



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF LUCENA CITY

15 January 2024

DIVISION MEMORANDUM
SGO-2024-004

**DIVISION ROLLOUT OF HIGHER ORDER THINKING SKILLS PROFESSIONAL
LEARNING PACKAGES (HOTS-PLPs) FOR ENGLISH, SCIENCE, AND
MATHEMATICS TEACHERS (BATCH 2)**

TO : OIC – Asst. Schools Division Superintendent
Chief Education Supervisors – SGOD & CID
Unit Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. Relative to **Regional Memorandum No. 391, s. 2023** titled “*Regional Training of Trainers (RToT) for Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for English, Science and Mathematics Teachers*”, the Schools Division of Lucena City through School Governance and Operations Division in collaboration with the Curriculum Implementation shall conduct the “**Division Rollout of HOTS-PLPs for English, Science and Mathematics Teachers**” on **January 24-27, 2024** (8:30 a.m. to 5:00 p.m.) at **St. Jude Multi-Purpose Cooperative** (Coop Hotel and Event Center), Tayabas City.

2. The activity aims to support English, Science and Mathematics Teachers in performing pedagogy and assessment practices that promote higher order thinking skills.

3. The participants shall register through <http://tinyurl.com/LCN-REGISTRATION-HOTSPLPS-2024> on or before **January 19, 2024**, and shall attend the virtual orientation on **January 23, 2024**, at **3:00 – 5:00 p.m.** The orientation aims to discuss the matrix of activities, work application projects and other matters related to the conduct of the said training.

4. Participants shall arrive at the training venue at **7:00 a.m.** for distribution of the training kit and breakfast. The opening program will formally start at exactly **8:30** in the morning.

5. The lists of participants, learning managers and facilitators, process observers, members of the technical working group, and as well as the matrix of activities are enclosed in this Memorandum for your reference.



Address: Lucena West I ES Compound, M.L. Tagarao St. Brgy. Ilayang Iyam, Lucena City
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Website: depedlucena.com

6. All the participants, learning facilitators / resources speakers and members of the technical working committee who will render services on **January 27, 2024 (Saturday)** shall be entitled to a **One-day Service Credit** for the **teaching personnel** as per **DepEd Order No. 53, s. 2003** on “*Updated Guidelines on Grant of Vacation Service Credits to Teachers*” while **One-day Compensatory Time Off (CTO)** for the **non-teaching personnel** as per **Civil Service Commission (CSC)** and **Department of Budget Management (DBM) Joint Circular No. 2, s. 2004** on “**Non-Monetary Renumeration for Overtime Service Rendered**” to compensate the services they will render beyond the working hours.
7. The cost of food, training venue, materials, and other incidental expenses relative to the conduct of this activity shall be charged against **Division HRTD Funds** while transportation expense of teachers shall be charged to their respective **School MOOE** subject to the usual accounting and auditing rules and regulations.
8. Should there be queries or other concerns pertaining to the activity, you may contact **Mr. Rolan B. Catapang** or **Ms. Barbara Jane E. Barron**, Human Resource Development Specialists on telephone numbers **(042) 421-4161, 421-4162** or **421-5137** loc. **234**.
9. Immediate dissemination of this Memorandum is desired.


SUSAN DL. ORIBIANA
Schools Division Superintendent 

Enclosure 1:

MATRIX OF ACTIVITY

TITLE OF ACTIVITY: Division Rollout of Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for English, Science, and Mathematics Teachers (Batch 2)

