microsoft Philippines** on **January 17, 2026**, Saturday from 8:00 a.m. to 5:00 p.m. via Microsoft Teams (MS Teams) Townhall.

The training is in pursuant to Section 4 of Republic Act (RA) No. 12028, or the Academic Recovery and Accessible Learning (ARAL) Program Act of 2024 and the Department Order No. 18 s. 2025, or the Implementing Guidelines of the Academic Recovery and Accessible Learning Program.

The identified **participants** of the said training are select **Grade 7 and Grade 8 English Teachers** and are listed in the enclosures of this Memorandum.

For the confirmation of attendance, the identified participants are advised to register online until January 9, 2026 using the link: <https://tinyurl.com/AI-PoweredTraining2026>. Registered participants will receive an email containing the training details and the Town Hall meeting link.

For the complete details of the activity, please refer to the attached documents.



Address: Meralco Avenue corner St. Paul Road, Pasig City
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Email Address: mimaropa.region@deped.gov.ph
Website: depedmimaroparegion.ph



For further details, please email NEAP – Professional Development Division via neap.pdd@deped.gov.ph or call (02)87159919. Alternatively, you may contact **Florinda B. Dimansana**, Chief Education Supervisor and **Sherlito G. Caberto**, Education Program Specialist II – Human Resource Development Division thru email address hrdd.mimaroparegion@deped.gov.ph.

For reference and appropriate action.

HRDD - SGC



Republic of the Philippines

Department of Education

OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

MEMORANDUM

DM-OULS-2025-217

TO : **Regional Directors**
Schools Division Superintendents
School Governance and Operations Division Chief
All Others Concerned

FROM : *Carmela Oracion*
CARMELA C. ORACION
Assistant Secretary
Officer-in-Charge,
Undersecretary for Learning Systems

SUBJECT : **AI-POWERED LITERACY TOOLS TRAINING OF THE DEPARTMENT OF EDUCATION AND MICROSOFT PHILIPPINES**

DATE : **December 22, 2025**

1. Pursuant to Section 4 of Republic Act (RA) No. 12028, or the Academic Recovery and Accessible Learning (ARAL) Program Act of 2024 and Department Order No. 18, s. 2025, or the Implementing Guidelines of the Academic Recovery and Accessible Learning Program, the Department of Education implements the ARAL program to establish a free and effective national learning intervention aimed at ensuring that all learners who are struggling in their lessons, particularly in reading, mathematics, and science, attain the competencies set by DepEd for their respective grade levels.
2. In line with this commitment, the Department of Education, through the **National Educators Academy of the Philippines (NEAP)** and the **Bureau of Learning Delivery (BLD)**, in partnership with **Microsoft Philippines**, will hold the **AI-powered Digital Literacy Training** on **January 17, 2026, Saturday, at 8:00 a.m. to 5:00 p.m.** via Microsoft Teams (MS Teams) Townhall.
3. The training program will be delivered to **select Grade 7 and Grade 8 English Teachers** through learning sessions that demonstrate how **Microsoft Reading Coach** and **Reading Progress** can be effectively integrated into classroom instruction.
4. Subsequent to the mandated training sessions on AI-Powered Literacy Training on January 17, 2026, the implementation phase (Part B) shall run from **January 26, 2026, and will continue until the last day of the School Year 2025-2026.** Moreover, focused preparation interval of one week from **January 19 to 23, 2026** shall be formally allocated to enable teachers to finalize preparatory activities and curriculum planning preceding the official launch of the pilot program. Throughout this operational period, **all trained teachers and designated**

participating schools are strictly required to adopt and integrate the Microsoft Reading Progress and Reading Coach applications into their established reading instruction and remediation activities.

