



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF BATAAN

DIVISION MEMORANDUM
No. 393, s. 2024

OCT 02 2024

**DIVISION TRAINING FOR GUIDANCE DESIGNATES:
"Being a Helper in the Helping Profession"**

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Secondary School Heads
All Others Concerned

1. This Office, through the Curriculum Implementation Division (CID), will conduct a Division Training for Guidance Designates on October 16-18, 2024, 8:00 am at a venue to be announced through an advisory.
2. This capacity-building activity aims to enhance the skills of guidance designates in their role as helping professionals.
3. The participants in this training shall be the **Junior and Senior High School Guidance Counselors/Designates** in the public secondary schools in Bataan.
4. A registration fee of **one thousand eight hundred pesos** (Php 1,800.00) shall be collected from the guidance counselor participants to cover expenses for meals and venue, chargeable against school MOOE funds while the registration of teacher participants shall be charged against Division CID Inset funds subject to the usual accounting and auditing rules and regulations.
5. Travel expenses of participants shall be charged against local /school funds.
6. Enclosed are the training matrix and list of participants for reference.
7. This also serves as travel order of the participants on the list.
8. Immediate and wide dissemination of this Memorandum is earnestly desired.


CAROLINA S. VIOLETA, EdD, CESO V
Schools Division Superintendent

Incls. : As stated

 10/2024



Republic of the Philippines
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Enclosure to Memorandum No. ___s.2024

TRAINING MATRIX

**DIVISION TRAINING FOR GUIDANCE DESIGNATES:
 “Being a Helper in a Helping Profession”**

Time	Day 1	Day 2	Day 3
8:00am-8:30am	Opening Program Speaker: Dr. Milagros M. Penaflo CID Chief	MOL	MOL
8:30am-9:30am	Kumustahan Activity Ma’am Jacqueline C. Tuazon EPS-GMRC/Values Education	Handling Disclosure as a Guidance Designate Ma’am Amorfil G. Perona RGC - JEAGMHS	Nurturing the Person in the Helping Profession Ma’am Jelyn V. Dela Torre RGC- Dr. Victoria MHS
9:30-9:45am	Health Break	Health Break	Health Break
9:45- 11:00	Inclusive Education and my Role as a Guidance Designate Ma’am Julie E. Dangan RGC - Morong NHS	Referral Process Ma’am Angela Mathilda G. Banzon Bataan High School for the Arts	Self-Care and Self-Compassion Ma’am Jelyn V. Dela Torre RGC- Dr. Victoria MHS
11:00 – 12:00	Handling Issues and Concerns in the School Ma’am April M. Maderas RGC - Pagalanggang NHS	Referral Flowchart Activity Ma’am Angela Mathilda G. Banzon Bataan High School for the Arts	Creating a Self-Care Plan Ma’am Julie E. Dangan RGC - Morong NHS
12:00-1:00	Lunch Break	Lunch Break	Lunch Break
1:00-2:15	(Simulation Activity) Ma’am April M. Maderas RGC - Pagalanggang NHS	The Art of Listening Ma’am Leane Kimber F. Rubia RGC - EC Bernabe NHS	Presentation of Output ... Ma’am Jackie Tuazon
2:15-3:00	Resiliency and Coping Mechanism Ma’am Amorfil G. Perona RGC - JEAGMHS	Role Playing Activity Ma’am Leane Kimber F. Rubia RGC - EC Bernabe NHS	Critiquing of outputs c/o Speakers



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3:00-3:15	Health Break	Health Break	Health Break
3:15 -4:30	Continuation of Resiliency and Coping Mechanism (Activity) Ma'am Amorfil G. Perona RGC - JEAGMHS	Sharing of Insights and Learnings	Closing Program
4:30- onwards	Open Forum/Clearing House Moderators Jelyn / Leane Kimber/ Angela/Jackie	Open Forum/Clearing House Moderators Julie / April/ Amor/Jackie	Home Sweet Home
FACILITATORS (Officers of the Day)	Lilian B. Ordiales EsP - Dept. Head	Wilmalyn S. Ramirez EsP Dept. Head	RGCs

Prepared by:

Jacqueline C. Tuazon
JACQUELINE C. TUAZON
 EPS – FOCAL PERSON IN GUIDANCE



Kabukiran, Calaylayan, Abucay 2114 Bataan
www.depedbataan.com bataan@deped.gov.ph
www.facebook.com/DepedBataan

"We Mould Heroes"



CSC PRIME HRM BRONZE AWARD
 Resolution No. 2201100



PHILIPPINE QUALITY STANDARD
 EXCELLENCE

Enclosure to Memorandum No. ___s.2024

DIVISION TRAINING FOR GUIDANCE DESIGNATES:

" Being a Helper in the Helping Profession"