DATE OF ACTIVITY: January 24-27, 2024

Day 1: January 24, 2024 (Wednesday)		
TIME	TOPIC / ACTIVITY	PERSON RESPONSIBLE
7:30-8:30 a.m.	Arrival and Registration Breakfast	c/o Respective Class Managers
8:30-9:30 a.m.	OPENING PROGRAM - Philippine National Anthem - Opening Prayer - SDO Lucena Hymn - Acknowledgement of Participants - Welcome Remarks - Inspirational Message - Rationale, Objectives & Matrix	AVP AVP AVP Barbara Jane E. Barron <i>EPS II – HRD</i> Phillip B. Gallendez <i>OIC- ASDS</i> Susan DL. Oribiana, CESO V <i>Schools Division Superintendent</i> Rolan B. Catapang <i>SEPS – HRD</i>
9:30-10:15 a.m.	- Levelling of Expectations - Pretest	<i>Respective Learning Managers</i>
10:16-10:30 a.m.	HEALTH BREAK	
11:00-12:00 p.m.	Session 1: Walkthrough of Resources (<i>Teacher's Resources & Mentor's Guide</i>)	<i>Respective Learning Facilitators</i>
12:00-1:00 p.m.	LUNCH BREAK	
1:00-1:30 p.m.	Session 1: (continuation) Walkthrough of Resources (<i>Teacher's Resources & Mentor's Guide</i>)	<i>Respective Learning Facilitators</i>
1:31-2:30 p.m.	Session 2A: SOLO and HOTS in the Classroom - Multi-tasking - LOTS and HOTS	<i>Respective Learning Facilitators</i>
2:31-3:00 p.m.	HEALTH BREAK	
3:01-4:00 p.m.	Session 2B: SOLO and HOTS in the Classroom Bloom's Taxonomy and its	<i>Respective Learning Facilitators</i>

	applicability in teaching-learning and its limitations and concerns • Overview of SOLO taxonomy • SOLO taxonomy's application in assessment practices • Principles underlying the application of SOLO taxonomy in the classroom • Practical examples and strategies for implementing SOLO taxonomy in the classroom	
4:00-4:30 p.m.	Wrap-up / Reminders / Debriefing	PMT

Day 2: January 25, 2024 (Thursday)		
TIME	TOPIC / ACTIVITY	PERSON RESPONSIBLE
7:30-8:30 a.m.	Arrival and Registration Breakfast	<i>c/o Respective Class Managers</i>
8:31-9:00 a.m.	Management of Learning • Opening Prayer • Nationalistic Song • Energizer • Recapitulation • Reminders	<i>c/o Respective Class Managers</i>
9:01-10:00 a.m.	Session 2B: (continuation) SOLO and HOTS in the Classroom	<i>Respective Learning Facilitators</i>
10:01-10:30 a.m.	HEALTH BREAK	
10:31-12:00 p.m.	Session 2C: SOLO and HOTS in the Classroom • Higher Order Thinking Skills (HOTS) in the classroom • Words used for Lower and Higher levels in the Original SOLO Model • SOLO Assessment (Qualitative, Closed-Items, Open-Ended Items, Writing a Super Item)	<i>Respective Learning Facilitators</i>
12:00-1:00 p.m.	LUNCH BREAK	
1:01-1:30 p.m.	Session 2C: (continuation) SOLO and HOTS in the Classroom	
1:31-2:30 p.m.	Session 3: Learning Approaches that support SOLO and HOTS in the Classroom	
2:31-3:00 p.m.	HEALTH BREAK	
3:01-4:30 p.m.	Session 3: (continuation)	
4:31-5:00 p.m.	Wrap-up / Reminders / Debriefing	PMT

