



Republic of the Philippines  
**Department of Education**  
MIMAROPA REGION  
SCHOOLS DIVISION OF MARINDUQUE



Office of the Schools Division Superintendent

February 14, 2024

**DIVISION MEMORANDUM**  
No. 15, s. 2024

**DIVISION TRAINING ON INSTRUMENTATION AND IMPROVISATION IN  
MATHEMATICS TEACHING AND LEARNING**

TO: Assistant Schools Division Superintendent  
Chief Education Supervisor, CID/ SGOD  
Public Schools District Supervisors  
Select Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office, through the Curriculum Implementation Division (CID), shall conduct **Division Training on Instrumentation and Improvisation in Mathematics Teaching and Learning** on February 23-24, 2024 at Division Conference Hall and Don Luis Hidalgo Memorial School Hall.
2. This training aims to:
  - a. rationalize the importance of instrumentation and improvisation in developing mastery of essential learning competencies in Mathematics; and
  - b. design improvised teaching and learning materials/ resources using design thinking process for the actual classroom teaching and learning.
3. Participants in this activity are select Elementary and Secondary Mathematics Teachers and District Mathematics Coordinators. The list of participants per district is contained in Enclosure No.1 while the Activity Matrix is in Enclosure No. 2.
4. Participants are reminded to bring with them their laptops, portable WIFI, materials for making manipulative teaching materials in Mathematics and extension wires for workshops and other activities. Further, they are requested to bring their own food provision during the training.
5. All trainers and participants are entitled to one (1) day Compensatory Time-Off (CTO) / Service credits in lieu of February 24, 2024 which fall on Saturday per DepEd Order No. 53, s. 2023 titled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers".
6. The host district is requested to prepare the venue with chairs and tables for the participants, projector, sound system, and a short opening program.

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7. School Heads of the teachers-participants are advised to make necessary arrangement for the Catch-Up Fridays classes of the teachers who will attend the training.

8. For wide dissemination.



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

Encls: As stated

Reference: RM No.152, s.2023

To be indicated in the Perpetual Index

Under the following subjects:

ELEMENTARY EDUCATION  
JUNIOR HIGH SCHOOL  
LEARNING AREA, MATHEMATICS  
TEACHERS  
TRAINING PROGRAMS

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Enclosure No.1 to Division Memorandum No. 15, s. 2024

**List of Elementary and Secondary Mathematics Teachers-Participants**  
(February 23-24,2024)  
(Division Conference Hall and Don Luis Hidalgo Memorial School Hall)

NAME	SCHOOL	DISTRICT
1.Cristy Cynthia T. Riego	Masaguisi ES	Santa Cruz East
2.Analiza D. Pernia	Devilla ES	
3.Genelyn J. Regio	SCE Central School	
4.Floro R. Zulueta	Tagum ES	
5.Aimee Kimberly P. Puente	Makapuyat NHS	
6.Reynel John R. Quindoza	Alobo NHS	
7.Elizabeth Z. Baldoria	Tambangan NHS	
8.Roselie Perigrin	Kaganhao ES	Santa Cruz South
9.Melanie Portento	Maniwaya ES	
10.Evelyn Plata	Buyabod ES	
11. Marieta Sobredilla	Matalaba ES	
12. Bernadette Narzoles	Polo NHS	
13. Jerson Lumbre	Maniwaya NHS	
14.Josefina E. Alba	Kilo Kilo NHS	
15.Milagros M. Diona	Dolores ES	Santa Cruz North
16. Marilyn D. Alva	SCNCS	
17. Aldrin Q. Reynoso	Kamandugan ES	
18.Quinne Vette P. Pedernal	Punong NHS	
19.Jennifer M Pastrana	Ipil NhS	
20. Lorenda R.Caeg	Botilao ES	
21. Jennifer M. Pastrana	Ipil NHS	
22.Ramonito J, Lamar	Malibago ES	Torrijos
23.Irish R. Matienzo	Matuyatuya Es	
24. Liberty Fabrero	Tigwi ES	
25. Diolita J. Zoleta	Torrijos CS	
26. Rimberty Principe	Bangwayin ES	
27.Aurelie M, Mirones	Torijos Senior HS	
28.Amelyn O. Batas	Poctoy NHS	
29.Lilibeth R. Rivero	Lipata ES	Buena Vista District
30.Janelyn B. Mataac	Sihi ES	
31. Margie M. Grimaldo	Tungib ES	
32.Maribert S. delos Santos	Bicas-Bicas ES	
33.Jesebel J. Saporna	Daykitin NHS Annex	
34.Lorrielyn R. Apostol	Bagacay NHS Annex	
35.Josias T. Salvacion	Buena Vista NHS Main	

