



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

DIVISION LETTER

No. 048, s. 2026

**ACHIEVE 3000 LITERACY INITIAL ONLINE ONBOARDING
TRAINING FOR GRADE 7 AND 8 ENGLISH TEACHERS**


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

This Office informs the Online Onboarding Training for Grade 7 and 8 English teachers on March 26, 2026, from 9:00 AM to 11:00 AM.

Please see the attached Request Letter from the General Manager of Xepto Education, Antonio Ernesto R. Tarroza Jr., for the other details.

Immediate dissemination of this letter is desired.


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


Ci4/March 24, 2026

March 23, 2026

Dr. Carolina S. Violeta, EdD, CESO V
School Division Superintendent
Department of Education Division Office of Bataan
Abucay, Bataan

Subject: Request for Achieve3000 Literacy Initial Online Onboarding Training for Grade 7 and 8 English Teachers

Dear SDS Violeta,

We are pleased to inform the Schools Division Office (SDO) of Bataan that Xepto Education has officially received the Notice to Proceed for the project, Purchase for the Subscription of Achieve3000 Literacy Program with Contract Number: GOODS-SEF-004-2026 . As part of our commitment to contract implementation and as a continuation of the successful full implementation in DepEd Bataan schools, we are moving forward with the initial professional development phase for our educators.

Training Overview

This foundational onboarding session will be conducted as a 2-hour online session designed to equip the Grade 7 and 8 English teachers with the essential skills required to effectively launch and manage the Achieve3000 Literacy Platform. The training will focus on three primary pillars:

- Platform Access & Navigation: Mastering the teacher and student interfaces.
- Core Principles: Understanding Lexile®-based differentiated instruction and literacy acceleration.
- Data-Driven Instruction: Learning to utilize performance reports and Lexile growth metrics to inform classroom teaching.

Proposed Schedule

To ensure a smooth rollout, we propose scheduling this two-hour online onboarding session for **Thursday, March 26, 2026, from 9:00 AM to 11:00 AM.**


Key Objectives

Objective	Description
Understand A3K	Articulate pedagogical principles and the Lexile level system.

Master the Interface	Navigate features, manage classes, and assign lessons.
Implementation	Guide students through the prescribed 5-step literacy routine.
Data Literacy	Analyze student usage and performance reports for better outcomes.

We look forward to your favorable response as we work together to bridge learning gaps and foster a culture of reading excellence in Bataan. For further clarifications, you may contact Mr. Jed Marinas, Business Development Director at 09778133110 or Mr. Erwin Saguinsin, Sales Manager at 0908-8923595.

Respectfully yours,


Antonio Ernesto R. Tarroza Jr.
General Manager
Xepto Education