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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 2025-0580**

To: Assistant Schools Division Superintendent  
Chief Education Supervisor, CID  
Chief Education Supervisor, SGOD  
Public Elementary and Secondary School Heads/Principals  
All concerned

Subject: **RESEARCH CAPABILITY PROJECT PHASE 2: STRENGTHENING  
ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER  
RESEARCHERS (RECAP 2)**

Date: October 14, 2025

In line with our partnership with the Davao del Norte State College (DNSC), Panabo City, a series of seminars will be conducted as follows:

Date	Activity	Remarks
Oct. 18 & 25 2025	From Ideal to Proposal Writeshop: Crafting your Action Research Blueprint	Face to Face
Nov. 8, 15, 22 & 29, 2025	Making it Happen: Tools, Validity, and Intervention Design	Online
Dec. 6, 2025	Telling the Story of Change: Data Analysis and Research Write-Up	Face to Face
Dec. 13, 2025	Telling the Story of Change: Data Analysis and Research Write-Up	Online

Both seminars will run from 8:00 AM to 5:00 PM. For face to face the venue shall be at DNSC, Tadeco Road, New Visayas, Panabo City. Attached invitation for reference.

Participants of these activities are the following to wit:

NAMES		SCHOOLS
1	Añora, Karen	Cagangohan National High School
2	Arnado, Joanna Marie	Cagangohan National High School
3	Montecino, Stephanie	Cagangohan National High School
4	Porras, Honey Jane	Cagangohan National High School
5	Quintero, Jean Grace	Cagangohan National High School
6	Bohol, J.J. O.	Desiderio FD National High School
7	Braga, May Cris	JP Laurel Elementary School
8	Saman, Karen G.	JP Laurel Elementary School
9	Suerto, Lywylyn	JP Laurel Elementary School
10	Ricardo, Roselyn	Little Panay Elementary School



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

11	Talento, Mae Jean	Little Panay Elementary School
12	Zamora, Jessica O.	Little Panay Elementary School
13	Monsanto, Jessa Mae	Little Panay Elementary School
14	Normandia, Agnes	Little Panay Elementary School
15	Queen May Bellosillo	Mabunao National High School
16	Rica Jhean Lomalio	Mabunao National High School
17	Tacot, Rosyl J.	Namuag Elementary School
18	Gotera, Maureen P.	San Pedro Elementary School
19	Cagape, Rudilyn M.	San Pedro Elementary School
20	Ever G. Pascual	San Pedro Elementary School

Participants shall be granted service credits for teaching personnel and compensatory overtime credits (COC) for non-teaching personnel, in accordance with DepEd Order No. 13 s. 2024 on the Grants of Vacation Service Credits for Teachers and Joint CSC and DBM MC No. 2 Series 2004.

Travel expenses of the participants shall be chargeable against the School MOOE/Local Funds for school-based participants and the Division MOOE for division participants, subject to the usual accounting and auditing rules and regulations.

For your information and guidance.

