

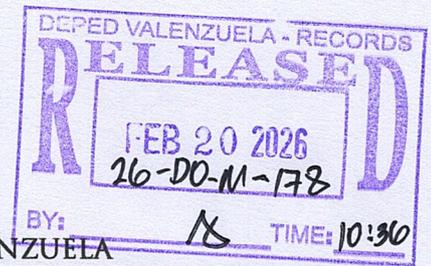


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Republic of the Philippines
Department of Education

NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA



**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

No. 0174 s. 2026

**ORIENTATION ON THE EFFECTIVE UTILIZATION OF SLRs FOR
SLRC COORDINATORS OF SCHOOL LIBRARIES**

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisors - CID and SGOD
Public Schools District Supervisors & Education Program Supervisors
Public Secondary and Elementary School Heads
All Others Concerned

1. For the information and guidance of all concerned, this Office through the Curriculum Implementation Division - Learning Resource Management Section will conduct an orientation and turnover of supplementary learning resources (SLRs) ceremony titled **Orientation on the Effective Utilization of SLRs for SLRC Coordinators of School Libraries** on March 2, 2026, 8:00 a.m. - 5:00 p.m. at Serrano Elementary School Conference Room.
2. In the absence of SLRC Coordinator, a representative shall attend as participant. Arrangements of the class schedule of the concerned teacher participants shall be made by the school head to avoid disruption of classes as stipulated in DepEd Order No. 9, s. 2005, titled: *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith*.
3. Attached are the master list of designated School LRC Coordinators and the Program Matrix for reference.
4. Expenses incurred to the conduct of this activity shall be charge to the Sub-Aro NCR-25-06-829 Fund, subject to the usual auditing and accounting rules and regulations.
5. Immediate dissemination of this Memorandum is desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: As stated

References:

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

SLRC COODINATORS ORIENTATION SLRS
CIDLRMS/ ADD/ DM-ORIENTATION ON THE EFFECTIVE UTILIZATION OF SLRS FOR SLRC COORDINATORS OF SCHOOL LIBRARIES



