



Republic of the Philippines
Department of Education
REGION XII
SCHOOLS DIVISION OFFICE OF TACURONG CITY

06 August 2026

DIVISION MEMORANDUM

CID-2026- 091

CONDUCT OF ENHANCING TEACHING QUALITY THROUGH INSTRUCTIONAL COACHING AND MENTORING FOR LITERACY AND NUMERACY – PHASE 2

To: Assistant Schools Division Superintendent
Functional Division Chiefs
Education Program Supervisors
Cluster Heads
Elementary School Administrators
Public Schools
This Division

1. In reference to the DepEd National Educators Academy of the Philippines (NEAP) Advisory dated August 5, 2026, entitled “Enhancing Teaching Quality Through Instructional Coaching and Mentoring for Literacy and Numeracy,” the Schools Division Office of Tacurong City, through the Curriculum Implementation Division (CID), hereby identifies the following participants to attend the Conduct of Enhancing Teaching Quality Through Instructional Coaching and Mentoring for Literacy and Numeracy – Phase 2, which shall be conducted through asynchronous and face-to-face modalities.

2. The schedule and modalities of the activity are as follows:

Date	Modality	Venue
August 8-9, 2026	Asynchronous	Via DepEd-LMS
August 15-16, 2026	Face-to-Face (RO Rollout)	Paraiso Verde, Koronadal City

3. Participants shall be entitled to service credits or Compensatory Time-Off (CTO), in accordance with DepEd Order No. 53, s. 2003, titled “Updated Guidelines on the Grant of Vacation Credits to Teachers”, should the activities fall on weekends, work suspension, official breaks, or holidays.

4. Board and lodging, including supplies and materials, shall be charged against the TEACEP Funds, while transportation expenses shall be charged against the Schools Maintenance and Other Operating Expenses (MOOE) Fund or Local Fund, subject to the usual accounting and auditing rules and regulations.

5. For reference and other information, the following are enclosed:

- *Enclosure 1* – DepEd-NEAP Advisory
- *Enclosure 2* – List of Participants



Address: Alunan Highway, Poblacion, Tacurong City 9800
Telephone Numbers: (064)-562-4880; 0919-065-6425
Email: tacurong.city@deped.gov.ph
Website: depedtacurong.org



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6. For inquiries and concerns, please contact EPS Rona L. Bred, TEACEP Focal Person, through rona.bred@deped.gov.ph.
7. Immediate and wide dissemination of this Memorandum is desired.

CARLOS G. SUSARNO, PhD, CESO VI
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

Enclosure: As stated
Reference: DepEd-NEAP Advisory
Allotment: None

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

**LITERACY
TRAININGS**

**NUMERACY
PROGRAMS**

RLB/DM/CID/CONDUCT OF ENHANCING TEACHING QUALITY THROUGH INSTRUCTIONAL COACHING AND MENTORING FOR LITERACY AND NUMERACY – PHASE 2/ August 6, 2026



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Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

ADVISORY
5 August 2026

*Enhancing Teaching Quality Through Instructional Coaching and Mentoring for
Literacy and Numeracy*

1. In reference to **DM-OULS-2026-157**, titled *Conduct of Enhancing Teaching Quality Through Instructional Coaching and Mentoring for Literacy and Numeracy*, dated **27 April 2026**, this Advisory is issued to provide guidelines on the conduct of the **Phase 2 Rollout Training**, including the implementation of **Phases 2, 3, and 4**; registration in the **DepEd Learning Management System (LMS)**; and the conduct of classroom observations.
2. In observance of the Instructional Block, prescribed under DepEd Order No. 009, s. 2026, titled *Guidelines on the Implementation of the Three-Term School Calendar in Basic Education*, issued on April 16, 2026, the Phase 2 Rollout Training shall be implemented through the following two (2) learning modalities to ensure minimal disruption to classroom instruction:
 - a. Asynchronous training through the LMS; and
 - b. 2-day Face-to-Face Training.
3. The updated dates and venues for Phases 2 and 3 implementations are as follows:

ACTIVITY	DATE	VENUE
Enhancing Teaching Quality through Instructional Coaching and Mentoring for Literacy and Numeracy- Phase 2 (Rollout Training)	August 8, 2026	Asynchronous via LMS
	TBA by ROs	Clusters TBA by ROs
Enhancing Teaching Quality through Instructional Coaching and Mentoring for Literacy and Numeracy- Phase 3 (Training of Trainers)	August 23–28, 2026	Zamboanga del Norte

4. The Phase 2 Asynchronous activities will be on August 8, 2026, through the LMS. **Enclosure 1** provides the step-by-step guide for accessing the LMS and completing the required asynchronous sessions. Participation in these asynchronous sessions shall be limited to the endorsed Phase 2 participants who meet the selection criteria and participant qualifications for the Master Teacher Instructional Coaching Program, as provided in Enclosure 3 of the Advisory dated June 16, 2026.
5. Following the Asynchronous activities, Regional Offices (ROs) shall organize and conduct the 2-day face-to-face training through clustered arrangements. Resource Persons or Facilitators for the training shall be the trained School Heads and Supervisors who completed the **Phase 1 Training of Trainers**. The ROs shall

determine the clustering arrangements and shall issue a separate regional issuance indicating the final training schedules and venues.

