



Republic of the Philippines  
**Department of Education**  
REGION III  
Schools Division Office of Bulacan

March 4, 2024

**Division Memorandum**  
No. III s. 2024

**DIVISION WRITESHOP ON THE DEVELOPMENT OF CLASSROOM-BASED  
ASSESSMENT TOOLS IN ALL GRADE LEVEL ACROSS SUBJECT AREAS AND  
INCLUSIVE EDUCATION**

To: Assistant Schools Division Superintendent  
Division Chiefs  
Division Education Program Supervisors  
Public Schools District Supervisor  
Elementary and Secondary Public School Head  
All Others Concerned

1. The Department of Education-Schools Division of Bulacan, through the Curriculum Implementation Division, announces the conduct of Division Writeshop on the Development of Classroom-Based Assessment Tools in All Grade Level Across Subject Areas and Inclusive Education on March 13-15, 2024, at the venue to be announced.
2. This activity aims to:
  - a. provide test writers with an overview of the test design, test administration, and scoring of standardized tests;
  - b. develop assessment tools that cover 21st-century skills, core senior high school learning areas, and inclusive education;
  - c. validate the content of the assessment tools that cover the 21st-century skills, core senior high school learning areas, and inclusive education;
  - d. evaluate locally produced assessment tools in terms of:
    1. content
    2. language
    3. format
  - e. establish and maintain a Division test item bank for pen-and-paper tests and computer-based assessment;
3. Relative to this activity, the selected writers and validators are reminded of the following:
  - a. Guidelines in Area 1 (competency compliance) and Area 3 (instructional design Evaluation), which shall be used to



Address: Provincial Capitol Compound, Brgy. Guinhawa,  
City of Malolos, Bulacan

Website: <https://bulacandeped.com>

Email: [bulacan@deped.gov.ph](mailto:bulacan@deped.gov.ph)



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- prepare their marginal notes, may be accessed through a Microsoft One Drive link;
- b. Own laptops, extension cords, and useful reference materials shall be brought during the live-in activity;
  - c. Certificates of Recognition will be awarded to the participants for serving as Writers, Validators, and TWG members in this activity;
  - d. To ensure that classes will not be disrupted, teachers attending this workshop are advised to adopt blended learning, or relievers may be assigned to handle their classes.
4. Attached are the following enclosures for guidance and information:  
Enclosure 1: List of Participants  
Enclosure 2: Training Matrix
5. All expenses incurred in conducting this workshop shall be charged against Division INSET funds. In contrast, participant's transportation shall be charged against local school funds subject to usual accounting and auditing rules and regulations.
6. This Memorandum serves as the travel authority of the participants.
7. Immediate and widest dissemination of this Memorandum is desired.

  
**NORMA P. ESTEBAN, EdD, CESO V**  
Schools Division Superintendent

**Participants in the Division Writeshop on the Development of Classroom-Based Assessment Tools in All Grade Level Across Subject Areas and Inclusive Education**