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List of Attendees

	SCHOOL	NAME OF SLRC COORDINATOR/ REPRESENTATIVE	DESIGNATION
CONGRESSIONAL DISTRICT I- UNIT 1			
1	Arkong Bato NHS	Nancy Hira N. Lim	Teacher II - SHS
2	Dalandanan NHS	Jocelyn S. Nolasco	Head Teacher VI
3	Malanday NHS	Althea C. Dela Cruz	Head Teacher III
4	Malinta NHS-JHS	Sarah A. Capiral	Teacher I
5	Malinta NHS-SHS	Maricel B. Apelo	Master Teacher II
6	Polo NHS	Maricel L. Legaspi	Head Teacher VI
7	Val. City School of Mathematics & Science	Veronica Mae D.R. Santos	Librarian I
8	Veinte Reales NHS	Arlene A. Malaras	Teacher II
9	Wawangpulo NHS	Jacqueline G. Pinca	Clerk I /SLRC Coordinator
CONGRESSIONAL DISTRICT I- UNIT 2			
10	Bignay NHS	Jennifer S. Holm	Teacher I
11	Canumay West NHS	Nelia P. Lavarez	Head Teacher III
12	Canumay East NHS	Alma G. Balang	Teacher I
13	Disiplina Village Bignay NHS	Lorelie M. Sandaga	Teacher IV
14	Lawang Bato NHS	Arlene F. Sanz	Head Teacher III
15	Lingunan NHS	Luz N. Quitua	Head Teacher III
16	Punturin SHS	Gilbert O. Miralpes	Teacher III
17	Vicente P. Trinidad NHS	Irene Payoyo	Teacher II
CONGRESSIONAL DISTRICT II- UNIT 1			
18	Caruhatan NHS	Dr. Emil B. Ferdinez	Head Teacher III
19	Gen.T. De Leon NHS	Herlynnne Grace D. Manaoat	Teacher I
20	Maysan NHS	Marlon F. Albunian	Teacher I
21	Parada NHS	Charito B. Bacugan	Head Teacher III
22	Valenzuela NHS		
CONGRESSIONAL DISTRICT II- UNIT 2			
23	Justice Eliezer delos Santos NHS	Dr. Jeffrey P. Gajutos	Head Teacher III
24	Bagbaguin NHS	Mary Ann A. Dofredo	Head Teacher III
25	Mapulang Lupa NHS	Maria Liza R. Cantiga	Head Teacher III
26	Paso De Blas NHS	Cielito M. Pecayo	Head Teacher III
27	Sitero Francisco Memorial NHS	Jeannylyn L. Donato	Head Teacher III
VALENZUELA SOUTH DISTRICT			
28	Bitik ES	Maria Lourdes F. Pelonia	Teacher III
29	Ignacio Doon ES	Jelica Padilla	Teacher I
30	Caruhatan East ES	Ethel Mae B. Paparon	Teacher II/Representative
31	Caruhatan West ES	Lilet C. Bagunu	Teacher II
32	Constantino ES	Abraham Tuazon	Guidance/SLRC Coordinator
33	Marulas CS	Ana Maria C. Ofiaza	Teacher III
34	San Miguel Heights ES	Lauviah Mae L. Anajao	Guidance/SLRC Coordinator
35	Serrano ES	Lyann Jhealyn S. Ojascastro	Guidance/SLRC Coordinator
VALENZUELA NORTH DISTRICT			
36	A. Fernando ES	Marinel D. Pineda	Guidance/SLRC Coordinator
37	Coloong ES	Abby Gaile D. San Diego	Teacher I
38	Luis Francisco ES	Corazon C. Ramos	Teacher III
39	Paltok ES	Matthew S. Benicarlo	Admin Asst. I /SLRC Coordinator
40	Pasolo ES	Maria Lourdes P. Laguna	Teacher III
41	Rincon ES	Riocel U. Umlas	Guidance/SLRC Coordinator
42	A. Deato ES	Anita A. Deato	Teacher I

43	Isla ES	Ronabel S. Marcos	Teacher I
44	P. R. San Diego ES	Melissa D. Vidad	Teacher III
45	Pio Valenzuela ES	Florence Yvette M. De Lansig	SLRC Coordinator
46	Tagalag ES	Catherine Khaye C. Dayoan	Guidance/SLRC Coordinator
47	Wawang Pulo ES	Ive P. Limbaga	Teacher I
VALENZUELA EAST DISTRICT			
48	Antonio M. Serapio ES	Melinda G. Quidep	School Property Clerk /SLRC Coordinator
49	Gen. Tiburcio De Leon ES	Mary Glor Pingoy	ADAS II/SLRC Coordinator
50	Pio Carreon ES (AFRES Annex)	Cristian Tejoso	Teacher I
51	Parada ES	Elvira I. Agripa	Admin Officer II/SLRC Coordinator
52	Santiago A. De Guzman ES	Jeruell B. Hambala	Guidance/SLRC Coordinator
53	Silvestre Lazaro ES	Jayson Vallespin	Admin Officer II
54	Apolonia F. Rafael ES	Abegail A. Pasion	Teacher I
55	Andres Mariano ES	Mary Jane L. Monreal	Teacher I
56	Maysan ES	Maria Larah H. Mariano	Guidance/SLRC Coordinator
57	Paso de Blas ES	Mia M. Dela Peña	Teacher III
58	Santos Encarnacion ES	Anna Belinda M. Canlas	Teacher III
59	Sitio Sto. Rosario ES	Jadan Marie A. Lampa	Teacher I
60	Pedro Santiago ES	Jezeel Balaan	Guidance/SLRC Coordinator
VALENZUELA CENTRAL DISTRICT			
61	Canumay West ES	Susan Molina	Teacher III
62	Dalandanan ES	Florence R. Beleber	Teacher II
63	Lingunan ES	Cenia H. Manalo	Teacher II
64	Malinta ES	Mayet S. Basarte	Teacher II
65	Pinalagad ES	Erllyn C. Tactay	Teacher I
66	Roberta De Jesus ES	Elmer F. Blance	Teacher III
67	Canumay East ES	Mary Joy A. De Leon	Teacher II
68	Lawang Bato ES	Marnellie D. Lucero	Teacher III
69	Punturin ES	Nica Mae S. Dela Cruz	Teacher I
70	(former Punturin I)	Dennilyn A. Tantay	Teacher II
71	Disiplina Village ES	Jay B. Cabillo	BEIS SLRC Coordinator