October 16-18, 2024

No.	Name	School	Position
1	Amilyn T. Baysa	Limay National High School	Teacher
2	Anna May F. Ventura	Orani NHS - Parang-Parang	Teacher
3	April Gumayagay	Baseco NHS	Teacher
4	Avelina E. Auditor	Bangkal HS	Teacher
5	Clarissa E. Advincula	Limay NHS	Teacher
6	Corinne B. Pilapil	LAMAO NHS	Teacher
7	Estephania T. Manalac	Kanawan IS	Teacher
8	Gina M. De Ocampo	MNHS Pob. Annex-Sisiman	Teacher
9	Graciela D. Quimlat	Sampaloc IS	Teacher
10	Imelda C. Aguilar	Sta. Lucia HS	Teacher
11	Imelda E. Buan	Samal NHS - Annex	Teacher
12	Iris Louise S. Lopez	Lamao NHS	Teacher
13	Jennie Vee F. Pesa	Orani NHS - Pagasa	Teacher
14	Jermaine Cairal L. Payao	Pulo IS	Teacher
15	John Ver Del Puso	Tube-tube Integrated School	Teacher
16	Josephine D. Avancena	Sumalo IS	Teacher
17	Leah M. Sarmiento	Limay National High School	Teacher
18	Ma. Estrella G. Visto	St. Francis NHS	Teacher
19	Ma. Quesia V. Corullo	Palili IS	Teacher
20	Madonna N. Rifol	MNHS Cab. Annex-Alasasin	Teacher
21	Manolito B. Losbarez	Hermosa NHS	Teacher
22	Marilou T. Gammad	Payangan IS	Teacher
23	Marrion V. De Jesus	Dr. Victoria B. Roman MHS	Teacher
24	Mary Jane V. Dela Rosa	Limay National High School	Teacher
25	Mercidita S. Balgos	Saysain NHS	Teacher
26	Nierisa D. Bilbao	Pastolan Integrated School	Teacher
27	Nika A. Mendoza	Bataan School of Fisheries	Teacher
28	Oliver T. Magtala	Limay National High School	Teacher
29	Pamela C. Sanchez	Limay National High School	Teacher
30	Perla R. Torres	E. C. Bernabe NHS	Teacher
31	Raquel G. Pangilinan	MNHS Cab. Annex-Batangas II	Teacher
32	Romana P. Versoza	Tucop Integrated School	Teacher
33	Ronalyn O. Cortez	Biaan Aeta IS	Teacher
34	Sonny D. Villanueva	Mabatang NHS	Teacher
35	Veronica J. Cordova	Balsik NHS	Teacher
36	Vida Perpe G. Isidoro	Mariveles NHS Malaya	Teacher
37	Vilma I. Del Rosario	Morong NHS-Annex (Mabayo)	Teacher

38	Abegail A. Cruz	Ipag NHS	Guidance Counselor
39	Alliah Zairavel L. Ariento	Mariveles SHS Sitio Mabuhay	Guidance Counselor II
40	Alyssandra Joyce S. Cosme	Gov. Efren B. Pascual Sr OICS	Guidance Counselor II
41	Billy Rose M. Samson	Samal NHS	Guidance Counselor II
42	Carla Joan D. Guanzon	Luakan NHS	Guidance Counselor
43	Ethel T. Dinglasan	Bagac NHS-Parang	Guidance Counselor
44	Eunice J. Lacerna	Roosevelt NHS	Guidance Counselor II
45	Fides M. Diesta	Samal NHS	Guidance Counselor
46	Janeth D. Geraldez	Nagbalayong NHS	Guidance Counselor
47	Jillian A. Micoso	P. Roman NHS	Guidance Counselor II
48	Joanne C. Gerio	Bataan School of Fisheries	Guidance Counselor II
49	Joy T. Daquiz	Mariveles NHS Camaya Campus	Guidance Counselor II
50	Karla Bianca S. Punla	Luakan NHS - Annex	Guidance Counselor
51	Liberty J. Nery	Lamao NHS	Guidance Counselor II
52	Lucinda M. Sanchez	P. Roman NHS	Guidance Counselor
53	Lyra Rose O. Pante	Justice E.A.Gancayco MHS	Guidance Counselor II
54	Ameena Joy A. Gabatino	B. Camacho NHS	Guidance Counselor
55	Ma. Rosario R. Chingcuangco	Orani NHS	Guidance Counselor
56	Mark Anthony R. San Jose	Jose C. Payumo Jr. MHS	Guidance Counselor II
57	Mary Joan Therese M. Santos	Hermosa NHS	Guidance Counselor II
58	Mikaela Aliana M. Balingit	Mariveles NHS Malaya	Guidance Counselor II
59	Noel L. Paguio	Jose C. Payumo Jr. MHS	Guidance Counselor
60	Raiven Kyle L. Palana	Hermosa NHS-Annex	Guidance Counselor
61	Riza V. Libunao	Mariveles NHS-Poblacion	Guidance Counselor
62	Rommel E. Arellano	Limay NHS	Guidance Counselor II
63	Trixie Celestino	Magsaysay NHS - SHS	Guidance Counselor
64	Veronica T. Sinongco	Mariveles NHS, Cabcaben	Guidance Counselor
SPEAKERS			
65	Milagros M. Penaflor	SDO -CID	CID chief
66	Amorfil G. Perona	Justice E.A.Gancayco MHS	Guidance Counselor III
67	Angela Mathilda G. Banzon	Bataan High School for the Arts	PDO II / Guidance Designate
68	April M. Maderas	Pagalanggang NHS	Guidance Counselor II
69	Jelyn V. Dela Torre	Dr. Victoria B. Roman MHS	Guidance Counselor II
70	Julie E. Dangan	Morong NHS	Guidance Counselor III
71	Leane Kimber F. Rubia	E. C. Bernabe NHS	Guidance Counselor III
72	Jacqueline C. Tuazon	SDO Bataan	EPS
FACILITATORS			
73	Wilmalyn R. Ramirez	MNHS Poblacion	EsP Dept. Head
74	Lilian B. Ordiales	Limay NHS	EsP Dept. Head
75	Nico Manalansan	SDO Bataan	OSDS
GUESTS/MEDICAL STAFF			
76	SDS/ASDS	SDO Bataan	SDS/ASDS
77	Nurse 1	SDO Bataan	SGOD-SHN
78	Nurse 2	SDO Bataan	SGOD-SHN