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Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF PANABO CITY

Office of the Schools Division Superintendent

DIVISION MEMORANDUM
SGOD 2025-0204

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Elementary and Secondary School Principal
All concerned

Subject: **REGIONAL UPSKILLING ON ACTION RESEARCH**

Date: April 30, 2025

Attached is Regional Memorandum PPRD-2025-041 re *Regional Upskilling on Action Research* which will be conducted on May 21-23, 2025. Content of which is self-explanatory.

Division participants are the following to wit:

- | | | |
|-----------------------------|---|-----------------------------------|
| 1. Marjori Cristelle Semine | - | Teacher, AO Floirendo NHS |
| 2. Miraflor Kadile | - | Teacher, Panabo City NHS |
| 3. Ana Lyn Nanol | - | Principal, Namuag ES |
| 4. Johanna Linterna | - | Principal, New Visayas Central ES |
| 5. Erick Dalumpines | - | SEPS, Division Office |

Participants are requested to register via
<https://forms.office.com/r/uJ6Cz8g9u1>.

Meals, venue and accommodation of the participants shall be charged to regional funds while travelling and other incidental expenses shall be charged to School MOOE/Local funds for school participants and Division MOOE for Division participant, subject to the usual accounting and auditing rules and procedures.

For your information and guidance.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

Incl.: As stated
SGOD/ABA/ESD

RELEASED

MAY 06 2025

RECORDS SECTION-SDO PANABO CITY
BY 

Schools Division Office of Panabo City
City Hall Drive, Brgy. JP Laurel, Km 31, Panabo City
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Republic of the Philippines
Department of Education
DAVAO REGION

April 28, 2025

REGIONAL MEMORANDUM
PPRD-2025-041

REGIONAL UPSKILLING ON ACTION RESEARCH

To: Assistant Regional Director
Schools Division Superintendents

1. Pursuant to DepEd Order No. 16, s. 2017 re- "Research Management Guidelines," aligning understanding in conducting basic education action research is vital to produce results and recommendations with credibility and integrity. Thus, the Department disseminated the Action Research Toolkit as a reference.
2. In this regard, this Office will conduct a regional upskilling on action research on May 21-23, 2025 (venue to be announced). The activity aims to update skills and competence in conducting action research.
3. Enclosed is the list of participants who shall pre-register via <https://forms.office.com/r/uJ6Cz8g9u1> and the activity matrix.
4. Meals, venue, and accommodation for the participants are chargeable to regional funds while traveling, and other incidental expenses shall be charged against local funds, subject to the usual accounting and auditing rules and procedures.
5. Queries can be channeled to Jomar Boy A. Cuyos, of Policy, Planning and Research Division through pprd.region11@deped.gov.ph.
6. Immediate dissemination and compliance with this Memorandum is highly desired.

DEPARTMENT OF EDUCATION - DAVA
RECORDS SECTION
RELEASED

ALLAN G. FARNAZO
Director IV

Encl: as stated
ROP4/jbac

APR 29, 2025
120651



Address: F. Torres St., Davao City (8000)
Telephone Nos.: (082) 291-0051
Email Address: region11@deped.gov.ph
Website: www.depedroxi.ph





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LIST OF PARTICIPANTS

NAME	POSITION/ DESIGNATION	OFFICE/ DIVISION
1. Allan G. Farnazo	Regional Director	DepEd RO XI
2. Rebonfamil R. Baguio	Assist. Regional Director	DepEd RO XI
3. Marilyn B. Madrazo	Chief Education Supervisor	PPRD
4. Cherry Ann D. Into	EPS	PPRD
5. Jomar Boy A. Cuyos	EPS II	PPRD
6. Shella Lu Dela Cerna	Stat I	PPRD
7. Esther Khrysmaye Roble	AO II	PPRD
8. Lou Jynne Masanguid	ADAS 1	PPRD
9. QAME Associate (TBI)	EPS	QAD
10. Mack Arthur Gamayot	Research Coordinator	Davao City
11. Louwell Ted Sevilla	Division Research Evaluators	
12. Larry Saliga		
13. Divilyn Rodriguez		
14. Ellin Gamayot		
15. Ramil Cubelo	Research Coordinator	Davao de Oro
16. Annalyn Loreto		
17. Ian Jake Galorio		
18. Sheila Jean Cabayag		
19. Willie Jun Broce	Division Research Evaluators	Davao del Norte
20. Aileen Maghanoy		
21. Melanie Mandin		
22. Allan J. Paglinawan		
23. Rey Villagrancia	Research Coordinator	Davao del Sur
24. Carjoline Delima		
25. Jeramie Pilayan		
26. Kirk Sonny Gil Heruela		
27. Amor K. Salas	Division Research Evaluators	Davao Oriental
28. Edward Dizon		
29. Jimmy Rey Cabardo		
30. Carl Deck Cortes		
31. Rowil Tirro	Research Coordinator	Davao Occidental
32. Arian Hazel Belain	Division Research Evaluators	
33. Erwin Belain		
34. Ronick Jhun Leones		
35. Jason Muyalde	Research Coordinator	Davao Occidental
36. Dick Navaja		
37. Jayson Balila		
38. Michelle Rose Casis		
39. Romilo Paolo Solitana	Division Research Evaluators	Davao Occidental
40. Rominick Gildore		