Day 3: January 26, 2024 (Friday)		
TIME	TOPIC / ACTIVITY	PERSON RESPONSIBLE
7:30-8:30 a.m.	Arrival and Registration Breakfast	<i>c/o Respective Class Managers</i>
8:31-9:00 a.m.	Management of Learning • Opening Prayer • Nationalistic Song • Energizer • Recapitulation • Reminders	<i>c/o Respective Class Managers</i>
9:01-9:30 a.m.	Session 4A: HOTS in Practice *Worksheet 4A	<i>Respective Learning Facilitators</i>
9:31-10:00 a.m.	HEALTH BREAK	
10:01-11:00 a.m.	Session 4B: HOTS in Practice *Worksheet 4B	<i>Respective Learning Facilitators</i>
11:01-12:00 p.m.	Session 4C: HOTS in Practice *Worksheet 4C	<i>Respective Learning Facilitators</i>
12:00-1:00 p.m.	LUNCH BREAK	
1:01-1:30 p.m.	Session 4C: (continuation) HOTS in Practice *Worksheet 4C	<i>Respective Learning Facilitators</i>
1:31-2:30 p.m.	Session 4D: HOTS in Practice *Worksheet 4D	<i>Respective Learning Facilitators</i>
2:31-3:00 p.m.	HEALTH BREAK	
3:01-4:00 p.m.	Session 4D: (continuation) HOTS in Practice *Worksheet 4D	<i>Respective Learning Facilitators</i>
4:00-4:30 p.m.	Wrap-up / Reminders / Debriefing	PMT

Day 4: January 27, 2024 (Saturday)		
TIME	TOPIC / ACTIVITY	PERSON RESPONSIBLE
7:30-8:30 a.m.	Arrival and Registration Breakfast	<i>c/o Respective Class Managers</i>
8:31-9:00 a.m.	Management of Learning • Opening Prayer • Nationalistic Song • Energizer • Recapitulation • Reminders	<i>c/o Respective Class Managers</i>
9:01-10:00 a.m.	Session 5: Workplace Application Plan	<i>Respective Learning Facilitators</i>
10:01-10:30 a.m.	HEALTH BREAK	
10:31-11:30 a.m.	Session 6: Force Field Analysis	<i>Respective Learning Facilitators</i>
11:31-12:00 p.m.	Session 7: PLC in Schools	<i>Respective Learning Facilitators</i>
12:00-1:00 p.m.	LUNCH BREAK	
1:01-1:30 p.m.	Session 7: (continuation) PLC in Schools	<i>Respective Learning Facilitators</i>

1:31-2:30 p.m.	Summative Assessment Post-test	<i>Respective Learning Facilitators</i>
2:31-3:00 p.m.	HEALTH BREAK	
3:01-4:00 p.m.	CLOSING PROGRAM • Nationalistic Song • Ecumenical Prayer • Insights • Challenge • Accepting the Challenge / Pledge of Commitment • Closing Remarks • Daily Evaluation • Reminders	<i>Respective Learning Facilitators</i>
Home Sweet Home		

Enclosure 2:

**LIST OF PARTICIPANTS
(ENGLISH)**

TITLE OF ACTIVITY: Division Rollout of Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for English, Science, and Mathematics Teachers (Batch 2)

