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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA

DEPED VALENZUELA - RECORDS
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Office of the Schools Division Superintendent

DIVISION MEMORANDUM
No. 0312, s. 2026

CAPACITY BUILDING ON MULTI-FACTORED ASSESSMENT TOOL (MFAT) AND UTILIZATION OF RESULTS IN CRAFTING INTERVENTION PLAN

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

1. In line with DepEd Order No. 29, s. 2018, titled "Policy on the Utilization of the Multi-Factored Assessment Tool (MFAT)", which aims to assess Grade 1 learners in general education schools who may exhibit developmental delays or manifestations of learning disabilities, this Office will conduct a Capacity Building on the Use of the Multi-Factored Assessment Tool (MFAT), to be held on **May 12-13, 2026** at **Extremeli Suites, 1701 Bradco Avenue, Parañaque City, Metro Manila.**

2. The activity aims to enable participants to:

2.1. **Analyze MFAT results** to identify learners' priority needs in literacy, numeracy, behavior, and socio-emotional development.
PPST Alignment: Domain 1 – Content Knowledge and Pedagogy (1.1, 1.3)

2.2. **Design targeted, developmentally appropriate, and inclusive intervention plans** based on MFAT findings.

2.3. **Implement differentiated and learner-centered intervention strategies** in Grade 1 classrooms.
PPST Alignment: Domain 4 – Curriculum and Planning (4.1, 4.2)

2.4. **Monitor and document learner progress** using formative assessment tools and systematic observation techniques.
PPST Alignment: Domain 5 – Assessment and Reporting (5.1, 5.2)

2.5. **Reflect on the effectiveness of implemented interventions** and adjust strategies accordingly to improve learner outcomes.
PPST Alignment: Domain 7 – Personal Growth and Professional Development (7.4)

3. Attached are the **official list of participants** and the **training design** for guidance and reference.

4. Board, lodging, and other incidental expenses relative to the conduct of this activity shall be charged against the HRTD Fund, subject to the usual auditing and accounting rules and regulations.

5. Immediate dissemination of this Memorandum is desired for the information and compliance of all concerned.

NOEL D. BAGANO
Schools Division Superintendent

Encl/s: None
Ref: as Stated
To be indicated in Perpetual Index
Under the following subject:

CAPACITY BUILDING
SEMINAR
TEACHERS
PLAN

CID/MTUP/DM - CAPACITY BUILDING ON MULTI-FACTORED ASSESSMENT TOOL (MFAT) AND UTILIZATION OF RESULTS IN CRAFTING INTERVENTION PLAN
April 13, 2026

CAPACITY BUILDING ON MULTI-FACTORED ASSESSMENT TOOL (MFAT) AND UTILIZATION OF RESULTS IN CRAFTING INTERVENTION PLAN

May 12-13, 2026 | Extremeli Suites, Parañaque City

LIST OF PARTICIPANTS

DISTRICT/SCHOOL	NAME OF GRADE ONE TEACHER	DESIGNATION
SOUTH DISTRICT		
Bitik ES	Lara Judette Menor	Teacher II
Caruhatan East ES	Zenaida P. Frias	Teacher III
Caruhatan West ES	Andrea A. Erbite	Teacher II
Constantino ES	Pamela A. Gisto	Teacher III
Marulas Central School	Dexter G. Espayos	Teacher I
Marulas Central School	Shyrmane E. Magdamit	Teacher II
San Miguel Heights ES	Patricia J. De Leon	Teacher III
Serrano ES	Ma. Nenet S. Bosotros	Teacher III
Ignacio Doon ES	Jay T. Yumang	Teacher I
NORTH DISTRICT		
Andres Fernando ES	Christine Ann M. Diaz	Teacher III
Andres Fernando ES	Liberty D. Francisco	Teacher III
Coloong ES	Angelica D. Rodriguez	Teacher III
Luis Francisco ES	Edralin C. Resurreccion	Teacher I
Paltok ES	Geona S. Cosme	Teacher I
Pasolo ES	Irene A. Serfino	Teacher II
Rincon ES	Cendy M. Peria	Teacher III
A. Deato ES	Ma.Esmeralda A. Salamat	Teacher III
Isla ES	Mary Verl G. Ranario	Teacher I
P.R. San Diego ES	Anica L. Elizalde	Teacher I
Pio Valenzuela ES	Kimberly S. Herrera	Teacher I
Pio Valenzuela ES	Angelika F. Balicsa	Teacher I
Tagalag ES	Charmaine A. Gansit	Teacher II
Wawang Pulo ES	Manichelda A. Gallejos	Teacher I
EAST DISTRICT - UNIT 1		
Antonio M. Serapio ES	Exerill T. Cruz	Teacher III
Gen. Tiburcio De Leon ES	Ilyne P. Sanchez	Master Teacher II
Gen. Tiburcio De Leon ES	Georgina Mae L. Patacsil	Teacher II
Gen. Tiburcio De Leon ES	Marilou G. Punzalan	Teacher II
Gen. Tiburcio De Leon ES	Catherine D. Maranga	Teacher II
Gen. Tiburcio De Leon ES	Marjorie D. Tapar	Teacher I
Gen. Tiburcio De Leon ES	Arianne A. Sy	Teacher II
Pio Carreon ES (AFRES Annex)	Crissa B.Sarait	Teacher II

