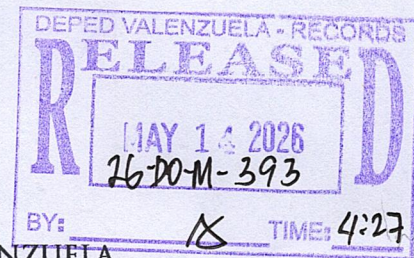




DepEd ICT Unit
 Web Posted by: YK
 Control no.: 26PMB 444

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. 0393 s. 2026

**MINT THROUGH READERS-MONITORING, INSPIRING AND NURTURING KEY
 STAGE 1 TEACHERS THROUGH RESPONSIVE EDUCATION FOR ADVANCING
 DEVELOPMENT IN ESSENTIAL READING SKILLS**

To: Schools Division Superintendent
 Chief Education Supervisors - CID and SGOD
 Education Program Supervisors and Public Schools District Supervisors
 Public Elementary
 All Others Concerned

1. For the information and guidance of all concerned, attached is Regional Memorandum No. 364, s. 2026, dated May 12, 2026, signed by Jocelyn DR. Andaya Regional Director, NCR and concurrent Officer-In-Charge Office of the Assistant Secretary for Operations, regarding the conduct of the above-captioned activity on May 25-29, 2026, and June 1-5, 2026 (exclusive of weekends) at the Far Eastern University the contents of which are self-explanatory.
2. Participants are the selected Key Stage 1 teachers from 41 elementary schools in the division. All identified participants are requested to register to this link <https://tinyurl.com/39ynp43t> until May 20, 2026.
3. Immediate dissemination of this Memorandum is desired.

NOEL D. BAGANO
 Schools Division Superintendent

Encl.: As stated
 References: Regional Memorandum No. 364, s. 2026
 To be indicated in the Perpetual Index
 under the following subjects:

**TEACHERS
 TRAINING
 PROGRAM
 LITERACY**



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**WFT/mpj/RM MINT THROUGH READERS-MONITORING, INSPIRING AND NURTURING KEY STAGE
1 TEACHERS THROUGH RESPONSIVE EDUCATION FOR ADVANCING DEVELOPMENT IN
ESSENTIAL READING SKILLS**

_____ /May 13, 2026

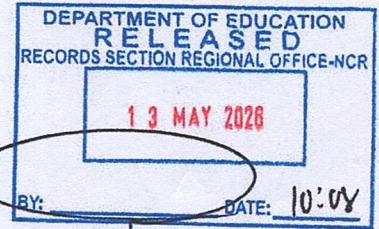


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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION



May 12, 2026

REGIONAL MEMORANDUM

No. **€ 364**, s. 2026

To: Schools Division Superintendents
All others concerned

**MINT Through Readers-Mentoring, Inspiring And Nurturing
Key Stage 1 Teachers Through Responsive Education for Advancing
Development In Essential Reading Skills**

1. In line with the DepEd NCR's continuing effort to provide teachers with necessary professional development in emphasizing the pivotal role of KS-1 teachers in enhancing learners' reading skills across salient components of reading across 16 Schools Division Offices, this Office through the Curriculum Learning and Management Division (CLMD), shall conduct the **above-captioned activity on May 25 - 29, 2026 and June 1-5, 2026 (exclusive of weekends)**, at designated venues.
2. This regional capacity-building activity, **in partnership with identified Higher Education Institutions (HEIs)**, aims to provide key stage 1 teachers in both pedagogical concepts and practices necessary to ensure coherent, high-quality implementation of reading instructions in key stage 1, aligned with regional priorities on curriculum harmonization, learner-centered environments, and strengthened governance.
3. Specifically, the workshop seeks to accomplish the following objectives:
 - a. **Train selected Grade 1-3 teachers** across all elementary schools in DepEd-NCR on the vital aspects and components of reading instructions.
 - b. Promote **coherence and harmonization** in curriculum delivery particularly in reading instructional practices across Key Stage 1 Levels in the region under the One NCR: Stronger Together framework.
4. Participants are the Key Stage 1 Teachers from 522 Elementary Schools of DepEd- NCR. Identified participants are requested to register to this link: <https://tinyurl.com/39vnp43t> until **May 20, 2026**. See Enclosure 1 for the allotment of participants per each SDO and Enclosure 2 for the Details of Payment and Activity.
5. Participants are requested to bring their laptops, backup pocket internet connections, and extension cords to be used in the workshops.