DATE OF ACTIVITY: January 24-27, 2024

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Subeldia, Jenelyn V.	F	SST III	Cotta NHS
2	Salvanera, Karen Ann T.	F	SST III	Cotta NHS
3	Abdala, Ana Kristina N.	F	SST III	Cotta NHS
4	Magaling, Ivanna Kramille U.	F	SST I	Cotta NHS
5	Camilon, Ma. Helena I.	F	SST I	Cotta NHS
6	Oblefias, Jennifer M.	F	HT I	Gulang-gulang NHS
7	Queaño, Geraldine D.	F	MT II	Gulang-gulang NHS
8	Raneses, Rhea Ann U.	F	SST III	Gulang-gulang NHS
9	Santiago, Liezel U.	F	SST III	Gulang-gulang NHS
10	Lapuz, Betty B.	F	SST III	Gulang-gulang NHS
11	Abeja, Klara Emiliza P.	F	SST III	Gulang-gulang NHS
12	Manalo, Aira Joyce C.	F	SST I	Gulang-gulang NHS
13	Alabastro, Dyan Lyn H.	F	SST I	GNHS-Domoit Ext.
14	Mallantoc, Evelyn B.	F	SST I	Ibabang Talim IHS
15	Gatchalian, Kimberlee D.	F	SST I	Ibabang Talim IHS
16	Caagbay, Dexter A.	M	SST I	Ibabang Talim IHS
17	Remo, Yolanda A.	F	MT I	Lucena City NHS
18	Buenviaje, Cherish Mae U.	F	SST III	Lucena City NHS
19	Turpio, Ruth Ann D.	F	SST III	Lucena City NHS
20	Flores, Angelica L.	F	SST I	Lucena City NHS
21	Monteiro, Elham V.	F	SST I	Lucena City NHS
22	Cadiz, Alma May J.	F	SST I	Lucena City NHS
23	Palaganas, Loisa Alexandra A.	F	SST I	Lucena City NHS
24	Gozo, Eden A.	F	SST I	LCNHS-Mayao Castillo Ext.
25	Ramos, Jennifer G.	F	SST I	LCNHS-Mayao Crossing Ext.
26	Cerilla, Donna Marie Z.	F	SST I	LCNHS-Mayao Crossing Ext.
27	Belludo, Mariella Joy M.	F	SST I	LCNHS-Mayao Crossing Ext.
28	Veracruz, Cherie Ann A.	F	SST II	Mayao Parada Agricultural IHS
29	Pastrana, Dianne Arlyn C.	F	SST I	Mayao Parada Agricultural IHS
30	Bendal, Janeth D.	F	SST I	Mayao Parada Agricultural IHS
31	Ecal, Rodeza D.	F	SST III	Lucena Dalahican NHS
32	Buyao, Jelly Ann L.	F	SST III	Lucena Dalahican NHS
33	Belleza, Christopher D.	M	SST III	Lucena Dalahican NHS
34	Bullosos, Theresa G.	F	SST I	Lucena Dalahican NHS
35	Lodor, Marianne D.	F	SST I	Lucena Dalahican NHS
36	Paraiso, Pamela F.	F	SST I	Lucena Dalahican NHS
37	Oro, Rosalie A.	F	SST II	Lucena Dalahican NHS
38	Valdez, Maria Anggielyn	F	SST I	Lucena Dalahican NHS
39	Mabilin, Rachel	F	SST I	LDNHS-Barra Annex

LIST OF PARTICIPANTS

(SCIENCE)

TITLE OF ACTIVITY: Division Rollout of Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for English, Science, and Mathematics Teachers (Batch 2)