Parada ES	Hazel Anne Pajel	Teacher I
Santiago de Guzman ES	Joan S.Cobico	Teacher III
Silvestre Lazaro ES	Redelyn D. Avez	Teacher I
Apolonia F. Rafael ES	Renato J. Arandia Jr.	Teacher III
EAST DISTRICT - UNIT 2		
Andres Mariano ES	Myla L. Aguirre	Teacher-I
Maysan ES	Liza M.Maligaya	Teacher III
Paso de blas ES	Graselda Gutierrez	
Santos Encarnacion ES	Jho-An R. Buhat	Teacher II
Sitio Sto. Rosario ES	Charie Lou G. Alfiscar	Teacher I
Pedro Santiago ES	Genesis G. San Andres	Teacher I
CENTRAL DISTRICT - UNIT 1		
Canumay West ES	Kyle D. Nicolas	Teacher I
Dalandanan ES	Analyn D. Guerrero	Teacher II
Dalandanan ES	Maria Theresa C. Enrile	Teacher III
Dalandanan ES	Maria Aloha I. Pasiona	Teacher III
Dalandanan ES	Mary Ann I. Raymundo	Teacher III
Lingunan ES	Marjorie Ann L. Ablanque	Teacher II
Lingunan ES	Marjorie G. Laddran	Teacher I
Lingunan ES	Arcelyn H. Saez	Teacher I
Malinta ES	Juvy Lyn S. Barcelona	Teacher II
Malinta ES	Laura Jeanne B. Francisco	Teacher I
Malinta ES	Jennifer Dizon	Teacher I
Malinta ES	Laica Alagao	Teacher I
Malinta ES	Joy Quinto	Teacher III
Malinta ES	Dyan B. Sison	Teacher II
Pinalagad ES	Esperanza I. Inoncillo	Teacher III
Roberta de Jesus ES	Glory Jane A. Yap	Teacher III
Roberta de Jesus ES	Christine Ivy M. Villarta	Teacher II
Roberta de Jesus ES	Couie M. Borbon	Teacher II
Roberta de Jesus ES	Mylyn S. Frias	Teacher I
Roberta de Jesus ES	Quenie Grace M. Azucena	Teacher II
Roberta de Jesus ES	Vivian I. Matandac	Teacher III
CENTRAL DISTRICT - UNIT 2		
Lawang Bato ES	Eva Melchora M. Bartolay	Teacher I
Punturin ES	Caroline P. Ostras	Teacher I
Punturin ES	Vilma D. Coronan	Teacher I
Punturin ES	Kimberly P. Manlapig	Teacher I
AC Faustino ES	Richelle M. Nacional	Teacher I
Disiplina Village ES	Wila Jane T. Cañit	Teacher I
Disiplina Village ES	Janna Joy G. Rubin	Teacher I
Canumay East ES	Mary Rose J. Tinio	Teacher III
Canumay East ES	Fe L. Suarez	Teacher II

VALENZUELA SPECIAL EDUCATION CENTER		
VALSPED	Andrea Mae D. Fernandez	SNED Teacher
VALSPED	Alec Justine B. Dimaano	SNED Teacher
VALSPED	Charlene Mae Banacia- Ante	SNED Teacher
VALSPED	Eunice Sherina F. Panelo	SNED Teacher
VALSPED	Michael David C. Gampol	SNED Teacher
VALSPED	Kristine Leera L. Magallano	SNED Teacher
VALSPED	Jovelyn Del Rosario	SNED Teacher
VALSPED	Junnel A. Respicio	SNED Teacher
VALSPED	Sweetheart B. Cortes	SNED Teacher
VALSPED	Luisa Marie G. Arriola	SNED Teacher
VALSPED	Phoebe G. Lapitan	SNED Teacher
VALSPED	Charlene E. Villegas	SNED Teacher
VALSPED	Junile Emancel Franco	SNED Teacher
VALSPED	Nathalie C. Rodrigo	SNED Teacher
VALSPED	Wendelyn T. Ampunin	SNED Teacher
VALSPED	Lot Jeffrey C. Macapilit	SNED Teacher