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41. Erick Dalumpines	Research Coordinator	Panabo City
42. Marjori Cristelle Simene	Division Research Evaluators	
43. Mirafior Kadile		
44. Analyn Nanol		
45. Johanna Linterna		
46. Joan Christella Cereno	Research Coordinator	Mati City
47. Kristal Entrino	Division Research Evaluators	
48. Gene Pearl Luna		
49. Roy Bugsad		
50. Leandro Ompad		
51. Marjun Rebosquillo	Research Coordinator	Digos City
52. Kremia Katrina Thiam	Division Research Evaluators	
53. Brynel Espina		
54. Ma. Regina Robante		
55. Mizraim May Rebuta		
56. Joseph Chagas	Research Coordinator	Tagum City
57. Glory Jean Leop	Division Research Evaluators	
58. Shane Lupina		
59. Kevin Pude		
60. Ramel Abay		
61. Graciela Robles	Research Coordinator	Island Garden City of Samal
62. Joan Benoyya	Division Research Evaluators	
63. Edilberto Lapaya Jr.		
64. Sem Macosang		
65. Helen Jane Go		



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ACTIVITY MATRIX

Day 1- May 21, 2025

Time	Activity	Person-In-Charge
8:00- 9:00 am	Arrival and Registration	Participants
9:00- 9:30 am	Prefatory Philippine National Anthem Prayer, Davao Region Hymn DepEd Quality Policy	AVP
	Acknowledgement of Participants	Jomar Boy A. Cuyos EPS II, PPRD
	Welcome Message	Rebonfamil R. Baguio Assist. Regional Director
	Rationale	Marilyn B. Madrazo Chief, PPRD
	Message	Allan G. Farnazo Director IV
	Pretest	Quality Assurance Division Representative
9:30- 10:30 am	Session 1: Action Research Definition and Implementation	Dr. Jomar Boy A. Cuyos EPS II- Speaker
10:30- 12:00 am	Session 2: Generating Topics and Formulating Research Questions for Action Research	Joan Christella Cereno SEPS, Speaker
12:00-1:00 pm	Lunch Break	
1:00- 2:30 pm	Session 3: Designing an Experimental Action Research	Dr. Mack Arthur Gamayot SEPS, Speaker
2:30 – 4:00 pm	Session 4: Designing Qualitative Action Research	Dr. Ramil Cubelo MT 1, Speaker
4:00- 5:30 pm	Session 5: Sampling Methods for Action Research	Marjun Rebosquillo SEPS, Speaker
5:30 pm onwards	Dinner	

Day 2- May 22, 2025

Time	Activity	Person-In-Charge
8:00 8:30 am	Preliminary and Management of Learning	Davao Oriental Division
8:30- 10:30 am	Session 6: Design to Assess the Situation	Dr. Joseph O. Chagas SEPS, Speaker
10:30- 12:00 am	Session 7: Data Collection: Paper and Pencil	Annalyn Loreto SEPS, Speaker



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12:00-1:00 pm	Lunch Break	
1:00-2:30 pm	Session 8: Data Collection: Interview	Dr. Ramil Cubelo MT 1, Speaker
2:30- 4:00 pm	Session 9: Data Collection: Observation	Annalyn Loreto SEPS, Speaker
4:00-5:30 pm	Session 10: Data Collection: Document and Materials	Marjun Rebosquillo SEPS, Speaker
5:30 pm onwards	Dinner	

Day 3- May 23, 2025

Time	Activity	Person-In-Charge
8:00 8:30 am	Preliminary and Management of Learning	Esther Khrysmaye Roble AO II
8:30- 10:00 am	Session 11: Preparation for Data analysis	Joan Christella Cereno SEPS, Speaker
10:00- 11:00 am	Session 12: Quantitative analysis: Descriptive and Inferential Statistics	Dr. Mack Arthur Gamayot SEPS, Speaker
11:00- 12:00 pm	Session 13: Qualitative Analysis	Dr. Ramil Cubelo MT 1, Speaker
12:00-1:00 pm	Lunch Break	
1:00-2:30 pm	Session 14: Action Research Proposal and Report Guidelines	Dr. Jomar Boy A. Cuyos EPS II- Speaker
2:30- 4:30 pm	Critiquing Action Research Proposal and Report and presentation of output	Panel of Reactors Dr. Jomar Boy A. Cuyos Dr. Mack Arthur Gamayot Dr. Ramil Cubelo Dr. Joseph O. Chagas
4:30- 5:00 pm	Post Test	Quality Assurance Division Representative
	Insights	Selected participants
	Giving of Certificates	Technical working committee
	Way forward	Dr. Jomar Boy A. Cuyos EPS II- Speaker
	Closing Remarks	Dr. Cherry Ann Into EPS, PPRD
	Pictorial	