  
**JINKY B. FIRMAN PhD, CESO VI**  
Schools Division Superintendent

**RELEASED**

**OCT 16 2025**

RECORDS SECTION SDP PANABO CITY  
BY 

Incl.: As stated  
SGOD/ABA/ESD



# RESEARCH CAPABILITY PROJECT PHASE 2:

## STRENGTHENING ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER RESEARCHERS (RECAP 2)

### DAY 1 | OCT. 18, 2025



*Saturday (Face to Face)*

From Idea to Proposal Writeshop: Crafting Your Action Research Blueprint

### DAY 2 | OCT. 25, 2025



*Saturday (Face to Face)*

From Idea to Proposal Writeshop: Crafting Your Action Research Blueprint

### DAY 3 | NOV. 8, 2025



*Saturday (Online)*

Making It Happen: Tools, Validity, and Intervention Design

### DAY 4 | NOV. 15, 2025



*Saturday (Online)*

Making It Happen: Tools, Validity, and Intervention Design

### DAY 5 | NOV. 22, 2025



*Saturday (Online)*

Making It Happen: Tools, Validity, and Intervention Design

### DAY 6 | NOV. 29, 2025



*Saturday (Online)*

Making It Happen: Tools, Validity, and Intervention Design

### DAY 7 | DEC. 6, 2025



*Saturday (Face to Face)*

Telling the Story of Change: Data Analysis and Research Write-Up

### DAY 8 | DEC. 13, 2025



*Saturday (Online)*

Telling the Story of Change: Data Analysis and Research Write-Up

**OCTOBER 18, 2025 - DECEMBER 13, 2025 | 8:00 pm - 5:00 pm**  
at DNSC, New Visayas, Panabo City and Online Platform through Zoom



# RESEARCH CAPABILITY PROJECT PHASE 2: STRENGTHENING ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER RESEARCHERS (RECAP 2)



**DAY 1 | OCT. 18, 2025**

*Saturday (Face to Face)*

From Idea to Proposal Writeshop: Crafting Your Action Research Blueprint  
(Covers Writing the Introduction/RRL, Purpose Statement, Research Questions/Hypothesis, Population & Sampling, Instrumentation, Data Analysis Plan, Citations & References, Intervention Design)

TIME	ACTIVITY	PERSONS INVOLVED
<b>8:00 AM – 8:30 AM</b>	Registration	Cagangohan ES, PhDEM Faculty and Students, GrASS <b>Dr. Nestle Joy T. Arguilla</b>
<b>8:30 AM – 9:45 AM</b>	Preliminaries Invocation and National Anthem Welcome Remarks Rationale and Introduction of Participants and Partners	Canned Videos <b>Dr. Nickel Jean L. Sastine</b> , IAdS Dean <b>Dr. Nestle Joy Arguilla</b> , Project Member <b>Dr. Ronald S. Decano</b> , Project Member
	RECAP Extension Project Brief Report Research Management Guidelines (DO 16, S. 2017)	<b>Dr. Erick Dalumpines</b> , Senior Education Program Specialist DepEd Panabo City Division
<b>10:00 AM – 11:30 AM</b>	-Writing the Introduction/RRL -Purpose Statement, Research Questions/Hypothesis, Theoretical Framework -Sampling and Instrumentation -Data Analysis Plan -Citations & References -Intervention Design	<b>Dr. Jevannel G. Borlio</b> , Project Member <b>Dr. Leo D. Rayon, Jr.</b> , Project Member <b>Dr. Ma. Melanie N. Edig</b> , Project Member <b>Dr. Ronald S. Decano</b> , Project Member <b>Dr. Charlo Bianci M. Guray</b> <b>Dr. Ronald S. Decano</b> , Project Members <b>Dr. Marilou D. Junsay</b> , Project Leader
<b>12:00 PM – 1:00 PM</b>	<b>Lunch Break</b>	
<b>1:00 PM – 3:30 PM</b>	Writeshop	<b>Dr. Nickel Jean L. Sastine</b> , Project Member <b>Dr. Ian Val Delos Reyes</b> , Project Member <b>Dr. Ariel O. Gamao</b> , Project Member
<b>3:30AM – 4:30 PM</b>	Presentation of First Draft of Action Research Proposal	<b>Dr. Marilou D. Junsay</b> <b>All Project Members</b>
<b>4:30 PM-5:00 PM</b>	Closing Program	<b>Dr. Nestle Joy T. Arguilla</b> , Project Member



# RESEARCH CAPABILITY PROJECT PHASE 2:

## STRENGTHENING ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER RESEARCHERS (RECAP 2)



### DAY 2 | OCT. 25, 2025

*Saturday (Face to Face)*

Idea to Proposal: Crafting Your Action Research Blueprint

(Covers Writing the Introduction/RRL, Purpose Statement, Research Questions/Hypothesis, Population & Sampling, Instrumentation, Data Analysis Plan, Citations & References, Intervention Design)

