


Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City 7100

**RELEASED**

SEP 19 2018

BY:  DATE: \_\_\_\_\_  
NAME SIGNATURE

**Unnumbered Memorandum**

To : Public Schools District Supervisors  
Elementary & Secondary School Heads

From : The Office of the Schools Division Superintendent

Subject : **CONDUCT OF THE DISTRICT-BASED SEMINAR WORKSHOP IN  
THE DEVELOPMENT OF SELF INSTRUCTIONAL MATERIALS  
(SIMS) IN ARALING PANLIPUNAN**

Date : September 19, 2018

1. To strengthen the implementation in the use of Self -Instructional Materials (SIMs) in the respective districts, the Public Schools District Supervisor and the Araling Panlipunan Focal Person of the district will incorporate the conduct of the Three-Day District Based Training in the Development of SIMs from Grades 4-10 on least learned competencies for the 1<sup>st</sup> and 2<sup>nd</sup> Quarters of this S.Y. 2018-2019 during the Semestral Break which will be scheduled on October 23-25, 2018.

2. This activity aims to:

- a. design and develop a self-contained, self-directed, self-motivated and contextualized self-instructional materials;
- b. address the gap on lack of teacher's instructional support during instruction and remedial classes,
- c. gain mastery on least learned competencies.

*The participants are expected to produce two (2) SIMs per grading period.*

3. The facilitators are the following:


- ELEM: a. AP Focal person of the district .  
b. 3 MT/teachers to be identified by the PSDS/ AP Focal Person
- SECONDARY: a. AP Focal person  
b. Grade 9 teachers who were in attendance on May 9-10,  
2018 at Mibang Hotel, Dipolog City.

The participants are expected to produce two (3) SIMs per grading period.

4. Focal persons will submit a narrative report to be emailed to: [julietvelasco5055@yahoo.com](mailto:julietvelasco5055@yahoo.com).  
List of focal persons is found in the enclosure.

5. Supplies/materials and travel expenses incurred by the participants relative to their attendance to this activity shall be chargeable against Local Funds/School MOOE subject to the usual accounting and auditing rules and regulation.

6. Immediate and wide dissemination of this memorandum is desired.

  
**PEDRO MELCHOR M. NATIVIDAD, CSEE**  
Schools Division Superintendent

**Enclosure 2to Unnumbered Division Memorandum****LIST OF FOCAL PERSONS IN ARALING PANLIPUNAN (SECONDARY)**

| Name                         | Position          | School            | Cluster |
|------------------------------|-------------------|-------------------|---------|
| 1. Dr. Arnel B. Tormis       | Teacher I         | Polanco NHS       | 1       |
| 2. Dr. Joseph Am-is          | Teacher III       | Sergio Osmeña NHS |         |
| 3. Roselyn B. Mamenta        | Teacher II        | Kanim NHS         |         |
| 4. Janet P. Plazos           | Master Teacher II | Katipunan NHS     | 2       |
| 5. Maricar B. Hernanin       | Teacher I         | Langatian NHS     |         |
| 6. Epifanio Gabame E. Piedad | Head Teacher II   | Manukan NHS       |         |
| 7. Marissa A. Canastra       | Principal I       | Dumalogdog NHS    | 3       |
| 8. Melchie S. Frasco         | Teacher I         | Ponot NHS         |         |
| 9. Anielyn N. Bandivas       | Teacher II        | Sindangan NAS     |         |
| 10. Delma B. Cababat         | Head Teacher III  | Tampilisan NHS    | 4       |
| 11. Janice A. Catubig        | Teacher I         | Comprá NHS        |         |
| 12. Miraflor D. Bayawa       | Teacher I         | Bacong NHS        |         |
| 13. Susan E. Evalaroza       | Teacher III       | Baliguian NHS     | 5       |
| 14. Rosalinda B. Salasayo    | Head Teacher III  | Bacungan NHS      |         |
| 15. Jonnelyn P. Limpuson     | Teacher I         | Malayal NHS       |         |

