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Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OF BULACAN

August 18, 2023

DIVISION MEMORANDUM

No. 375 s. 2023

DIVISION CAPACITY BUILDING ON ARABIC EMERGENT READING AND CULTURE AWARENESS (AERCA) FOR MADRASAH EDUCATION PROGRAM BASIC LEVEL

To: Assistant Schools Superintendents
CID/SGOD Chiefs
Public School District Supervisors/Education Program Supervisors
Public Elementary/Secondary School Heads
All Others Concerned

1. Pursuant to the DepEd Order No. 41, series of 2017, stated that Arabic Emergent Reading and Culture Awareness (AERCA) is a capacity-building program for Madrasah Education Program (MEP) implementers to acquire basic knowledge on Arabic Language and Culture that are essential to instructional supervision as well as in the promotion of respect and understanding of Muslim culture, hence, this Office shall conduct Division Capacity Building on Arabic Emergent Reading And Culture Awareness (AERCA) for Madrasah Education Program for MEP implementers and teachers on August 23-25, 2023, at the venue to be announced later.
2. The activity aims for the participants to:
 - a. Enhance their Arabic language proficiency and cultural awareness, pedagogical skills, and instructional supervision competencies for the implementing school heads;
 - b. Develop an in-depth understanding of Muslim cultures, traditions, practices, and beliefs to foster respect, inclusion, and peaceful co-existence;
 - c. Strengthen their competence in assessment techniques for monitoring and evaluating Arabic Language and Islamic Values Education (ALIVE) classes; and
 - d. Make informed decisions and accountability on MEP implementation.





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3. Participants of this training are School Heads of MEP implementing schools, School MEP Focal Persons/Coordinators, and ALIVE teachers/Asatidz, whose names are indicated in Enclosure 1.
4. The matrix of the program and the names of the assigned Technical Working Group (TWG) are reflected in Enclosure No. 2.
5. It is expected that all attendees observe the minimum health standard protocol in compliance to omnibus guidelines on the implementation of community quarantine in the Philippines for the management of emerging infectious diseases as preventive interventions to combat Covid 19.
6. Transportation expenses of the participants will be charged from school funds while their meal allowance will be charged to division funds subject to the usual accounting and auditing rules and regulations.
7. Applicable service credits or compensatory time off will be given to the participants.
8. This Memorandum serves as the travel authority of all the participants.
9. Immediate and wide dissemination of this Memorandum is desired.


NORMA P. ESTEBAN, EdD, CESO V
School Division Superintendent





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Enclosure No. 1 of Division Memorandum No. 375 S, 2023

**LIST OF PARTICIPANTS IN THE DIVISION CAPACITY BUILDING ON
ARABIC EMERGENT READING AND CULTURE AWARENESS (AERCA)
FOR MADRASAH EDUCATION PROGRAM BASIC LEVEL**

	SCHOOL	School MEP Focal Person	ALIVE Teachers	School Heads
1	San Jose ES	Marifi C. Antonio	Anisa P. Ibrahim/Nahidah A. Macaraya	Lourdes O. Lagartera
2	Sta Maria ES	Melanie Q. Vera	Baisa A. Saripada/Almairah S. Paker	Virginia S. Juan
3	Bagbaguin ES	Yolanda S. Zapra	Mei Mei Mariano	Annabelle S. Reyes
4	Balagtas CS	Wendy B. Molina	Salahodin A. Angnie/Khadafi D. Macalnas	Nora J. Adriano
5	Balagtas Heights ES	Evelyn C. Alcantara	Homaida A. Abdulsamad	Carmelita D. Espiritu
6	Baliwag North CS	Jenny F. Selose	Mahid Basher	Marilyn P. Samsom
7	Banga ES	Guida I. Mendoza	Amron M. Abdul Azis	Lorena F. Villalon
8	Bigte ES	Rose Ann B. Anasco	Bernard Jr. M. Moros	Jonkelly T. Torrecampo
9	Marciano del Rosario MS	Magdalena G. Mercado	Nasrima U. Racman	Ma. Cecilia J. Pascual
10	Pandi Residences ES	Maria Teresa S. Vergel De dios	Ansary O. Cali	Maria Luisa G. Estrella
11	Timoteo Policarpio ES	Maricar O. Arizapa	Maricar O. Arizapa	Rolando M. Caliwag, PhD
12	St. Martha ES	Harold Villeguez	Camal Balangi	Rosary V. Sindayen
13	Cacarong Bata ES	Jessa Paula F. Pascual	Nashiba P. Sani	Bienvenida T. Valcos
14	Pulilan CS	Fortunato Valencia	Sittie Rainie M. Faisal	Revelyn L. Maniego





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Enclosure No. 2 of Division Memorandum No. 375 S, 2023

Learning and Development Matrix

Time	Day 1	Day 2	Day 3
8:00-8:30	Opening Program	MOL	MOL
8:30-10:00	Topic: The Arabic Alphabet Bilabial Letter, Dental and Inter-Dental Letters Speaker: Omar Manalocon	Topic: The Short Vowels II Speaker: Jefferson M. Cordon	Topic: Polite Greetings and Expression; Concept of Halal and Haram Speaker: Mark Anthony Acuavera
10:00-10:15	Health Break		
10:15-12:00	Topic: The Arabic Alphabet Alveolar, Velarized and Aveo-Palatal Letters Speaker: Jefferson M. Cordon	Topic: The Long Vowels Speaker: Omar Manalocon	Topic: Understanding Islam and Muslims History in Islam and 14 Muslim Ethno-Linguistic Group in the Philippines Speaker: Mark Anthony Acuavera
12:00-1:00	Lunch and Prayer Time (Dhur)		
1:00-2:00	Topic: The Arabic Alphabet Palatal, Velar, and Uvular Letters Speaker: Mark Anthony Acuavera	Topic: The Independent Letters I Speaker: Jefferson M. Cordon	Output Preparations and Submission
2:00-3:00	Topic: The Arabic Alphabet Pharyngeal and Glottal Letters Speaker: Jefferson M. Cordon	Topic: The Independent Letters II Speaker: Mark Anthony Acuavera	
3:00-3:30	Lunch and Prayer Time (Asr)		
3:30-5:00	Topic: The Short Vowels I Speaker: Jefferson M. Cordon	Topic: The Arkanul Islam (5 Pillars of Islam) Speaker: Jefferson M. Cordon	Closing Program





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Enclosure No. 2 of Division Memorandum No. 315 S, 2023

LIST OF THE TECHNICAL WORKING GROUP (TWG)

TWGs	Nurses
Marifi C. Antonio	TBA
Melanie Q. Vera	TBA
Bernard Jr. M. Moros	(c/o Health Department)
Maricar O. Arizapa	
Ariston E. Manuel	

RESOURCE SPEAKERS

Name	Station	Designation
Jefferson M. Cordon	DepEd Central Office	Supervising Education Program Specialist
Mark Anthony Acuavera	SDO - Zambales	Teacher III / SMEPFC
Sultan Samsoden P. Manalocon	Bulacan Muslim Affairs and Consultative Council	President