TIME	ACTIVITY	PERSONS INVOLVED
8:00 AM – 8:30 AM	Registration	Little Panay ES, PhDEM Faculty and Students, GrASS <b>Dr. Leo D. Rayon, Jr.</b>
8:30 AM – 9:00AM	Recapitulation	<b>Dr. Leo D. Rayon, Jr.</b> , Project Leader
9:00 AM – 12:00 AM	Presentation of Research Proposals	Facilitator <b>Dr. Charlo Bianci M. Guray</b> , Project Member <b>All Extension Project Members</b>
12:00 PM – 1:00 PM	<b>Lunch Break</b>	
1:00 PM – 3:00 PM	Continuation	Facilitator <b>Dr. Charlo Bianci M. Guray</b> , Project Member <b>All Extension Project Members</b>
3:30AM – 4:30 PM	Presentation of First Draft of Action Research Proposal	<b>Dr. Marilou D. Junsay</b> <b>All Project Members</b>
4:00 PM-5:00 PM	Closing Program	<b>Dr. Leo D. Rayon, Jr.</b> , Project Member



### DAY 3 | NOV. 8, 2025

*Saturday (Online)*

Making It Happen: Tools, Validity, and Intervention Design

(Covers Tool Development, Validity Testing, Pilot Studies, and Designing & Implementing the Intervention Project)

TIME	ACTIVITY	PERSONS INVOLVED
8:00 AM – 8:30 AM	Registration	JP Laurel ES, PhDEM Faculty and Students, GrASS <b>Dr. Ma. Melanie N. Edig</b>
8:30 AM – 9:00AM	Recapitulation	<b>Dr. Ronald S. Decano</b> , Project Member
9:00 AM – 12:00 AM	Break-Out Session Mentoring and Consultation	Facilitator <b>Dr. Charlo Bianci M. Guray</b> , Project Member <b>All Extension Project Members</b>
12:00 PM – 1:00 PM	<b>Lunch Break</b>	
1:00 PM – 4:00 PM	Continuation	Facilitator <b>Dr. Charlo Bianci M. Guray</b> , Project Member <b>All Extension Project Members</b>
4:00 PM-5:00 PM	Closing Program	<b>Dr. Ronald S. Decano</b> , Project Member



# RESEARCH CAPABILITY PROJECT PHASE 2:

## STRENGTHENING ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER RESEARCHERS (RECAP 2)

### DAY 4 | NOV. 15, 2025

 Saturday (Online)

Making It Happen: Tools, Validity, and Intervention Design

(Covers Tool Development, Validity Testing, Pilot Studies, and Designing & Implementing the Intervention Project)

TIME	ACTIVITY	PERSONS INVOLVED
8:00 AM – 8:30 AM	Registration	San Pedro ES, PhDEM Faculty and Students, GrASS <b>Dr. Jevannel G. Borlio</b>
8:30 AM – 9:00AM	Recapitulation	<b>Dr. Jevannel G. Borlio</b> , Project Leader
9:00 AM – 12:00 AM	Break-Out Session Mentoring and Consultation	<b>All Extension Project Members</b>
12:00 PM – 1:00 PM	<b>Lunch Break</b>	
1:00 PM – 4:30 PM	Continuation	<b>All Extension Project Members</b>
4:30 – 5:00 PM	Closing Program	<b>Dr. Jevannel G. Borlio</b> , Project Member

### DAY 5 | NOV. 22, 2025

 Saturday (Online)

Making It Happen: Tools, Validity, and Intervention Design

(Covers Tool Development, Validity Testing, Pilot Studies, and Designing & Implementing the Intervention Project)

TIME	ACTIVITY	PERSONS INVOLVED
8:00 AM – 8:30 AM	Registration	Namuag ES, PhDEM Faculty and Students, GrASS <b>Dr. Ariel O. Gamao</b>
8:30 AM – 9:00AM	Recapitulation	<b>Dr. Ariel O. Gamao</b> , Project Member
9:00 AM – 12:00 AM	Break-Out Session Mentoring and Consultation	<b>All Extension Project Members</b>
12:00 PM – 1:00 PM	<b>Lunch Break</b>	
1:00 PM – 4:30 PM	Continuation	<b>All Extension Project Members</b>
4:30 PM-5:00 PM	Closing Program	<b>Dr. Ariel O. Gamao</b> , Project Member