PROGRAM MANAGEMENT TEAM	
Noel D. Bagano	Schools Division Superintendent
Ernest Joseph D. Cabrera	Asst. Schools Division Superintendent
Filmore R. Caballero	Chief Education Supervisor- CID
Florita R. Matic	EPS- Kindergarten and Madrasah Education
Ma.Teresita U. Pangan	PSDS /SNED Coordinator
Edna L. Llanera	PSDS/ SHS Focal Person

TECHNICAL WORKING GROUP	
Louzelle E. Dacillo	Technical Working Group - Chairman
Ayanette P. Osias	Technical Working Group -Vice Chairman
Josephine P. Pajares	Technical Working Group -Member
Maurice G. Cruz	Technical Working Group -Member
Delyjane A. Amomas	Technical Working Group -Member

Prepared by:

MA. TERESITA U. PANGAN
Public Schools District Supervisor

TRAINING DESIGN

DAY 1 – UNDERSTANDING THE MFAT TOOL

Time	Session / Topic	Objectives	Activities / Strategies	Materials / Outputs	Person Responsible
7:00–7:30	Registration				
7:30–8:30	Opening Program & Pre-Test	Set tone; assess baseline knowledge	Prayer, welcome remarks, pre-test	Pre-test forms	Sweetheart B. Cortes, SNED Teacher Junile Emancel A. Franco, SNED Teacher
8:30–9:30	**Session 1: Overview of MFAT Tool**	Understand purpose, policy basis, domains	Lecturette, group sharing	Slides, MFA toolkit, handouts	Ma. Teresita U. Pangan-PSDS/SNED Coordinator
9:30–9:45	Health Break	—	—	—	—
9:45–10:45	**Session 2: Components & Indicators**	Analyze domains and indicators	Group workshop, sorting activity	Domain charts, indicator cards	Andrea Mae D. Fernandez, SNED Teacher
10:45–11:10	**Session 3: Observation & Interview Techniques**	Apply observation skills; conduct parent interviews	Role-play, video observation	Observation notes, interview guide	Alec Justine B. Dimaano, SNED Teacher
11:10–12:00	**Session 4: Ethics & Documentation**	Ensure confidentiality & proper documentation	Short lecture, reflection	Data privacy checklist	Charlene Mae Banacia-Ante, SNED Teacher
12:00 – 1:00	Lunch Break	—	—	—	—
1:00–3:00	**Session 5: Administering the MFAT Tool**	Practice administration steps	Simulation, guided practice	Sample MFA forms, scripts	Lot Jeffrey C. Macapilit, SNED Teacher Laura Jean Francisco, Teacher I, Malinta ES
3:00 – 3:15	Health Break	—	—	—	—
3:15-5:00	**Session 6: Interpreting Results & Making Decisions**	Interpret domain results; identify referral needs	Case analysis, scoring exercises	Completed MFA sample, decision matrix	Florita R. Matic, EPS-Kinder and Madrasah Education

DAY 2 – ADMINISTRATION AND INTERVENTION PLANNING

Time	Session / Topic	Objectives	Activities / Strategies	Materials / Outputs	Person Responsible
8:00–8:15	Management of Learning		Energizer, recap discussion		Maurice G. Cruz, SNED Teacher
8:15-10:00	**Session 7: Administration and Demonstration of MFAT Tools**	Create ILSP aligned with MFA results	Group planning, presentation	ILSP template	Eunice Sherina F. Panelo, SNED Teacher Michael David Gampol, SNED Teacher
10:00–10:15	Health Break	—	—	—	—
10:15–12:00	**Session 8: Designing Support & Intervention Plans**	Create ILSP aligned with MFA results	Group planning, presentation	ILSP template	Kristine Leera Lomugdang SNED Teacher Luisa Marie G. Arriola, Master Teacher
12:00 – 1:00	Lunch Break	—	—	—	—
1:30–3:00	**Session 9: Collaboration with Parents & Specialists**	Strengthen communication and referral systems	Simulation, role-play	Referral pathway guide	Jovelyn Del Rosario, SNED Teacher Junnel A. Respicio, OT, Master Teacher
3:00–3:15	Health Break	—	—	—	—
3:15–5:00	Post-test, Program Evaluation & Closing	Measure learning; close training	Post-test, evaluation, awarding	Tests, certificates	Ayanette P. Osias, SNED Teacher

Prepared by:

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