



Republic of the Philippines
Department of Education

REGION VIII
SCHOOLS DIVISION OF NORTHERN SAMAR

May 15, 2024

DIVISION MEMORANDUM

No. 150, s. 2024

CONDUCT OF IN-SERVICE TRAINING (INSET) FOR HEALTHY LEARNING INSTITUTIONS (HLI) BENEFICIARY SCHOOLS

To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Public School District Supervisors/ Principals In-Charge
Public Elementary School Heads
All Others Concerned

1. The Department of Education – Schools Division of Northern Samar, in collaboration with the Provincial Department of Health Office and the Provincial Government of Northern Samar, shall conduct a live-in **In-Service Training (INSET)** for the identified **Healthy Learning Institutions (HLI) Beneficiary Schools** on **May 24, 2024 (Batch 1) & May 25, 2024 (Batch 2)** at **The Royale Palm Hotel**, Pambujan, Northern Samar.
2. The activity aims to:
 - a. orient the participants on HLI's background and framework, goals and objectives to foster common understanding and harmonious implementation.
 - b. promote integration of health programs and advocacies that are streamlined by HLI in school plans, curriculum and teaching and on the conduct of health-related school activities.
 - c. capacitate school heads and teachers to take the lead in promoting health and wellness programs within their respective schools by identifying areas to improve and creating their own unique initiatives.
 - d. provide opportunity for the participants to receive necessary technical assistance from the program focal persons from DepEd, DOH and Provincial Government, thereby fully maximizing the benefits of the program.



Mabini St., Brgy. Acacia, Catarman, 6400, Northern Samar
Telefax: (055) 500 9801
Email: northernsamar@deped.gov.ph
Website: <https://northernsamar.deped.gov.ph>



3. The participants of this training are the school heads, selected teachers and school nurses from the thirty (30) HLI beneficiary schools (please see attached list for the Batch of Participants and Activity Matrix).
4. Moreover, due to the activity extending over weekend, the following shall be granted to the attendees:
 - a. Teaching personnel who are either participants, trainers/ facilitators or other key personnel shall be entitled to service credits in accordance with DepEd Order No. 53 s. 2003, entitled "Updated Guidelines on the Grant of Vacation Service Credits to Teachers".
 - b. On the other hand, non-teaching personnel who are either participants, trainers/ facilitators or other key personnel shall be entitled to a Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
5. All expenses relative to the conduct of this activity such as meals, venue, and accommodation shall be charged against HLI Fund downloaded to the Northern Samar Provincial Government, while travel and incidental expenses of the participants, resource speakers, training facilitators, program management team from DepEd shall be charged to the local/school/Division funds or Maintenance and Other Operating Expenses (MOOE) subject to the usual accounting and auditing rules and procedures.
6. This Memorandum shall serve as Official Travel Authority.
7. Immediate dissemination of and compliance with this Memorandum are desired.