| CORE GROUP             |     |                                     |            |  |
|------------------------|-----|-------------------------------------|------------|--|
| Learning Area/ Subject | No. | Name                                | Position   | School   |
| English                | 1   | Ma. Concepcion Madla                | HT III     | Dampol 2nd NHS                                   |
|                        | 2   | Reinel L. Morales                   | HT III     | Dr. Felipe De Jesus National High School         |
|                        | 3   | Abegail Orteza                      | HT III     | San Idefonso NHS                                 |
|                        | 4   | Regie Bauza                         | HT III     | Obando NHS                                       |
|                        | 5   | Mar Florence Sebastian              | HT III     | F.C. Lipana NHS                                  |
|                        | 6   | Mark Nathaniel Pascual              | HT III     | Parada NHS                                       |
| Mathematics            | 7   | Virgie S. San Gabriel               | P IV       | Frances National High School                     |
|                        | 8   | Lhio Roem R. Dela Cruz, PhD         | HT III     | Dr. Felipe De Jesus National High School         |
|                        | 9   | Loveth Jane E. Trinidad             | PI         | Sta. Catalina Bata National High School          |
|                        | 10  | Dolores P. Borja                    | HT VI      | AFGBMTS  |
|                        | 11  | Kahryz D. Maninang                  | HT VI      | Guiguinto National Vocational High School -Annex |
| Science-SHS            | 12  | Ceanceno M. Espiritu, Jr, PhD       | PVI        | Norzagaray National High School                  |
|                        | 13  | Gleynes Cruz                        | HT III     | Engr. Virgilio Dionisio MHS                      |
|                        | 14  | Markutchchz Aldrin Benz Evangelista | HT I       | Banga HS   |
|                        | 15  | Florida Tolentino                   | HT III     | Carlos F. Gonzales HS                            |
|                        | 16  | Flordeliza Raymundo Hilario         | HT III     | AFGBMTS  |
|                        | 17  | Marissa Facun                       | HT III     | Felizardo F. Lipana NHS                          |
| Filipino               | 18  | Mervin Lucas                        | HT III     | Minuyan NHS                                      |
|                        | 19  | Rolando Agustin                     | HT III     | San Roque NHS                                    |
|                        | 20  | Cecilia Reyes                       | HT III     | F.C. Lipana NHS                                  |
|                        | 21  | Edna Salapong                       | HT III     | Guiguinto National VHS                           |
|                        | 22  | Rowena Vijarin                      | HT III     | Balagtas National AHS                            |
|                        | 23  | Mavy Reyes                          | HT III     | Virginia Ramirez-Cruz NHS                        |
| Araling Panlipunan     | 24  | Rowena dela Cruz                    | HT II      | Catmon National HS                               |
|                        | 25  | Ma. Elsie Laganao                   | HT III     | Dampol 2nd NHS                                   |
|                        | 26  | John Revin V. De Jesus              | HT III     | Dr. Felipe NHS                                   |
|                        | 27  | Belinda Bermido                     | HT III     | Carlos F Gonzales NHS                            |
|                        | 28  | Charito N. Laggui                   | P4         |  |
|                        | 29  | Lawrence Dela Cruz                  | HT III     | Lolomboy NHS                                     |
|                        | 30  | Analyn Cabuhat                      | HT III/OIC | Pulong Buhangin National HS                      |

| Learning Area/ Subject | No. | Name                      | Position | School                     |
|------------------------|-----|---------------------------|----------|----------------------------|
| English                | 31  | Christian Charles Centeno | HTIII    | Sta. Monica HS             |
|                        | 32  | Lii-Anne Magno            | TIII     | GNVHS Annex                |
|                        | 33  | Jezil Badilla             | TIII     | Banga HS                   |
|                        | 34  | Michaela San Buenaventura | HT3      | Frances NHS                |
| Filipino               | 35  | Cristina B. Guyo          |          | Sta. Maria NHS             |
|                        | 36  | Judith Navarro            |          | Iba NHS                    |
|                        | 37  | Elisa Olchondra           |          | John J. Russel NHS         |
|                        | 38  | Abelardo Miranda, Jr.     |          | Obando School of Fisheries |
| Mathematics            | 39  | Marietta G. Custodio      | MT I     | Pulong Buhangin NHS        |
|                        | 40  | Catalina S. Lopez         | MT II    | Prenza NHS                 |
|                        | 41  | Emeteria R. Gregorio      | MT I     | Carlos F. Gonzales NHS     |
|                        | 42  | Christine C. Cruz         | MT I     | Virginia Ramires NHS       |
| Science                | 43  | Bernadette E. Hipolito    | MT-I     | San Miguel NHS             |
|                        | 44  | Ideelyn P. Guevarra       | MT-I     | San Idefonso NHS           |
|                        | 45  | Teza Lorriane M. Ibay     | MT-II    | AFG Bernardino MTS         |
|                        | 46  | Alexander N. Dela Cruz    | MT-II    | Prenza NHS                 |
|                        | 47  | Armie V. Cruz             | MT- I    | Carlos F. Gonzales NHS     |

|                    |    |                        |       |                 |
|--------------------|----|------------------------|-------|-----------------|
| Araling Panlipunan | 48 | Reysielyn S. Espino    | T-III | Dampol 2nd HS   |
|                    | 49 | Mary Grace C. Bernardo | MT- I | F.C. Lipana MHS |
|                    | 50 | Jane C. Omania         | MT-II |                 |

