



Republic of the Philippines
Department of Education
 SCHOOLS DIVISION OF MARINDUQUE

Department of Education
 Division of Marinduque
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Office of the Schools Division Superintendent

February 27, 2025

DIVISION MEMORANDUM

No. 037, s. 2025

RECONSTITUTION OF THE SCHOOLS DIVISION RESEARCH COMMITTEE

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

1. Pursuant to **DepEd Order No. 16, s. 2017**, also known as **Research Management Guidelines**, the Department of Education recognizes the need to strengthen the research culture within the schools division by ensuring the alignment of the research initiatives and the research agenda. The Schools Division Research Committee (SDRC) plays a critical role in effective management, monitoring, and implementation of research-related activities that support evidence-based decision-making and continuous improvement in basic education.

2. To further enhance the research management system, this Office announces the reconstitution of the Schools Division Research Committee (SDRC) as follows:

Schools Division Research Committee

Chairperson	Assistant Schools Division Superintendent (ASDS)	Mabel F. Musa, PhD
Co-Chairpersons	Chief, School Governance and Operations Division Chief, Curriculum Implementation Division	Ma. Cecilia S. Manay John M. Chavez
Adviser	Schools Division Superintendent	Lynn G. Mendoza, EdD

Members

Senior Education Program Specialist for Planning and Research	Bernadith R. Lacerna
Accountant	John Dhelter P. Pastrana
Budget Officer	Arlene M. Marasigan



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By Learning Area

Area	Regular	Alternate
English	Jelly L. Sore <i>Education Program Supervisor, English</i>	Maridel G. Lincallo <i>Public Schools District Supervisor, Buenavista</i>
Filipino	Florie M. Regencia <i>Education Program Supervisor, Filipino</i>	Myra R. Labay <i>Public Schools District Supervisor, Boac South</i>
Science	Ma. Shiela S. Saet, EdD <i>Education Program Supervisor, Science</i>	Aurea M. Mazo <i>Public Schools District Supervisor, Boac North</i>
Mathematics	Freddie M. Malabayabas <i>Education Program Supervisor, Mathematics</i>	Dingson A. De Sena, EdD <i>Public Schools District Supervisor, Torrijos</i>
Araling Panlipunan	Nestor T. Rualo, EdD <i>Education Program Supervisor, AP</i>	Joven M. Mogol, EdD <i>Public Schools District Supervisor, Torrijos</i>
Technology and Livelihood Education	Rolito M. Dela Cruz <i>Education Program Supervisor, TVL</i>	Elvin C. Perlas, PhD <i>Public Schools District Supervisor, Gasan</i>
Edukasyon sa Pagpapakatao/GMRC/ ADM	Jennifer E. Monte, PhD <i>Edukasyon sa Pagpapakatao/ GMRC/ADM</i>	Constancia R. Vasco <i>Public Schools District Supervisor, Santa Cruz South</i>
Music, Arts, Physical Education and Health	Jay P. Peña, PhD <i>Public Schools District Supervisor, Santa Cruz East</i>	Maria Lourdes P. Ricohermoso, EdD <i>Public Schools District Supervisor, Santa Cruz North</i>
Special Needs Education/Kinder/ Multigrade	Romualdo O. Magculang <i>Education Program Supervisor, SNED/</i>	Warlito P. Constantino <i>Public Schools District Supervisor, Mogpog</i>
Alternative Learning System (ALS)	Rolito M. Dela Cruz <i>Education Program Supervisor, ALS Focal Person</i>	Michelle M. Mutya <i>Education Program Specialist II</i>
Learning Resource Management System	Mariam B. Rivamonte, EdD <i>Education Program Supervisor</i>	Charmain J. Mogol <i>Librarian II</i>

By Invitation (Legal Officer and /or Focal Person of concerned division/ learning area/ section/ program

Office of the Schools Division Superintendent – Legal Unit	Atty. Ayzel Lea R. Palmero <i>Attorney III</i>
Special Programs and Projects	Maita M. Lazares <i>Education Program Supervisor</i>
Information Technology Office	Engr, David M. Zoleta Jr. <i>Information Technology Officer I</i>
Administrative Services	May Bernadeth O. De la Rosa <i>Administrative Officer V</i>

Secretariat (School Governance and Operations Division)

Chairperson	Fretzie P. Alcantara, EdD <i>Senior Education Program Specialist School Management, Monitoring & Evaluation</i>
Vice-Chairperson	Kyle David V. Atienza <i>Senior Education Program Specialist Human Resource Development</i>
Members	Marisol O. Luarda <i>Planning Officer III</i>
	Glaiza T. Palatino <i>Project Development Officer I</i>

3. The Schools Division Research Committee (SDRC) is expected to fulfill the designated duties and responsibilities stipulated in DepEd Order No. 16, s. 2017 (Research Management Guidelines) which are stated as follows:

3.1. Provide directions on research initiatives through the national and local Basic Education Research Agenda, and other identified priority research areas in the schools division;

3.2. Evaluate and approve research proposals and other related research initiatives from the schools and community learning centers (CLCs) to be funded under BERF;

3.3. Evaluate and approve research proposals and other related research initiatives within the schools division to be funded by other fund sources;

3.4. Forge partnership with academic and research institutions, government agencies, and other DepEd offices on education research initiatives and projects;

3.5. Prepare and submit reports to the Regional Research Committee (RRC) on all research initiatives conducted in the schools division from all fund sources;

3.6. Resolve emerging issues on the management and conduct of research;

3.7. Ensure that cost estimates fall under the existing accounting and auditing rules and regulations; and

3.8. Endorse approved school level proposals to the Regional Office for confirmation and release of funds under BERF.

4. Furthermore, the SDRC are requested to participate in schools division research-related activities, such as division research colloquium, research summit and SDRC meetings to stay updated on research development and address concerns regarding research implementation in the schools division.

5. The School Governance and Operations Division (SGOD), which serves as the SDRC Secretariat are tasked to the following:



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- 5.1. Organize, coordinate, and document meetings of the Committee;
 - 5.2. Conduct an initial screening of submitted proposals for compliance with submission guidelines;
 - 5.3. Aid SDRC members in recommending proposals for approval as per criteria and scoring template provided in Annex 4;
 - 5.4. Liaise with academic and research institutions, government agencies, and other DepEd offices in the conduct of the research;
 - 5.5. Provide technical assistance to researchers on the conduct of their studies;
 - 5.6. Conduct periodic monitoring on research initiatives in schools and community learning centers (CLCs) within the division;
 - 5.7. Prepare periodic report on accomplishments related to division research activities; and
 - 5.8. Prepare complete staff work I support of the Committee's function as needed.
6. In addition, the Technical Working Committee (TWC) shall conduct an initial technical evaluation of research proposals prior to the SDRC evaluation composed of the following:

Technical Working Committee

Statisticians	<p>Edson R. Sapungan <i>Secondary School Teacher III</i> <i>Bangbang National High School</i></p> <p>Lowellyn R. Peñaredonda-Yara <i>Secondary School Teacher II</i> <i>Landy National High School</i></p> <p>Eugene L. Menorca <i>Secondary School Teacher III</i> <i>Balanacan National High School</i></p> <p>Paolo Andrew N. Pantoja <i>Secondary School Teacher II</i> <i>Landy National High School</i></p> <p>Roel M. Rey <i>Secondary School Teacher I</i> <i>Landy National High School</i></p>
Other Members	<p>Ma. Leonora D. Imperio <i>Principal II</i> <i>Alobo Elementary School</i></p> <p>Arline M. Mayo <i>Principal II</i> <i>Duyay ES</i></p>

	<p>Dr. Gina M. Mapacpac <i>Principal II</i> <i>Nangka Elementary School</i></p> <p>Dr. Cherry Ann F. Del Mundo-Jalos <i>Principal I</i> <i>Poctoy National High School</i></p> <p>Dr. Kathryn S. Asuncion <i>Principal III</i> <i>Tiguion Elementary School</i></p> <p>Erlan M. Maming <i>Principal III</i> <i>Gasan Central School</i></p> <p>Mae Laarni M. Saporna <i>Principal I</i> <i>Yook National High School</i></p>
Language Experts	<p>Elizabeth R. Paralejas <i>Principal I</i> <i>Matuyatuya National High School</i></p> <p>Maxima R. Marquez <i>Principal II</i> <i>Matalaba National High School</i></p> <p>Ma. Cristina P. Mangana <i>Principal I</i> <i>Kasily Elementary School</i></p> <p>Bernadette M. Ricafrente <i>Principal I</i> <i>Alobo National High School</i></p> <p>Mylene Jasmine L. Rolloque <i>Principal II</i> <i>Dawis Elementary School</i></p> <p>Caren Pe M. Mapacpac <i>Secondary School Teacher II</i> <i>Marinduque National High School</i></p> <p>Madel M. Menorca <i>Secondary School Teacher II</i> <i>Balanacan National High School</i></p> <p>Fritzie Zarah F. Macdon <i>Secondary School Teacher II</i> <i>Buenavista National High School</i></p> <p>Marjolyn C. Mortel <i>Secondary School Teacher I</i> <i>Cawit National Comprehensive High School</i></p>

7. Should there be clarifications regarding the issuance, you may coordinate with Bernadith R. Lacerna, Senior Education Program Specialist for Planning and Research through this email address bernadith.lacerna001@deped.gov.ph.

8. For information, guidance and compliance of all concerned.


LYNN G. MENDOZA, EdD
Schools Division Superintendent 

Encl: As stated

Reference: DepEd Order No. 16, s. 2017

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

COMMITTEES EVALUATION POLICY RESEARCH OR STUDIES

SGOD - P&R - BRL



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