# RESEARCH CAPABILITY PROJECT PHASE 2:

## STRENGTHENING ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER RESEARCHERS (RECAP 2)

### DAY 6 | NOV. 29, 2025

 Saturday (Online)

Making It Happen: Tools, Validity, and Intervention Design

(Covers Tool Development, Validity Testing, Pilot Studies, and Designing & Implementing the Intervention Project)

TIME	ACTIVITY	PERSONS INVOLVED
8:00 AM – 8:30 AM	Registration	Mabundo ES, PhDEM Faculty and Students,GrASS <b>Dr. Ian Val Delos Reyes</b>
8:30 AM – 9:00AM	Recapitulation	<b>Dr. Ian Val Delos Reyes</b> , Project Leader
9:00 AM – 12:00 AM	Break-Out Session Mentoring and Consultation	<b>All Extension Project Members</b>
12:00 PM – 1:00 PM	<b>Lunch Break</b>	
1:00 PM – 4:30 PM	Continuation	<b>All Extension Project Members</b>
4:30 – 5:00 PM	Closing Program	<b>Dr. Ian Val Delos Reyes</b> , Project Member

### DAY 7 | DEC. 6, 2025

 Saturday (Face to Face)

Telling the Story of Change: Data Analysis and Research Write-Up

(Covers Data Organization, Analysis, Interpretation, and Writing the Full Action Research Report)

TIME	ACTIVITY	PERSONS INVOLVED
8:00 AM – 8:30 AM	Registration	Desiderio ES, PhDEM Faculty and Students,GrASS <b>Dr. Ma. Melanie N. Edig</b>
8:30 AM – 12:00 AM	Data Organization, Analysis, and Interpretation	<b>Dr. Ma. Melanie N. Edig</b> <b>Dr. Ronald S. Decano</b> Project Members
12:00 PM – 1:00 PM	<b>Lunch Break</b>	
1:00 PM – 4:30 PM	Writing the Full Action Research	<b>Dr. Leo D. Rayon, Jr.</b> , Project Member
4:30 PM-5:00 PM	Closing Program	<b>Dr. Ma. Melanie N. Edig</b> , Project Member



# RESEARCH CAPABILITY PROJECT PHASE 2: STRENGTHENING ACTION RESEARCH COMPETENCE OF BASIC EDUCATION TEACHER RESEARCHERS (RECAP 2)

**DAY 8 | DEC. 13, 2025**

*Saturday (Online)*

Telling the Story of Change: Data Analysis and Research Write-Up  
(Research Colloquium)

TIME	ACTIVITY	PERSONS INVOLVED
<b>8:00 AM – 8:30 AM</b>	Registration	PhDEM Faculty and Students, GrASS <b>Dr. Nestle Joy T. Arguilla</b>
<b>8:30 AM – 12:00 AM</b>	Presentation of Completed Research	<b>Dr. Nestle Joy T. Arguilla</b> Project Member/Moderator <b>Dr. Marilou D. Junsay</b> Panel Chairperson <b>All Project Members</b> Panel Members
<b>12:00 PM – 1:00 PM</b>	Lunch Break	
<b>1:00 PM – 4:30 PM</b>	Continuation	<b>Dr. Nestle Joy T. Arguilla</b> Project Member/Moderator <b>Dr. Marilou D. Junsay</b> Panel Chairperson <b>All Project Members</b> Panel Members
<b>4:30 PM-5:00 PM</b>	Closing Program	<b>Dr. Nestle Joy T. Arguilla</b> , Project Member

## EVALUTION LINK



[https://forms.gle/vQEC27B6  
wrXVLKb87](https://forms.gle/vQEC27B6wrXVLKb87)

*this serves as an invitation.*