### SHS PARTICIPANTS

| Learning Area/ Subject         |    | Name                       | Position    | School                                 |
|--------------------------------|----|----------------------------|-------------|--|
| Humanities                     | 51 | Elenor de Jesus            | MT-II       | Pulong Buhangin NHS                    |
|                                | 52 | Faith F. Estorquia         | T-III       | Prenza NHS                             |
|                                | 53 | Mary Ann C. Tuazon         | MT-II       | Guiguinto National Vocational HS       |
|                                | 54 | Maricel Bagaporo           | T-III       | AFGBMETS                               |
| Language and Communication     | 55 | Esperanza Nunez            | MT1         | Gregorio Del Pilar IS                  |
|                                | 56 | Eli Mendoza                | MT1         | Frances HS                             |
|                                | 57 | Francis Legaspi            |             | Norzagaray NHS                         |
|                                | 58 |                            |             |  |
| Mathematics                    | 59 | Rey Zosimo R. Requejo      | MT II       | San Idefonso NHS                       |
|                                | 60 | Jesamine M. Gonzales       | MT II       | San Miguel NHS                         |
|                                | 61 | Ramona G. Movilla          | MT II       | AFGBMETS                               |
|                                | 62 | Felina E. Victoria         | MT II       | Lolomboy NHS                           |
| Media and Information Literacy | 63 | Jonald Grace C. Zafra      | TIII        | Carlos F. Gonzales High School         |
|                                | 64 | Arsenio E. Sagun Jr.       | TII         | Sta. Maria National High School        |
|                                | 65 | Ma. Teresita G. Calapis    | T III       | Dr. Pablito V. Mendoza Sr. High School |
|                                | 66 | Marielle M. Agripa         | TI          | Minuyan National High School           |
| Philosophy                     | 67 | Allaine Joseph P. Manunzon | T-II        | San Miguel NHS                         |
|                                | 68 | Ma. Lina Gunita            | MT-I        | Pulong Buhangin NHS                    |
|                                | 69 | Jun Zulueta                | T-II        | Sta. Maria NHS                         |
|                                | 70 | Evelyn P. Austria          | T-III       | Carlos F. Gonzales NHS                 |
| Science                        | 71 | Joselito P. Mendoza        | MT-II       | San Miguel NHS                         |
|                                | 72 | Bryan DC. Gabriel          | MT-I        | San Idefonso NHS                       |
|                                | 73 | Lady Maru N. Vergara       | Teacher III | Prenza NHS                             |
|                                | 74 | Mark P. Armenta            | MT-I        | Sta. Maria NHS                         |
| Social Science                 | 75 | Juan Carlos Caballero      | T-II        | Lolomboy NHS                           |
|                                | 76 | Dionalyn Dimaguiba         | T-III       | San Pedro NHS                          |
|                                | 77 | Janeth Concepcion          | MT-I        | Sta. Maria NHS                         |
|                                | 78 | Cecille Pascual            | T-III       | Sta. Maria NHS                         |

### EVALUATORS

|  |    | Name                      | Position    | School                            |
|--|----|---------------------------|-------------|-----------------------------------|
|  | 79 | Sarha Jane Hoper          |             | Parada NHS                        |
|  | 80 | Gloria Mateo              | Principal   | Bintog ES                         |
|  | 81 | Imelda Jose               |             | Camangyanan ES, Sta. Maria East   |
|  | 82 | Roda Jimenez              | HT III      | Bajet Castillo HS                 |
|  | 83 | Anita Sabino              | MT II       | Sta. Monica NHS                   |
|  | 84 | John Langa                |             | Carlos F. Gonzales HS             |
|  | 85 | Winston Santos            |             | Dr. Pablito Sr. HS                |
|  | 86 | Jeffrey Espino            |             | San Miguel NHS                    |
|  | 87 | Raymond Villafane         | HT III      | Prenza NHS                        |
|  | 88 | Ma. Priscilla Delos Reyes | P III       | Tabang ES, Bulakan                |
|  | 89 | Matilde Agapito           | P I         | Bocau Hills ES, Bocau             |
|  | 90 | Monaliza Villanueva       | P IV        | Sta. Maria ES, Sta. Maria Central |
|  | 91 | Marnick Gutierrez         | MT I        | Parada NHS                        |
|  | 92 | Joerlin De Guzman         | P II        | Obando District                   |
|  | 93 | Ma. Filipina Cruz         | P IV        | Pinaod CS, San Idefonso South     |
|  | 94 | Almira Pascual            | MT I        | Obando NHS                        |
|  | 95 | Jerome Madla              | T III       | Dampol 2nd NHS                    |
|  | 96 | Ronald Gabito             | P II        | FVR Phase 3 ES, Norzagaray West   |
|  | 97 | Sultan Emir Diaz          | ALS Teacher | Cong Erasmo R. Cruz MCS           |

| ALS |    |                  | Position    | School                  |
|-----|----|------------------|-------------|-------------------------|
|     | 98 | Jayke Edwards Ty | ALS Teacher | Paombong Central School |