6. To maximize the utilization of the downloaded funds, the ROs may accommodate additional participants beyond the allocated number of Master Teachers for the program, provided that these participants are **not** from the *List of Schools for the Succeeding Implementation Cycle of the Master Teacher Instructional Coaching Program*. An updated list of schools will be issued through a separate Advisory.
7. **School Heads** may be considered to participate, specially for schools without Master Teachers, provided, that they meet the prescribed participant qualifications.
8. To facilitate the M&E of the program, all participants shall be registered in the **Bayan Academy M&E Platform**. The platform shall be used to administer the required pre-test and post-test, collect the required monitoring and evaluation data, and facilitate other program monitoring requirements.
9. Following the completion of the Rollout Training Phases, the trained Master Teachers shall conduct classroom observations and provide instructional coaching to teachers in the participating schools using the **TEACEP GUIDE** and coaching materials.
10. To gather baseline data as basis for teachers' professional development program, classroom observations shall be conducted from September 16 to October 9, 2026. ROs shall issue necessary guidance to SDOs for the implementation of classroom observations. The SDOs shall coordinate with schools in determining the implementation schedule and arrangements.
11. For reference in the conduct of Phases 2, 3 and 4, attached are the following enclosures:
 - a. *Enclosure 1*– Step-by-Step Guide for Creating a DepEd LMS Account and Completing the Phase 2 Asynchronous Training
 - b. *Enclosure 2*– Updated Indicative Program of Activities for Phase 2
 - c. *Enclosure 3*– Indicative Program of Activities for Phase 3
 - d. *Enclosure 4*– Meal Provision Guide and Check-in and Check-out Details for Phase 3
 - e. *Enclosure 5*– Indicative Program of Activities for Phase 4
12. For further inquiries and clarifications, please contact **Mr. Alexander Simagala**, NEAP Project Development Officer IV, through email alexander.simagala@deped.gov.ph or neap.pdd@deped.gov.ph.
13. Immediate dissemination and compliance with this Advisory are desired.


JOSEPH G. DELA CRUZ

Director IV

National Educators Academy of the Philippines

Enclosure 1

STEP-BY-STEP GUIDE FOR CREATING A DEPED LMS ACCOUNT AND COMPLETING PHASE 2 ASYNCHRONOUS TRAINING

1. Open your web browser and go to the DepEd LMS website:
<https://learning.deped.gov.ph/>
2. Log in Using Your Microsoft Account. On the LMS homepage, click **Log In** and select **Sign in with Microsoft**.
3. Enter your official DepEd email address and password on the Microsoft sign-in page.
4. Review the permissions requested by the system, then click **Accept**. This authorizes the DepEd LMS to verify your identity and provide access to the platform and its learning resources.
5. After successful authentication, you will be automatically redirected to the DepEd LMS dashboard.
6. Complete or update your profile information by filling in all required fields. Ensure that the information provided is accurate and up to date.
7. Open a new browser tab and enter <https://tinyurl.com/TEACEP2026-LMS> to locate the course titled: *Enhancing Teaching Quality through Instructional Coaching and Mentoring for Literacy and Numeracy – Phase 2 (Asynchronous)*. Click "Continue."
8. All endorsed Phase 2 participants with active DepEd email addresses will be enrolled by the NEAP CO LMS administrator.
9. Once enrolled, complete the asynchronous activities. Click **My Courses** to access the course.
10. You are required to complete all learning sessions and activities within the prescribed schedule. All required session outputs shall be printed and submitted to the Project Management Team during the 2-day face-to-face training.