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36. Maria Corazon Montenegro	Bangbang ES	Gasan District
37. Romar S. Sol	Quatis ES	
38. Jerwin Saguid	Cabugao ES	
39. Maribeth R. Lumalang	Pangi ES	
40. Elena M. Maring	Banuyo ES	
41. Jomar M. Historillo	Tigion NHS	
42. Fidel S. Embing	Bangbang NHS	
43. Aika C. Saporna	Bangbangan ES	Boac South District
44. Venus M. Lastra	Cawit ES	
45. Joven Novenario	Mainit ES	
46. Rose Ann O. Larga	Mansiwat ES	
47. Julius M. Maderazo	Don Severino LMS	
48. Ronalyn Malucong	Cawit Comprehensive NHS	Boac North District
49. Gene M. Jarabe	Cawit Comprehensive NHS	
50. Evangeline M. Saez	Lupac-Tabigue	
51. Victor M. Mayacyac	Don Luis HMS	Boac North District
52. Donna M. Osmillo	Balimbing ES	
53. Laarni Manahan	Poras ES	
54. Wilma M. Macaraig	Marinduque NHS	
55. Genalyn M. Magcarang	Marinduque NHS	
56. Tito L. Tirol Jr	Marinduque NHS	
57. Princess O. Monteagudo	Sumanga ES	Mogpog District
58. Maria Cynthia R. Mistal	Balanacan ES	
59. Daisy R. Quizada	Paye ES	
60. Emalyn L. Marciano	Mogpog CS	
61. Eugene L. Minorca	Balanacan NHS	
62. Ferdinand M. Jardeliza	Butansapa NHS	
63. Roy M. Merlin	Mogpog NCHS	

### DISTRICT MATH COORDINATORS

NAME	DISTRICT
1. Edwin M. Osinsao	Boac North District
2. Clarissa O. De Guzman	
3. Mary Amor F. Jandusay	Boac South
4. Dino S. Nepomuceno	
5. Marvin M. Jinao	Buenavista District
6. Leonardo G. Ricahuerta	
7. Leo L. Mapacpac	Mogpog District
8. Michael Lou L. Monsanto	
9. Venus Adonis	Gasan District
10. Marivic M. Zamora	
11. Gerry P. Rivamonte	Sta Cruz East
12. Lorna R. Alojado	
13. Allan M. Fajardo	Sta. Cruz South

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14. Anna Liza M. Retardo	
15. Randy P. Piramo	Sta Cruz North
16. Lino P. Penaredonda	
17. Joselito P. Linga	Torrijos District
18. Christopher Recana	
19. Dr. Cherry Ann F. del Mundo Jalos	

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Enclosure No.2 to Division Memorandum No. 115, s. 2024

**INSTRUMENTATION AND IMPROVISATION IN MATHEMATICS TEACHING AND LEARNING**

**ACTIVITY MATRIX**

<b>DAY 1</b>			
<b>SCHEDULE</b>	<b>SESSION TITLE</b>	<b>DESCRIPTION</b>	<b>Resource Person</b>
7:30 - 8:00 AM (30 minutes)	Arrival & Registration		Program Management Team
8:00 – 8:45 AM (45 minutes)	Opening Program Preliminaries <ul style="list-style-type: none"> <li>• Philippine National Anthem</li> <li>• Ecumenical Prayer</li> <li>• DepEd Quality Policy Statement</li> <li>• DepEd MATATAG AVP</li> <li>• Acknowledgement of Participants</li> <li>• Activity Norms</li> <li>• Welcome Remarks</li> <li>• Statement of Purpose</li> <li>• Leveling of Expectations</li> <li>• Activity Objectives and Matrix</li> <li>• House Rules &amp; Reminders</li> </ul>		Program Management Team
8:45 – 9:45 AM (60 minutes)	<b>Plenary 1:</b> Improvisation and Developing an Improvisational Mindset	This lecture defines the term “improvisation” in the context of science and mathematics teaching and learning. It will also describe the attitudinal traits (i.e., willingness to explore and experiment, reflexive and reflective thinking, etc.) that must be acquired in order to gain skills and confidence in improvisation and its use in developing innovative, immersive, and effective materials and lessons in science and mathematics.	<b>Mrs. Naida R. Quinto</b> Master Teacher II Tapián Elementary School
9:45-10:00 AM (15 minutes)	<b>Health Break</b>		
10:00 – 11:00 NN (60 minutes)	<b>Plenary 2:</b> The TPACK Framework and	This lecture will particularly emphasize design thinking (student as “user”) to set the tone for the	<b>Ms. Minerva R. Pielago</b> Teacher III