|     |                     |             |                           |
|-----|---------------------|-------------|---------------------------|
| 99  | Leni C. De Guzman   | ALS Teacher | Nabaong GArang ES         |
| 100 | Jukie-Ann Ronquillo | ALS Teacher | Caimino Elementray School |
| 101 | Carla V. Dela Cruz  | ALS Teacher | Prenza Elementary School  |

| EPS                    |     |                              |           |             |
|------------------------|-----|------------------------------|-----------|-------------|
| Learning Area/ Subject |     | Name                         | Position  | School      |
|                        | 102 | Gregorio C. Quinto, Jr., EdD | CID Chief | SDO Bulacan |
| English                | 103 | Jay Arr V. Sangoyo           | EPS       | SDO Bulacan |
| Filipino               | 104 | Anastacia N. Victorino       | EPS       | SDO Bulacan |
| Mathematics            | 105 | Francisco B. Macale          | EPS       | SDO Bulacan |
| Science                | 106 | Marinella T. Pengson         | EPS       | SDO Bulacan |
| ESP                    | 107 | Eleseo Godoy                 | EPS       | SDO Bulacan |
| Araling Panlipunan     | 108 | Virgilio L. Laggui           | EPS       | SDO Bulacan |
| MAPEH                  | 109 | Ariston Manuel               | EPS       | SDO Bulacan |
| TLE                    | 110 | Joel Vasallo                 | EPS       | SDO Bulacan |
| KINDER                 | 111 | Perlita Pagdanganan          | EPS       | SDO Bulacan |
| ALS                    | 112 | Agnes R. Bernardo            | EPS       | SDO Bulacan |
| LRMDS                  | 113 | Rainelda M. Blanco, PhD      | EPS       | SDO Bulacan |

| TWC |     |                          |              |             |
|-----|-----|--------------------------|--------------|-------------|
|     |     | Name                     | Position     | School      |
|     | 114 | Glenda S. Constantino    | PDO II       | SDO Bulacan |
|     | 115 | Joannarie C. Garcia      | Librarian II | SDO Bulacan |
|     | 116 | Armando M. Nabong Jr     | EPSA II      | SDO Bulacan |
|     | 117 | Julie-Ann C. Cruz        | EPSA II      | SDO Bulacan |
|     | 118 | Mylene E. Isidro         | EPSA II      | SDO Bulacan |
|     | 119 | Edgardo C. Macarasig, Jr | EPSA II      | SDO Bulacan |
|     | 120 | Shiela Marie F. Castillo | EPSA II      | SDO Bulacan |

**DIVISION WRITESHOP ON THE DEVELOPMENT OF CLASSROOM-BASED ASSESSMENT TOOLS IN ALL GRADE LEVEL  
ACROSS SUBJECT AREAS AND INCLUSIVE EDUCATION**

Objectives:

1. To review the DepEd processes, standards, and requirements for quality assurance of assessment tools
2. To perform individual and team evaluations for Areas 1 to 4; and
3. To prepare summary of the results of the evaluation

**PROGRAM OF ACTIVITIES**

| <b>Time</b> | <b>Day 1</b>  | <b>Day 2</b>   | <b>Day 3</b>  |
|-------------|---|--|---|
| 8:00-8:30   | Registration and Attendance   | Management of Learning   | Management of Learning  |
| 8:30-9:00   | Opening Program <ul style="list-style-type: none"> <li>• Philippine National Anthem</li> <li>• Prayers</li> <li>• Introduction of Participants</li> <li>• Welcome Remarks</li> <li>• Statement of Purpose</li> <li>• House Rules</li> <li>• Quality Assurance Process<br/><b>Rainelda M. Blanco, PhD</b></li> </ul> | <b>Workshop 1</b><br><br>Individual Evaluation (Reading and Writing Marginal Notes)                                  | <b>Workshop 3</b><br><br>Team Evaluation<br><br>(Meeting Same Area of Evaluation) |
| 9:00-12:00  |   |  |   |
| 12:00-1:00  | <b>LUNCH BREAK</b>  |  |   |
| 1:00-3:00   | <ul style="list-style-type: none"> <li>• Roles and Responsibilities of Writers, Validators and DQAT<br/><b>Rainelda M. Blanco, PhD</b></li> <li>• Discussion of Evaluation Tools According to Area of Evaluation<br/><b>Rainelda M. Blanco, PhD</b></li> </ul>  | <b>Workshop 2</b><br><br>Accomplishing Evaluation Rating Sheets & Summary of Findings, Recommendations and Revisions | Checking of Outputs and Revisions   |
| 3:00-5:00   |   |  | Closing Program   |