GAUDENCIO C. ALJIBE JR., PhD, CESO VI
OIC-Schools Division Superintendent

ACTIVITY MATRIX

| TIME | Duration | TOPIC | SPEAKER(S) |
|---------------------------|----------|---|-------------------------|
| MORNING SESSIONS | | | |
| 8:00AM-9:00AM | 60 mins | Preliminaries: <ol style="list-style-type: none"> 1. Morning Routine 2. Energizer 3. Agreements 4. Expectation Setting 5. Overview and objectives of the HLI INSET <p>CHECK-IN: <i>Kumustahan</i></p> | Jason Mensorado |
| 9:00AM-10:00AM | 60 mins | SESSION 1: Introduction to HLI <ol style="list-style-type: none"> 1. HLI and Principles Behind It Activity: <i>Community Paint Me A Picture</i> <ol style="list-style-type: none"> 2. DepEd's School Health & Nutrition Programs | Momar Alcantara |
| 10:00AM-11:00AM | 60 mins | SESSION 2: Implementing Tools for Risk Assessment and Referral <ol style="list-style-type: none"> 1. SEAMEO TropMed Reference Tool 2. Referral System and Mechanism Activity: <i>Referral Directory</i> | Katrina Kristel Tafalla |
| 11:00AM-12:00NN | 60 mins | SESSION 3: Starting and Sustaining Clubs <ol style="list-style-type: none"> 1. Establishing Active School-Based Organizations 2. Priority Health-Oriented Learners' Organization/ Club Activity: <i>Club Table</i> | Gerald Yamogan |
| 12:00PM-1:00PM | 60 mins | LUNCH BREAK | |
| AFTERNOON SESSIONS | | | |
| 1:00PM-1:30PM | 30 mins | Preliminaries: <ol style="list-style-type: none"> 1. Energizer 2. Highlight & Recap | Rosalie A. Rojero |
| 1:30PM-2:30PM | 60 mins | Session 1: Activities for the first week of classes <ol style="list-style-type: none"> 1. Wellbeing activities during the first week of classes Activity: <i>Empathy map; Plotting the first weeks</i> <ol style="list-style-type: none"> 2. HLI Monitoring & Evaluation | Pinky A. Detera |
| 2:30PM-3:30PM | 60 mins | Session 2: Integrating and highlighting health in MELC <ol style="list-style-type: none"> 1. Designing contextualized lesson plans that integrate available and curated resources on health Activity: <i>Redesign an existing lesson plan using available and curated resources on health.</i> | Joseph Esponilla |
| 3:30PM-4:30PM | 60 mins | Session 3: Working with parents <ol style="list-style-type: none"> 1. Importance of school-parent/ community partnerships in establishing healthy behaviors. 2. Suggested timelines and materials for parenting seminars on health. Activity: <i>Plot and plan for parenting seminars on health</i> | Antonette Sosing |
| 4:30PM-5:00PM | 30 mins | CHECKOUT: Commitment Setting CLOSING PROGRAM | |

LIST OF PARTICIPANTS

| BATCH 1 – FIRST DISTRICT (MAY 24, 2024) | | | | |
|--|------------------------|----------------------|---|-------------------------|
| NAME OF SCHOOL | SCHOOL DISTRICT | SCHOOL HEAD | TEACHERS | NURSE |
| 1. ML Quezon ES | Bobon | Salvacion D. Tolitol | 1. Ferlenne Brylle T. Ramos 2. Rowena S. Zulueta 3. Marina E. Doncillo 4. Maria Gracilla M. Agasang 5. Jason E. Mensorado | Emma C. Gapol |
| 2. Cabangahan ES | Catarman IV | Joan P. Ortiz | 1. Jacqueline G. Comedia 2. Remberto C. Calindong 3. Lovely C. Fabile 4. Mark Anthony V. Tan | Katrina Kristel Tafalla |
| 3. McKinley ES | Catarman IV | Esmeraldo Gomba | 1. Ruth B. Marino 2. Ma. Devaney J. Tafalla 3. Joana M. Pajac 4. Maydee Grace L. Cisneros 5. Annabert Hernandez | |
| 4. Cag-abaca ES | Catarman VI | Robert Ruben Pulga | 1. Jeffrey G. Andool 2. Ma. Irene V. Virtudes 3. Celeste I. Britanico 4. Mary Jean Q. Garabel 5. Mark A. Robilles | Ma. Asuncion L. Muncada |
| 5. New Rizal ES | Catarman V | Violeta L. Sales | 1. Rowena M. Carias 2. Mary Jean V. Cadut 3. Lemart G. Cuanico 4. Myra S. Delorino 5. Clarinda Ortego | |
| 6. Gibulwangan ES | Catarman VI | Angelina I. De Guia | 1. Anamel Q. Mosende 2. Tessa C. Domalaon 3. Alliah C. Batiles 4. Mayshele D. Balanon 5. Jerald Yamogan | |
| 7. Liberty ES | Catarman VI | Momar P. Alcantara | 1. Jeyan Connie T. Ocanada 2. Kristine L. Portes 3. Mary Grace A. Florano 4. Jason T. Saldo 5. Edralyn T. Diaz | |
| 8. San Miguel ES | Lope de Vega | Helen D. Diomangay | 1. Maridel A. Eito 2. Jessa A. Saludario | Precious P. Catipay |