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	Model in Teaching and Learning Science and Mathematics	workshop on applying design thinking in improvisation.	Matalaba National High School
11:00 – 12:00 PM (60 minutes)	<b>Plenary 3:</b> Improvisation and Design Thinking in Science and Mathematics	This session will show how design thinking will be applied to instrumentation and improvisation.	<b>Mrs. Mildred R. Oliva</b> Master Teacher I Lusok Elementary School
12:00- 1:00 PM (60 minutes)		<b>Lunch</b>	
1:00 – 3:00 PM (120 minutes)	<b>Workshop 1:</b> Instrumentation and Improvisation in Mathematics	In this session, participants will design and construct improvised products that will respond to a particular problem or situation.	<b>Mrs. Niña Bernadette C. Par</b> Teacher I Matalaba National High School
3:00 – 3:15 PM (15 minutes)		<b>Health Break</b>	
3:15 – 4:30 PM (75 minutes)	<b>Workshop 2:</b> Using Instrumentation and Improvisation for Teaching through Problem-Solving (TTP)	(This is a “traditional” session in inquiry.) In this session, participants will act as students in a simulated lesson that includes instruments and/or learning materials. At the end of the simulation, participants shall determine the appropriateness of the use of instruments and/or improvised materials, as well as discuss how the lesson and the materials may be improved.	<b>Ms. Lowellyn R. Peñaredonda</b> Teacher II Landy National High School
In Charge of Opening		Dr Cherry Ann F. del Mundo Lorna Alojado Mary Amor F. Jandusay Michael Lou Monsanto Clarissa De Guzman	
Officer of The Day		Leonardo Ricahuerta Marvin Jinao, Randy Piramo Edwin Osinsao	<b>Day 1</b>

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<b>DAY 2</b>			
7:30 – 8:00 AM (30 minutes)	<b>Management of Learning</b>		
8:00 – 10:00 AM (120 minutes)	<b>Workshop 3:</b> Developing STEM Skills Through Student-Led Improvisation	In this session, participants will take on the role of students in order to design and construct improvised products that will respond to a particular problem or situation.	<b>Mrs. Naida R. Quinto</b> Master Teacher II Tapián Elementary School
10:00-9:15 AM (15 minutes)	<b>Health Break</b>		
9:15 – 11:15 AM (120 minutes)	<b>Workshop 4:</b> The Use of Instruments and Improvised Materials in Assessment	In this session, participants will experience how to use instruments and/or improvised materials for different types of assessment (e.g. formative, summative, performance assessment, etc.)	<b>Mrs. Niña Bernadette C. Par</b> Teacher I Matalaba National High School
11:15 – 12:00 PM (45 minutes)	<b>Workshop 5:</b> Preparing Lessons using Instruments and/or Improvised Materials	Participants will be organized into groups for this session to prepare a lesson (and write the lesson plan) using design thinking steps. Participants will be asked to present an accomplished design thinking template (from empathize to prototype) for critique before the session ends.	<b>Mrs. Mildred R. Oliva</b> Master Teacher I Lusok Elementary School
12:00-1:00 PM (60 minutes)	<b>Lunch</b>		
1:00 – 2:30 PM (90 minutes)	<b>Continuation Workshop 5:</b> Preparing Lessons using Instruments and/or Improvised Materials	Participants will be organized into groups for this session to prepare a lesson (and write the lesson plan) using design thinking steps. Participants will be asked to present an accomplished design thinking template (from empathize to prototype) for critique before the session ends.	<b>Mrs. Mildred R. Oliva</b> Master Teacher I Lusok Elementary School
2:30 – 2:45 PM (15 minutes)	<b>Health Break</b>		
2:45 – 4:00 PM (75 minutes)		Presentation of outputs and critiquing Final Instructions Action Planning Evaluation	
4:00 – 4:30 PM (30 minutes)		Closing Ceremonies Prayer Nationalistic Song	Program Management Team

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		Insights/Impression Message Awarding of Certificates Group Photo	
In Charge of Closing Program		Venus Adonis Marivic L.Zamora Leo Mapacpac	Day 2
Officer of the Day		Joselito Linga.- Christopher Recana Anna Liza Retardo, Gerry P. Rivamonte	Day 2

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