



Republic of the Philippines
Department of Education
MIMAROPA Region
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

December 18, 2023

DIVISION MEMORANDUM
NO. 83, S. 2023

**MICROLEARNING ON PLAN ADJUSTMENTS TOWARD NURTURING THE
EFFECTIVENESS OF SERVICE DELIVERY IN THE IMPLEMENTATION
OF K TO 12 CURRICULUM**

To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
All Others Concerned

1. The Schools Division of Marinduque, through the Curriculum Implementation Division, will conduct the **“Microlearning on Plan Adjustments Toward Nurturing the Effectiveness of Service Delivery in the Implementation of K to 12 Curriculum”** on December 21-22, 2023 at Mogpog Central School, Gitnang Bayan, Mogpog, Marinduque.

2. The activity has the following objectives:

- a) identify the different milestones of CID Programs/ Projects/ Activities, and District Accomplishments;
- b) evaluate the effectiveness of the implementation of the different PPAs by identifying bottlenecks, lags, issues, and concerns; and
- c) craft/ develop Plan Adjustments.

3. Participants in this activity are the Curriculum Implementation Division Personnel.

4. The Training Matrix and the Program Management Team (PMT) are attached to this Memorandum.

5. Immediate dissemination of the contents of this Memorandum is desired.


LYNN G. MENDOZA, EdD
OIC – Schools Division Superintendent

Encl. As stated
Reference: None
To be indicated in the Division Perpetual Index
under the following subjects:

EVALUATION
PROJECTS

MONITORING AND EVALUATION

PROGRAMS

TRAINING MATRIX

Day 1 (December 21, 2023)		
Time	Activities	Facilitator/ In-Charge
7:00 – 8:00 AM	Arrival and Registration	PMT
8:01 - 8:30 AM	Opening Program	PMT
8:31 – 9:30 AM	Making Plan Adjustments: The What, When & How to Make Adjustments	Mr. John M. Chavez CES - CID
9:31 – 9:46 AM	Health Break	
9:47 – 10:46 AM	How to Adjust Work and Financial Plans Using the PMIS	Mrs. Marisol O. Luarca Planning Officer III
10:47 – 11:00 AM	Presentation of CID Projects & Activities' Status & BLICs	Education Program Supervisors
11:01 – 12:00 NN	Presentation of CID Projects & Activities' Status & BLICs	Education Program Supervisors
12:01 – 12:50 NN	Lunch Break	
12:51 – 1:00 PM	Unfreezing Activity	
1:01 – 2:30 PM	Presentation of District Accomplishments & BLICs	Public Schools District Supervisors
2:31 – 2:45 PM	Health Break	
2:46 – 4:00 PM	Presentation of District Accomplishments & BLICs	Public Schools District Supervisors
4:01 – 5:00 PM	Open Forum	
Officer of the Day	Mrs. Jelly L. Sore	

Day 2 (December 22, 2023)		
Time	Activities	Facilitator/ In-Charge
7:30 – 8:00 AM	Management of Learning	AVP
8:01 - 9:30 AM	Workshop on Plan Adjustment	EPSs & PSDSs
9:31 – 9:46 AM	Health Break	
9:47 – 12:00 NN	Continuation of Workshop on Plan Adjustment	EPSs & PSDSs
12:01 – 1:00 PM	Lunch Break	
1:01 – 1:10 PM	Unfreezing Activity	
1:11 – 4:00 PM	Presentation of Adjusted Plans	EPSs & PSDSs
4:00 – 4:30 PM	Closing Remarks	
Officer of the Day	Mrs. Myra R. Labay	

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Lead to Excel. Excel to Lead.”*



PROGRAM MANAGEMENT TEAM

Program Manager	<ul style="list-style-type: none"> • Mr. John M. Chavez Chief Education Supervisor, CID
Learning Manager	<ul style="list-style-type: none"> • Dr. Nestor T. Rualo Education Program Supervisor
Resource Persons/ Facilitators	<ul style="list-style-type: none"> • Mrs. Marisol O. Luarca Planning Officer III • All Education Program Supervisors • All Public Schools District Supervisors
Documenters	<ul style="list-style-type: none"> • Mrs. Charmain J. Mogol Librarian II
Secretariat	<ul style="list-style-type: none"> • Miss Eloisa Grace Najora
Logistic Officers	<ul style="list-style-type: none"> • Dr. Josephine V. Marciano Public Schools District Supervisor,
Finance Officers	<ul style="list-style-type: none"> • Mrs. Florie M. Regencia Education Program Supervisor, Filipino • Dr. Maria Lourdes P. Ricohermoso Public Schools District Supervisor, Sta. Cruz East

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