| | | | | |
|----------------------------|---------------|-----------------------|--|--------------------|
| | | | 3. Alyssa Marie B. Termo 4. Jennifer E. Pajarito | |
| 9. Mandugang ES | San Jose | Glenaline L. Bangngat | 1. Jessica D. Malabon 2. Jesrelle Jane M. Morecho 3. Jezebelle Pearl P. Montanez 4. Richelle P. Pelonia | Carmela C. Indino |
| 10. Guindaulan ES | Rosario | Regina T. Din | 1. Mary Joy L. Ballicud 2. Idol C. Pedong 3. Cathlyn P. Castillo 4. Glendie C. Sajetarios 5. Leliosa N. Saliling | |
| 11. Gonzaga ES | Victoria | Jeffrey C. Senadjan | 1. Mary Grace P. Tuan 2. Lany S. Tan 3. Kimberly P. Caranzo 4. Emilda B. Sinzon | Melchora Dones |
| 12. Himbang ES | Catarman II | Eireen O. Morado | 1. Mirasol B. Sumalisid 2. Rizza G. Obieta 3. Catherine B. Castillo 4. Ma. Kristel M. Gonzales | Melody H. Cabales |
| 13. Flormina ES | Mondragon I | Rina A. Cebujano | 1. Julie Anne D. Rongcales 2. Laarni O. Sampayan 3. Edith Joy C. Lagrimas 4. Lariza Joy E. Nonan | Gay G. Ty |
| 14. Malicolico ES | Lavezares I | Rhea P. Reparip | 1. Lucio B. Capinding Jr. 2. Ma. Teresa B. Estavillo 3. Soraida R. Guco 4. Sherrie Ann M. Reparip | Cheryl Ann Catucod |
| 15. Salvacion ES | San Isidro II | Antonieta M. Sampayan | 1. Cheche A. Olitan 2. Bernadette O. Gabitan 3. Margery P. Olojan 4. Donnalyn C. Mahinay | Duvena C. Obeda |
| NO. OF PARTICIPANTS | | 15 | 67 | 10 |
| TOTAL | | 92 | | |