Technical Working Group

1	Myron Willie III B. Roque	Over-all Program Chairman	EPS-LR
2	Analiza DG. Dela Cruz	Program Chairman/ Resource Person	SDO LIBRARIAN II
3	Danica Joy B. Delorino	Program Vice Chairman/ Moderator	PDO II
4	Daisy Esplago	TWG/Usher	VC Library Hub Aide
5	Aron Jhon Narciso	TWG/Usher	VC Library Hub Aide

Officials & Principals

6	Filmore R. Caballero	Opening Remarks	CHIEF-CID
7	Ernest Joseph C. Cabrera	Inpirational Message	OIC-Assistant Schools Division Superintendent
8	Noel D. Bagano	Closing Remarks	Schools Division Superintendent
9	Jed Camposano	Welcome Remarks	Principal II-Serrano ES
10	Josie Fernando	Acceptance and Remark (Turnover Ceremony)	Principal IV-Marulas CS



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Training Matrix / Programme
Orientation on the Effective Utilization of SLRs for
SLRC Coordinators of School Libraries
 March 2, 2026
 Serrano Elementary School, Conference Room /
 Face to Face Engagement

Registration	8:00am-8:30am	TWG
Preliminaries:	8:31am-9:00am	Program Moderator
Nationalistic Song		AVP
Ecumenical Prayer		AVP
Welcome Remarks		Mrs. Jed A. Camposano SES, School Head
Inspirational Message		Filmore R. Caballero Chief Education Supervisor, CID
Statement of Purpose		Dr. Myron Willie III B. Roque
<i>AM Snacks/ Health Break</i>	9:01a.m.-9:30 a.m.	Catering Service
1 st Session: Orientation Proper: <i>AM Session</i> Orientation on the Effective Utilization of SLRs for SLRC Coordinators of School Libraries	9:31 a.m.-10:30 a.m.	Mrs. Analiza DG.Dela Cruz, RL Librarian II
2 nd Session: Re-Orientation Valenzuela City Library Hub, DepEd VCLH Librarika- & LRMS Portal	10:31 a.m.-11:59 a.m.	Mrs. Analiza DG.Dela Cruz, RL Librarian II Engr. Danica Joy B. Delorino PDO II
<i>Lunch Break/ Health Break</i>	12:00nn-1:00pm	Catering Service
3 rd Session: Turnover Proper: <i>PM Session</i> Turnover Ceremony of Procured SLRs to 19 Functional School Libraries	1:01pm-3:00pm	Mrs. Analiza DG. Dela Cruz, RL Librarian II
Introduction of guests		Engr. Danica Joy B. Delorino PDO II/ Emcee
Overview of Procurement Process (SLRs for 19 School Libraries)		Mrs. Analiza DG. Dela Cruz, RL Librarian II
Turnover of Procured SLRs to 19 Functional School Libraries		
Acceptance and Remarks from School Representatives	3:31pm-4:30pm	Dr. Josie Fernando Principal IV, Marulas C.S. (Representative of one of the beneficiary schools)



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Inspirational Message

Ernest Joseph C. Cabrera
OIC-Assistant Schools
Division Superintendent

Closing Remarks

Noel D. Bagano
Schools Division Superintendent

Photo Opportunity

Reminder & Announcement

4th Session:

4:31pm-5:00pm

Participants/ TWG

Tour Proper: Serrano Elementary School

Library Tour (School Library Benchmarking)