5. Relative to this, eligible participants shall have an existing laptop with installed or updated MS Teams and with an active Microsoft Office 365 account. The required specifications will aid participants in gaining hands-on experience in administering reading practices, tracking fluency, analyzing learner data, and implementing individualized and small-group interventions based on automated reports.
6. All participants are required to register to confirm their participation using this link: <https://tinyurl.com/AI-PoweredTraining2026> until January 09, 2026. Registered participants will receive an email containing the training details and the Town Hall meeting link.
7. The Training Matrix (**Enclosure 1**) and the assigned number of participants from the identified schools in select Schools Division Offices (**Enclosure 2**) are attached for reference and guidance
8. Participants shall be entitled to vacation service credits in accordance with DepEd Order No. 13, s. 2024, titled Revised Guidelines on the Grant of Vacation Service Credits for Teachers, should the activities fall on weekends or holidays.
9. For further queries or clarifications, kindly contact NEAP – Professional Development Division via landline at (02) 8715-9919 or email at neap.pdd@deped.gov.ph, or you may reach Audentes Technologies Inc. (Microsoft Training Partner) via email at m.monge@audentestechologies.com.
10. For immediate dissemination and appropriate action.



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

TRAINING MATRIX

Venue: MS Teams Townhall
Time: 8:00 AM – 5:00 PM

TIME	PROGRAM	PERSON IN CHARGE
7:30 AM – 8:00 AM	Preliminaries	Program Management Team
8:00 AM – 10:00 AM	Reading Coach Basics, Getting Started with Microsoft Reading Progress	Resource Person
10:00 AM – 10:15 AM	<i>Health Break</i>	
10:00 AM – 12:00 NN	Aligning Digital Tools with Learning Objectives/ Embedding Reading Coach and Progress Tools into Daily Lessons	Resource Person
12:00 NN – 1:00 PM	<i>Lunch Break</i>	
1:00 PM – 2:00 PM	Aligning Digital Tools with Learning Objectives/ Embedding Reading Coach and Progress Tools into Daily Lessons <i>(Continuation)</i>	Resource Person
1:45 PM – 2:00 PM	<i>Health Break</i>	
2:00 PM – 4:30 PM	Interpreting Key Metrics in Reading Progress Reports and Creating Flexible Groupings Based on Data	Resource Person
4:30 PM – 5:00 PM	Submission of Outputs and Closing Program	Program Management Team



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230	III	City of San Jose Del Monte	307510	Kaypian National High School	4
231	III	San Fernando City	307603	Panipuan High School	4
232	III	San Fernando City	307611	Northville High School	4
233	III	San Fernando City	502048	San Pedro Integrated School	4
234	III	Gapan City	300829	Cristina David Pascual National High School	4
235	III	Gapan City	300851	San Roque NHS	4
236	III	Tarlac City	300971	Tibag HS	4
237	III	Tarlac City	321401	Matatalaib HS	4
238	III	Tarlac City	300944	Alvindia-Aguso National High School	4
239	III	Tarlac City	321405	Central Azucarera de Tarlac NHS Annex	4
240	III	Science City of Muñoz	500396	Magtanggol IS	4
241	III	Science City of Muñoz	500397	Maragol IS	4
242	III	Mabalacat City	300931	Camachiles National High School	4
243	IV-B	Puerto Princesa	301783	Irawan NHS	4
244	IV-B	Puerto Princesa	301788	Luzviminda National High School	4
245	IV-B	Puerto Princesa	301793	San Jose NHS	4
246	IV-B	Puerto Princesa	301794	San Miguel National High School	4



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247	IV-B	Puerto Princesa	301796	Sicsican NHS	4
248	IV-B	Puerto Princesa	309301	PALAWAN NATIONAL SCHOOL	4
249	IV-B	Puerto Princesa	330506	Sta. Monica High School	4
250	IV-B	Puerto Princesa	300400	Ubaldo L. Conde High School	4
251	IV-B	Marinduque	301535	Buenavista NHS	4
252	IV-B	Marinduque	308805	Bagtingon National High School	4
253	IV-B	Marinduque	301557	Mogpog National Comprehensive High School	4
254	IV-B	Marinduque	301564	Tambangan NHS	4
255	IV-B	Marinduque	301542	Dolores NHS	4
256	IV-B	Marinduque	301545	Ipil National High School	4
257	IV-B	Marinduque	301548	Landy National High School	4
258	IV-B	Marinduque	301566	Tigwi NHS	4
259	IV-B	Occidental Mindoro	301569	Abra de Ilog NHS	4
260	IV-B	Occidental Mindoro	301574	CALINTAAN NATIONAL HIGH SCHOOL	4
261	IV-B	Occidental Mindoro	500029	Lubang Integrated School	4
262	IV-B	Occidental Mindoro	301595	RIZAL NATIONAL HIGH SCHOOL	4
263	IV-B	Occidental Mindoro	301596	Sablayan National Comprehensive High School	4
264	IV-B	Occidental Mindoro	301597	Sablayan NCHS - Claudio Salgado Annex	4
265	IV-B	Occidental Mindoro	301601	San Vicente NHS	4