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Enclosure No. 2 to Division Memorandum CID-2026 - 091

LIST OF PARTICIPANTS

CONDUCT OF ENHANCING TEACHING QUALITY THROUGH INSTRUCTIONAL
COACHING AND MENTORING FOR LITERACY AND NUMERACY – PHASE 2

No	Name	Position	Office/ Station
1	Jeany Lyn F. Caballero	Master Teacher I	Tacurong Pilot ES
2	Isidro E. Carvajal	Master Teacher I	Tacurong Pilot ES
3	Maria May F. Ollosa	Master Teacher I	Tacurong Pilot ES
4	Gretchen Rose B. Paches	Master Teacher I	Tacurong Pilot ES
5	Clarence Dale M. Pampag,	Master Teacher I	Tacurong Pilot ES
6	Noeme D. Panizales	Master Teacher I	Tacurong Pilot ES
7	Emelita F. Alcular	Master Teacher I	New Isabela CES
8	Jedelyn B. Portuito	Master Teacher I	New Isabela CES
9	Veronoca C. Del Prado	Master Teacher I	New Isabela CES
10	Edsubaina K. Angeles	Master Teacher I	Kalandagan ES
11	Christine G. Umadhay	Master Teacher I	JHLacson ES
12	Krizza Mae E. Aguirre	Master Teacher I	Tina ES
13	Febie Lee B. Pelitro	Master Teacher I	San Emmanuel ES
14	Mary Gace C. Padernal	Master Teacher I	Maria A Montilla ES
15	Janet V. Magtulis	Master Teacher I	Buenaflor ES
16	Jeanette P. Garde	Master Teacher I	San Antonio ES
17	Mary Jane F. Camilon	Master Teacher I	Amado Fernandez, Sr. CS
18	Rachel Antoinette M. Diaz	Master Teacher II	Amado Fernandez, Sr. CS
19	Ruby C. Arcenas	Master Teacher I	Josue Alcasid CS
20	Thelma P. Sabdani	Master Teacher I	Elisa P. Bernardo MES
21	Grace E. Cuevas	Master Teacher I	Jose V. Lagon ES
22	Alcid S. Sabdani	Master Teacher I	Jose V. Lagon ES
23	Mary Grace D. Arabis	Master Teacher I	Lancheta-Magallon ES
24	Jeanilee T. Asuncion	Master Teacher II	Tacurong Pilot ES
25	Myra P. Ballera	Master Teacher II	Tacurong Pilot ES
26	Jocelyn C. Barroquillo	Master Teacher II	Tacurong Pilot ES
27	Agripina F. Corpuz	Master Teacher II	Tacurong Pilot ES
28	Melody B. Fernandez	Master Teacher II	Tacurong Pilot ES
29	Bella Ellinore G. Lacro	Master Teacher II	Tacurong Pilot ES
30	Noemi G. Lagunoy	Master Teacher II	Tacurong Pilot ES
31	Mayflor T. Ponce	Master Teacher II	Tacurong Pilot ES
32	Joseph L. Tayo	Master Teacher II	Tacurong Pilot ES
33	Gladys P. Viola	Master Teacher II	Tacurong Pilot ES
34	Lovelyn P. Sevilla	Master Teacher II	New Isabela CES
35	Melba M. Pablico	Master Teacher II	New Isabela CES
36	Lolita L. Acosta	Master Teacher II	New Isabela CES
37	Helen C. Colubio	Master Teacher II	New Isabela CES
38	Maria Fe F. Jayag	Master Teacher II	Maria Z. Bayya ES
39	Jocelyn A. Antonio	Master Teacher II	J. Hector Lacson ES
40	Jocelyn R. Hagoriles	Master Teacher II	Abang-Suizo IS



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41	Neptali P. Mayuga	Master Teacher II	Abang-Suizo IS
42	Imelda V. Bracamonte	Master Teacher II	Maria A. Montilla MES
43	Delia A. Del Castillo	Master Teacher II	Josue Alcasid CS
44	Maria Fe P. Catalan	Master Teacher II	Josue Alcasid CS
45	Brilin A. Adalin	Master Teacher III	Kalandagan ES
46	Adonis S. Gacho	Master Teacher III	Pedregosa-Acosta ES
47	Helen H. Gamboa	Master Teacher III	New Isabela CES
48	Lucy F. Padillo	Master Teacher III	Rajah Muda ES-BEAM
49	Rolibecca C. Cruz	Head Teacher I	San Rafael ES
50	Jurence P. Navarro	Head Teacher I	Lourdes Pama ES
51	Floro A. Belano	Head Teacher II	Elisa P. Bernardo MES-BEAM
52	Mary Lee D. Econg	Principal I	Casilda P. Venus ES
53	Ma. Bella A. Victorio	Principal I	Victorina P. Dasmariñas ES
54	Melanie B. Delos Santos	Principal II	New Lagao ES
55	Wendy Lynn G. Conejar	Principal II	Tacurong Pilot ES
56	Georgina B. Batadlan	Head Teacher I	Tacurong Pilot ES