DATE OF ACTIVITY: January 24-27, 2024

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Maquinana, Ronalie S.	F	SST III	Cotta NHS
2	Flores, Wenelie C.	F	SST III	Cotta NHS
3	De Silva, Sherwin R.	M	SST III	Cotta NHS
4	Peñaflor, Sherlyn P.	F	HT 2	Cotta NHS
5	Sarmiento, Sherly Q.	F	MT II	Gulang-gulang NHS
6	Dela Cruz, Mary Catherine M.	F	SST II	Gulang-gulang NHS
7	Cruzat, Day C.	F	SST II	Gulang-gulang NHS
8	Panaligan, Cecilia B.	F	SST I	Gulang-gulang NHS
9	Del Mundo, Amira A.	F	SST I	GNHS-Domoit Ext.
10	De Guzman, Jana Kayla D.	F	SST I	GNHS-Domoit Ext.
11	Manato, Ma. Rosejean G.	F	SST I	Napoleon Ravanzo NHS
12	Ranuda, Luzel R.	F	SST I	Napoleon Ravanzo NHS
13	Rejuso, Apple L.	F	SST I	Ibabang Talim IHS
14	Caalaman, Rosalinda A.	F	HT I	Lucena City NHS
15	Alibuyog, Loida D.	F	SST III	Lucena City NHS
16	Carpio, Crystal Gayle D.	F	SST III	Lucena City NHS
17	Arenas, John Moces S.	M	SST III	Lucena City NHS
18	Comia, Florentina M.	F	SST III	Lucena City NHS
19	Medina, Rowena L.	F	SST II	Lucena City NHS
20	Capio, Ana Marie G.	F	SST II	Lucena City NHS
21	Soberano, Julieta D.	F	SST II	Lucena City NHS
22	Dimatera, Maria Imelda A.	F	SST I	Lucena City NHS
23	Garcia, Maureen O.	F	SST I	Lucena City NHS
24	Bautista, Ronnel M.	M	SST I	Lucena City NHS
25	Pajares, Christine P.	F	SST I	Lucena City NHS
26	Orinday, Reniel M.	M	SST III	LCNHS-Mayao Castillo Ext.
27	Subaan, Sandra Mae R.	F	SST I	LCNHS-Mayao Crossing Ext.
28	Pasia, Edlyn G.	F	SST I	LCNHS-Mayao Crossing Ext.
29	Martinez, Lady Rolyn Q.	F	SST I	LCNHS-Silangang Mayao Ext.
30	Balmeo, Marshelle G.	F	SST III	Mayao Parada Agricultural IHS
31	Glor, Jocelyn D.	F	SST III	Lucena Dalahican NHS
32	Villadiego, Ramil C.	M	SST II	Lucena Dalahican NHS
33	Samudio, Melody F.	F	SST I	Lucena Dalahican NHS
34	De Ocampo, Arianne Carren D.	F	SST I	Lucena Dalahican NHS
35	Himor, Emely D.	F	SST I	Lucena Dalahican NHS
36	Patag, Christine Joy D.	F	SST I	Lucena Dalahican NHS
37	Bullosos, Theresa G.	F	SST I	Lucena Dalahican NHS
38	Ingente, Richard S.	M	SST I	LDNHS-Barra Annex

LIST OF PARTICIPANTS

(MATHEMATICS)

TITLE OF ACTIVITY: Division Rollout of Higher Order Thinking Skills Professional Learning Packages (HOTS-PLPs) for English, Science, and Mathematics Teachers (Batch 2)

DATE OF ACTIVITY: January 24-27, 2024

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Lavarro, Rommel E.	M	MT I	Cotta NHS
2	Tan, Mary Grace D.	F	SST I	Cotta NHS
3	Sicillano, Cyrell May P.	F	SST I	Cotta NHS
4	Anonueva, Richsilda D.	F	SST I	Cotta NHS
5	Dela Cruz, Mary Jane I.	F	MT I	Gulang-gulang NHS
6	Yasay, Maria Monica R.	F	SST III	Gulang-gulang NHS
7	Abella, Ronito N.	M	SST III	Gulang-gulang NHS
8	Ventocilla, Jenielee Z.	F	SST II	Gulang-gulang NHS
9	Giron, Janice L.	F	SST II	Gulang-gulang NHS
10	Rodriguez, Rico Theodore S.	M	SST I	Gulang-gulang NHS
11	Nocus, Isagani P.	M	SST I	GNHS-Domoit Ext.
12	Pabelonia, Rhea C.	F	SST II	Napoleon Ravanzo NHS
13	Nolledo, Andrian S.	M	SST I	Ibabang Talim IHS
14	Pabellano, Josephine G.	F	MT I	Lucena City NHS
15	Arenas, Rocel M.	F	MT I	Lucena City NHS
16	Limbo, Eva Priscila V.	F	SST III	Lucena City NHS
17	Rama, Marlou Abel D.	M	SST III	Lucena City NHS
18	Abulencia, Catherine C.	F	SST III	Lucena City NHS
19	Hernandez, Mary Ann V.	F	SST III	Lucena City NHS
20	Marlinga, Nikki Q.	F	SST III	Lucena City NHS
21	Manzanero, Precious V.	F	SST II	Lucena City NHS
22	Hachaso, Anabelle R.	F	SST I	Lucena City NHS
23	Moredo, Ma. Lourdes O.	F	SST I	LCNHS-Silangang Mayao Ext.
24	Domingo, Jomarie L.	M	SST I	LCNHS-Silangang Mayao Ext.
25	Rafa, Maybelyn A.	F	SST I	Mayao Parada Agricultural IHS
26	Callejo, Sarah Mhey F.	F	SST I	Lucena Dalahican NHS
27	Razalan, Jhuniel A.	M	SST I	Lucena Dalahican NHS
28	Constantino, Sarah Jane S.	F	SST I	Lucena Dalahican NHS
29	Martinez, Marie Anne Clarisse P.	F	SST I	Lucena Dalahican NHS
30	Reyes, Florenda R.	F	SST I	Lucena Dalahican NHS
31	Jimenez, Juvelyn M.	F	SST I	Lucena Dalahican NHS
32	Ameen, Hazrat Olayinka Kayode M.	M	HT I	Lucena Dalahican NHS
33	Sayas, Jerson A.	M	MT I	Lucena Dalahican NHS