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266	IV-B	Occidental Mindoro	301581	Ligaya NHS	4
267	IV-B	Occidental Mindoro	301600	Central NHS	4
268	IV-B	Occidental Mindoro	301589	Mapaya National High School	4
269	IV-B	Occidental Mindoro	308905	Barahan NHS - Sinagtala Annex	4
270	IV-B	Oriental Mindoro	301610	Alcadesma NHS	4
271	IV-B	Oriental Mindoro	301618	Bansud NHS - Regional Science High School	4
272	IV-B	Oriental Mindoro	309019	Pag-asa NHS	4
273	IV-B	Oriental Mindoro	309027	Felimon M. Salcedo Sr. MNHS	4
274	IV-B	Oriental Mindoro	301625	Dayhagan NHS	4
275	IV-B	Oriental Mindoro	301622	San Roque NHS	4
276	IV-B	Oriental Mindoro	301623	Bulbugan NHS	4
277	IV-B	Oriental Mindoro	309002	President Diosdado Macapagal MNHS	4
278	IV-B	Oriental Mindoro	301617	Balugo NHS	4
279	IV-B	Oriental Mindoro	301631	Fe del Mundo NHS	4
280	IV-B	Oriental Mindoro	301648	Porfirio Comia MNHS	4
281	IV-B	Oriental Mindoro	309010	Laguna NHS	4



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282	IV-B	Oriental Mindoro	301644	Nabuslot NHS	4
283	IV-B	Oriental Mindoro	301627	Domingo Yu Chu NHS	4
284	IV-B	Oriental Mindoro	309025	Leandro Panganiban Sr. - Tagumpay High School	4
285	IV-B	Oriental Mindoro	309028	Puerto Galera NHS - Dulangan Extension	4
286	IV-B	Oriental Mindoro	301639	Marcelo I. Cabrera Vocational High School	4
287	IV-B	Oriental Mindoro	301612	Macatoc National High School	4
288	IV-B	Palawan	301671	Brooke's Point National High School	4
289	IV-B	Palawan	301711	New Busuanga National High School	4
290	IV-B	Palawan	301688	Cuyo National High School	4
291	IV-B	Palawan	301721	Pawa National High School	4
292	IV-B	Palawan	305586	Manlag National High School	4
293	IV-B	Palawan	301698	Gaudencio Abordo Mem. National High School - Rizal NHS	4
294	IV-B	Palawan	301724	Princess Urduja National High School	4
295	IV-B	Palawan	309108	New Canipo National High School	4
296	IV-B	Palawan	301680	Candawaga National High School	4
297	IV-B	Palawan	301702	Jose P. Rizal National High School	4
298	IV-B	Palawan	301669	Bato National High School	4
299	IV-B	Palawan	301679	Calawag National High School	4
300	IV-B	Palawan	301699	Gov. Alfredo Abueg Sr. National Technology & Vocational Memorial High School	4



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301	IV-B	Palawan	502210	Narra Integrated School	4
302	IV-B	Palawan	301731	Roxas National Comprehensive High School	4
303	IV-B	Palawan	301703	Liminangcong National High School	4
304	IV-B	Romblon	301747	Alcantara National High School	4
305	IV-B	Romblon	301755	Cambalo NHS	4
306	IV-B	Romblon	309207	Agutay NHS	4
307	IV-B	Romblon	301757	Corcuera National High School	4
308	IV-B	Romblon	301765	LOOC NATIONAL HIGH SCHOOL	4
309	IV-B	Romblon	309203	Buenavista National High School	4
310	IV-B	Romblon	301774	Santa Maria NHS	4