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6. Schools Division Offices that will be housed in **Manila Science- SDO Manila and P. Bernardo Elementary School- SDO Quezon City** will pay a registration fee amounting to **Php 13,000.00 per participant** inclusive of meals and training kits. Meanwhile, Schools Division Offices that will be housed in **Far Eastern University and University of Sto. Tomas** will pay a registration fee amounting to **Php 15,000.00 per participant** inclusive of meals, training kits and venue.
7. The registration fee and travel expenses of the participants shall be charged to Division/School MOOE or other local funds, subject to usual accounting and auditing rules and regulations.
8. Early departures, participant replacements, and late arrivals are strictly **NOT** allowed. In exceptional cases, a formal request duly signed by the School Head, and endorsed by the Schools Division Superintendent, shall be submitted to the Office of the Regional Director for approval prior to the activity.
9. Participants shall be entitled to service credits in accordance with DepEd Order No. 13, s. 2024 entitled *Revised Guidelines for the Grant of Vacation Service Credits for Teachers*. However, non - teaching personnel including Management Staff shall be given with Compensatory Time-Off (CTO) per Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered, specific attention on Section 5.
10. For questions or clarifications regarding the activities, please contact **Dr. Arnold C. Gatus**, Education Program Supervisor in English (CLMD) at arnold.gatus@deped.gov.ph
11. Immediate dissemination of this Memorandum is desired.

JOCELYN DR ANDAYA
Regional Director, NCR
concurrent Officer-In-Charge, Office of the
Assistant Secretary for Operations

clmd/acg



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ENCLOSURE 1: ALLOTMENT PER SDO

	SDO	NO. OF SCHOOLS	No. of pax needed	Grand/Actual Total no. of pax
1	Caloocan	53	2 per school	106
2	Las Pinas	22	2 per school	44
3	Makati	15	2 per school	30
4	Malabon	28	2 per school	56
5	Manila	74	2 per school <i>*4 more participants will be added</i>	152
6	Mandaluyong	20	2 per school	40
7	Marikina	17	2 per school	34
8	Muntinlupa	19	2 per school	38
9	Navotas	15	2 per school	30
10	Paranaque	26	2 per school <i>*18 more participants will be added</i>	70
11	Pasay	21	2 per school	42
12	Pasig	28	2 per school	56
13	Quezon City	95	2 per school	190
14	San Juan	9	2 per school <i>*12 more participants will be added</i>	30
15	Taguig-Pateros	39	2 per school	78
16	Valenzuela	41	2 per school	82
	Total	522		1,078

ENCLOSURE 2: DETAILS OF PAYMENT AND ACTIVITY



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Certificate No. PNP 0463
24.91.0183



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ENCLOSURE 2: DETAILS OF PAYMENT AND ACTIVITY

**MINT Through Readers-Mentoring, Inspiring And Nurturing
 Key Stage 1 Teachers Through Responsive Education for Advancing
 Development In Essential Reading Skills**
 May 25-29, 2026 and June 1-5, 2026

CLUSTER A	Training Provider	Venue	Training Fee	Registration/Payment Mode/Procedure
Caloocan Las PinaS Marikina Makati Muntinlupa Manila Malabon	Philippine Normal University	Manila Science HS	Php. 13,000.00 per participant	<ul style="list-style-type: none"> ➤ Payment will be made online or onsite ➤ Bank details to follow

CLUSTER B	Training Provider	Venue	Training Fee	Registration/Payment Mode/Procedure
Navotas Pasig Pasay Taguig-Pateros Quezon City	National Teachers College	P. Bernardo Elementary School	Php. 13,000.00 per participant	<ul style="list-style-type: none"> ➤ Payment will be made online ➤ Please contact Ms. Resel Dolozo, academic Asst, School of Teacher Education ➤ (SOTE)-NTC (027345601 loc 302)

CLUSTER C	Training Provider	Venue	Training Fee	Registration/Payment Mode/Procedure
Valenzuela	Far Eastern University	Far Eastern University Conference Center (UCC), Arts Building	Php. 15,000.00 per participant	<ul style="list-style-type: none"> ➤ Payment will be made online ➤ Please contact Marc Lancer Santos: mlsantos@feu.edu.ph or ➤ Joseph Jintalan: jjintalan@feu.edu.ph & mobile no. 09171838504

CLUSTER D	Training Provider	Venue	Training Cost	Registration/Payment Mode/Procedure
Paranaque San Juan	University of Sto. Tomas	University of Sto. Tomas	Php. 15,000.00 per participant	<ul style="list-style-type: none"> ➤ Payment maybe made in cash at the UST Cashier's Office or via check payable to University of Sto. Tomas ➤ Please contact Dr. Louie B. Dasas via email: lbdasas@ust.edu.ph ➤ +63-2-3406-16-11 local 8260