**Enclosure 1 to Unnumbered Division Memorandum**  
**LIST OF FOCAL PERSONS IN ARLING PANLIPUNAN**  
**Elementary**

| CLUSTER   | NAME                          | POSITION          | SCHOOL                | DISTRICT          |
|-----------|-------------------------------|-------------------|-----------------------|-------------------|
| CLUSTER 1 | 1. ELVIRA H. ANGHAG           | MASTER TEACHER I  | EL PARAISO ES         | LA LIBERTAD       |
|           | 2. NOEL B. SUMALPONG          | HEAD TEACHER I    | JUAN C. DUMAOG SR. ES | MUTIA             |
|           | 3. JUANITA O. VIADO           | HEAD TEACHER I    | BACUYONG ES           | PIÑAN             |
|           | 4. EDGAR L. NANOL             | PRINCIPAL II      | ISIS ES               | POLANCO I         |
|           | 5. CONSOLACION M. REGENCIA    | MASTER TEACHER I  | LETAPAN ES            | POLANCO II        |
|           | 6. HARVEY M. PINGKIAN         | TEACHER I         | MAPANG ES I           | RIZAL             |
|           | 7. MELISSA C. PALOMARES       | MASTER TEACHER II | SINAI ES              | SERGIO OSMEÑA I   |
|           | 8. MARILY Q. ANOY             | MASTER TEACHER I  | NEBO ES               | SERGIO OSMENA II  |
| CLUSTER 2 | 9. JANET B. BALDAMOR          | MASTER TEACHER I  | MINLASAG ES           | SIBUTAD           |
|           | 10. MARILOU I. BARO           | PRINCIPAL I       | MALASAY ES            | KATIPUNAN I       |
|           | 11. ELMER I. BANAL            | HEAD TEACHER III  | SINGATONG ES          | KATIPUNAN II      |
|           | 12. ROGER GERZON              | HEAD TEACHER III  | BANBANAN ES           | ROXAS I           |
|           | 13. NHYZL V. NAZARENO         | HEAD TEACHER I    | CANOBONGAN ES         | ROXAS II          |
|           | 14. ELEAZAR E. DENOLAN        | HEAD TEACHER I    | PALARANAN ES          | MANUKAN I         |
| CLUSTER 3 | 15. ROGELIO A. LANGCAMON      | HEAD TEACHER I    | GUPOT ES              | MANUKAN II        |
|           | 16. OFELIA A. CALID           | PRINCIPAL II      | PONOT CENTRAL SCHOOL  | PONOT             |
|           | 17. RAZEL MAQUILING           | MASTER TEACHER I  | DUMPILAS ES           | SIAYAN            |
|           | 18. GETTA A. GALO             | HEAD TEACHER I    | LAYAWAN ES            | SINDANGAN CENTRAL |
|           | 19. ROSEVILLA S. DECTACAMENTO | PRINCIPAL II      | MOTIBOT ES            | SINDANGAN NORTH   |
| CLUSTER 4 | 20. WILVEN GREJALDO           | PRINCIPAL I       | LAWAGAN ES            | SINDANGAN SOUTH   |
|           | 21. LEONARDO S. DADAN         | HEAD TEACHER I    | MANGOP ES             | BACUNGAN          |
|           | 22. ELIZABETH L. TABILIRAN    | HEAD TEACHER II   | BALAKAN ES            | SALUG I           |
|           | 23. BENEDICTO S. BERNALDEZ    | HEAD TEACHER I    | CANAWAN ES            | SALUG II          |
|           | 24. JERALDINE L. GUMILA       | MASTER TEACHER I  | COMPRA ES             | LILOY I           |
|           | 25. EVANGELINE F. QUITARA     | HEAD TEACHER I    | OVERVIEW ES           | LILOY II          |
|           | 26. JOSE A. ABARCA            | HEAD TEACHER I    | SARAWAGAN ES          | GODOD             |
|           | 27. GORGONIA J. PACULBA       | Master Teacher II | NEW DAPITAN ES        | TAMPILISAN        |
| CLUSTER 5 | 28. LETECIA PETRALBA          | MASTER TEACHER I  | MALINTUBOAN ES        | KALAWIT           |
|           | 29. FRANCISCA E. UY           | HEAD TEACHER IV   | MALINTUBOAN ES        | LABASON           |
|           | 30. JOVIE MONTINA             | TEACHER I         | KAUSWAGAN ES          | BALIGUIAN         |
|           | 31. ARLYN G. CRUZ             | HEAD TEACHER IV   | MATUNOY ES            | GUTALAC I         |
|           | 32. ROMAN P. ALBERASTINE      | HEAD TEACHER II   | BUENAVISTA ES         | GUTALAC II        |
|           | 33. MAJEL S. SUMACAY          | HEAD TEACHER III  | STO. NINO ES          | SIBUCO            |
|           | 34. GLADYS U. LACANDAZO       | HEAD TEACHER I    | STA. MARIA ES         | SIRAWAI           |
|           | 35. ANNIE I. BILLONES         | PRINCIPAL I       | BUCANA ES             | SIOCON            |