| BATCH 2 – SECOND DISTRICT (MAY 25, 2024) | | | | |
|---|------------------------|-------------------------|--|---------------------|
| NAME OF SCHOOL | SCHOOL DISTRICT | SCHOOL HEAD | TEACHERS | NURSE |
| 1. Naparasan ES | Mapanas | Joseph C. Esponilla | 1. Mariel O. Barnobal 2. Analyn V. Muncada 3. Rico O. Cuadra 4. Mary Jean C. Cerbito | Pinky A. Detera |
| 2. Imelda ES | Lapinig | Maria Girlie S. Maestre | 1. Liezl P. Davao 2. Dharyl L. Piandiong 3. Maria Joana P. Alura 4. Ralph P. Domingo | Venjenette Lugo |
| 3. Maragano ES | Palapag I | Mary Ann L. Laoreno | 1. Diosdado B. Porte Jr. 2. Ro-an T. Pajantoy 3. Mark M. Recare 4. Edcel Brenda D. Laoreno | Kier B. Taldo |
| 4. Canjumadal ES | Pambujan I | Adonis Fel Flores | 1. Ronalyn Luna 2. Vie Acedera 3. Nenia Cerbito 4. Lyle Siervo | Sheila C. Aguilando |
| 5. Balud ES | San Roque | Eddie S. Enero | 1. Annabelle F. Fidel 2. Farrenly E. Siervo 3. Cecilio C. Cisneros 4. Madelyn T. Tulipas | Gladys P. Ibanez |
| 6. Junction ES | Laoang V | Alfreda D. Tenedero | 1. Nerlita G. Fecunda 2. Mylene B. Mosende 3. Edna P. Sanchez 4. Maria Cecilia A. Lozano | Glenda T. Tepace |
| 7. Calomotan ES | Laoang I | Merlita C. Pinca | 1. Gina M. Cerbito 2. Hilario M. Ronquillo 3. Vilma I. Naval 4. Jose Frank Balanquit | Rosalie A. Rojero |
| 8. Giparayan ES | Pambujan II | Lino S. Balanquit | 1. Rosellier P. Formaran 2. John Rey R. Lipata 3. Sunny Faye B. Balanquit 4. Clofe S. Batulat | Nilma S. Regulacion |
| 9. San Francisco ES | Catubig II | Felda Nebrao | 1. Maribeth R. Salazar 2. Roselma P. Gorgonia 3. Mhary Henz D. Silva 4. Jerry M. Adrayan | Wevina P. Vicencio |
| 10. Magsaysay ES | Las Navas II | Rhea B. Gallanes | 1. Ferlyn P. Milla 2. April P. Porton 3. Oliver T. Limboy 4. Joemar T. Ambon | Jackilyn B. Morales |
| 11. Rebong ES | Las Navas I | Jenny B. Tenedero | 1. Anamie T. Tenedero 2. Michelle P. Pajuelas 3. Mariel L. Zamora 4. Analiza A. Florano | |

| | | | | |
|----------------------------|---------------|--------------------|--|---------------------|
| 12. Langob ES | Laoang II | Antonio Lagrimas | 1. Riza Ultra 2. John Enrico Durin 3. Lorena Bertos 4. Divina Osinaga | Ma. Iris M. Tan |
| 13. Anito ES | Gamay I | Jeger O. Miano | 1. Juvyfe Bello 2. Angelica P. Larioque 3. Ronjay Mengullo 4. Allan P. Paragas | Jeniffer M. Pajares |
| 14. Malobago ES | San Roque | Cindy C. Siscar | 1. Mary Claire M. Ortenero 2. Florevic J. Avalon 3. Adriano C. Egana 4. Cynthia Rose T. Lutao | Christy A. Ador |
| 15. Gusaran ES | Silvino Lobos | Marisol R. Bantilo | 1. Annielyn T. Castillo 2. Jomar C. Sua 3. Marichelle L. Tobiaso 4. Sonny C. Surio | Lanny A. Espina |
| NO. OF PARTICIPANTS | | 15 | 52 | 14 |
| TOTAL | | 81 | | |

| RESOURCE SPEAKERS | |
|------------------------------------|----------------------------------|
| Morning Sessions | Afternoon Sessions |
| Session 1: Momar Alcantara | Session 1: Joseph Esponilla |
| Session 2: Katrina Kristel Tafalla | Session 2: Pinky A. Detera |
| Session 3: Jason Mensorado | Session 3: Antonette Sosing |
| Preliminaries: Jerald Yamogao | Preliminaries: Rosalie A. Rojero |

| TRAINING FACILITATORS/ PROGRAM MANAGEMENT TEAM/ MODERATORS | |
|---|---|
| 1. Peter Bobiles | Senior Education Program Specialist |
| 2. Pepito Saldo | Education Program Specialist II |
| 3. Alma M. Cuanico | Nurse II – <i>Division HLI Focal Person</i> |
| 4. Marvin D. Socorro | Nurse II |
| 5. Precy M. Ereno | Nurse II |
| 6. Myra D. Santos | Nurse II |
| 7. Robert Ruben Pulga | School Head |
| 8. Tara M. Bido | School Head |
| 9. Salvacion D. Tolitol | School Head |