Enclosure 3:

LIST OF LEARNING FACILITATORS / TRAINERS

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Jasmin J. Flores	F	SST 3	Cotta NHS
2	Ma. Aura A. Septimo	F	MT 1	LDNHS
3	Abel D. Otico	M	HT I/ TIC	LDNHS – Barra Ext.
4	Xandra Leah S. Dames	F	Principal I	Lucena East VI ES
5	Aires J. Rey	F	MT 1	LDNHS
6	Joanna Irish P. Francia	F	MT 1	CNHS
7	Rodolfo A. Sena Jr.	M	Principal III	Lucena City NHS
8	Jose Virgel Adriano	M	Principal II	Ibabang Iyam ES
9	Charlene A. Bruno	F	MT 1	Gulang-Gulang NHS
10	Ma. Lory Ann A. Marciano	F	MT 1	LDNHS
11	Carlos V. Villaester	M	Principal I	Bliss ES
12	Dennis E. Ibarrola	M	Principal II	Mayao Crossing ES

PROGRAM MANAGEMENT TEAM

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Susan DL. Oribiana	F	SDS	OSDS
2	Phillip B. Gallendez	M	OIC-ASDS	OSDS
3	Epifania F. Carandang	F	Chief Education Supervisor	SGOD
4	Josephine T. Natividad	F	Chief Education Supervisor	CID

Learning Managers / Process Observers:

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Leonora Fe M. Malabonga	F	EPS-English	CID
2	Erwin R. Abrencillo	M	Division Science Coordinator	CID
3	Dexter M. Valle	M	EPS-Mathematics	CID

Monitoring & Evaluation Coordinator:

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Pascual C. La Rosa Jr.	M	SEPS-SM (M&E)	SGOD

Program Managers:

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Rolan B. Catapang	M	SEPS-HRD	SGOD
2	Barbara Jane E. Barron	F	EPS II-HRD	SGOD

Class Managers / IT Assistants:

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Noel Rey R. Estuita	M	PDO II	CID
2	Sayre M. Dialola	F	Librarian II	CID
3	Samuel C. Cunanan Jr.	M	Job Order	OSDS-Records

Documenters:

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
1	Yvan Jonas A. Tolentino (Day 1&2)	M	Nurse II	SGOD-SHN
	Carlo Joseph V. Castillo (Day 3&4)	M	Nurse II	SGOD-SHN
2	Rolan B. Catapang	M	SEPS-HRD	SGOD
3	Rosebelle F. Castrillo	F	PDO I	SGOD

Nurses On-Duty:

NO.	NAME	SEX	DESIGNATION	OFFICE / SCHOOL
January 24-25, 2024:				
1	Yvan Jonas A. Tolentino	M	Nurse II	SGOD-SHN
2	Patrick Miguel T. Palacio	M	Nurse II	SGOD-SHN
January 26-27, 2024:				
3	Carlo Joseph V. Castillo	M	Nurse II	SGOD-SHN
4	Harvey T. Natividad	M	Nurse II	SGOD-SHN