



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

JUN 01 2026

**DIVISION MEMORANDUM**  
No. 240, s. 2026

**RESEARCH TRAINING FOR NON-TEACHING PERSONNEL –  
ENSURING SUPPORT TO SCHOOLS THROUGH DATA-DRIVEN ACTIONS**

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

1. This Office announces the conduct of the **Research Training for Non-Teaching Personnel – Ensuring Support to Schools through Data-Driven Actions** on **June 2-3, 2026, 8:00 AM- 5:00 PM** at **SDO Bataan Bulwagan ng mga Bayani at Banal, Calaylayan, Abucay, Bataan.**
2. This activity aims to:
  - a. promote culture of research geared towards improving access to education, quality of education and governance;
  - b. provide a forum for researchers to collaborate with one another and further enhance their research skills; and
3. All participants are expected to bring a laptop and extension.
4. Expenses relative to the conduct of this activity shall be charged against Special Education Fund, subject to the usual accounting and auditing rules and regulations, while travel expenses shall be charged to the School MOOE or any available local funds.
5. Attached are the Program and List of Participants (*see Enclosures*).
6. This Memorandum shall serve as the Travel Authority of the Participants.
7. Immediate and wide dissemination of this Memorandum is enjoined.

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

SO6/jmn



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**Enclosure 1. Program**

**Research Training for Non-Teaching Personnel –  
 Ensuring Support to Schools through Data-Driven Actions**

SDO Bataan Bulwagan ng mga Bayani at Banal

June 2-3, 2026

Program  
**Day 1**

Time	Program	In-Charge
8:00-8:30 AM	Registration	Program Management Team
8:30-9:00 AM	Opening Program Makabayan Song Prayer Roll Call  Opening Remarks  Message	Audio-Visual Presentation  Ramon C. Perez SGOD Chief  Jerry Dimla Cruz, DEM, CESO VI Assistant Schools Division Superintendent  Carolina S. Violeta, EdD, CESO V Schools Division Superintendent
9:00-10:00 AM	Impact of Research in Education	Rocky T. Marcelino <i>Speaker</i>
10:00-10:30 AM	Health Break	
10:30-12:00 PM	Researchable Scenarios or Situations of Non-Teaching Personnel	Joel S. Castro, EdD <i>Head Teacher III – English E.C. Bernabe National High School</i>
12:00-1:00 PM	Lunch Break	
1:00-4:30 PM	Research Designs in the Field of Education, Survey Sampling and Questionnaire Design	Ronaldo A. Punla, EdD <i>School Principal III Luakan National High School – Annex</i>
4:30-5:00 PM	Open Forum	



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Program  
**Day 2**

Time	Program	In-Charge
7:00-8:30 AM		
8:30-9:00 AM	Preliminaries	Audio-Visual Presentation Program Management Team
9:00-10:00 AM	Orientation and Division Research Submission Process	Mariel E. Nuguid and Jacqueline P. Rivera Planning and Research Unit Members
10:00-10:30 AM	Health Break	
10:30-12:00 PM	Constructing the Introduction and Literature Review	Mee Ann Mae L. Tungol MT-I, Balsik NHS
12:00-1:00 PM	Lunch Break	
1:00-3:00 PM	Aligning Research Questions with Study Objectives	Ernani D. Manalac, T-III, HNHS
3:00-3:30 PM	Health Break	
3:30 – 4:00 PM	Presentation of Outputs	Program Management Team
4:00 PM onwards	Closing Program	Program Management Team



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**Enclosure 2. List of Participants**

**LIST OF PARTICIPANTS**  
**Research Training for Non-Teaching Personnel**

June 2-3, 2026

Proposed Venue: SDO Bataan Bulwagan ng mga Bayani at Banal

**Participants**

No.	Name	Designation	Office
1	Carolina S. Violeta, EdD, CESO V	SDS	SDO Bataan
2	Jerry Dimla Cruz, DEM, CESO VI	ASDS	SDO Bataan
3	Ramon C. Perez	Chief, SGOD	SDO Bataan
4	Mar-Elen Fe G. Renosa	SDRC	SDO Bataan
5	Jethro M. Nocom	SDRC	SDO Bataan
6	Nico M. Mangaliman	SDRC	SDO Bataan
7	Raymond Joseph V. Mendoza	SDRC	SDO Bataan
8	Misty B. dela Cruz	SDRC	SDO Bataan
9	Demie Rose C. Caragay	Moderator	SDO Bataan
10	Evangeline D. Gallardo	Moderator	SDO Bataan
11	Mark Anthony Sobrevinas	TWG	SDO Bataan
12	Nurse on Duty	TWG	SDO Bataan
13	Nurse on Duty	TWG	SDO Bataan
14	Mariel E. Nuguid	Speaker	SDO Bataan
15	Jacqueline P. Rivera	Speaker	SDO Bataan
16	Joel S. Castro	Speaker	EC Bernabe NHS
17	Ronaldo A. Punla	Speaker	Luakan NHS - Annex
18	Mee Ann Mae L. Tungol	Speaker	Balsik NHS
19	Ernani D. Manalac	Speaker	Hermosa NHS
20	Rocky T. Marcelino	Speaker	University of the Philippines



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No.	District	Category	School (Do not Abbreviate)	Name (First Name, M.I, Surname)	Position (Do not Abbreviate)
21	Dinalupihan East	Elementary School Head	DALAO ELEMENTARY SCHOOL	MAYRAH A. ESCONDE	SCHOOL PRINCIPAL II
22	Dinalupihan East	Elementary School Head	PENTOR ELEMENTARY SCHOOL	JOEL S. SANTOS	Head Teacher III
23	Dinalupihan East	Elementary School Head	LAYAC INTEGRATED SCHOOL	MILDRED B. FAMORCAN	SCHOOL PRINCIPAL II
24	Dinalupihan East	Secondary School Head/Department Head	STA.LUCIA HIGH SCHOOL	MARLENE G. LULU	SCHOOL PRINCIPAL II
25	Dinalupihan East	Secondary School Head/Department Head	TUCOP INTEGRATED SCHOOL	GERALDINE C. FLORES	SCHOOL PRINCIPAL II
26	Dinalupihan East	Secondary School Head/Department Head	PAGALANGGANG NATIONAL HS	EDGARDO JESUS S. BASA II	SCHOOL PRINCIPAL II
27	Dinalupihan East	Administrative Officer II	PAGALANGGANG NATIONAL HS	ROMIENEL B. MALANA	AO II
28	Dinalupihan East	Administrative Officer II	PENTOR ELEMENTARY SCHOOL	RANDY PHILIP DE LEON	AO II
29	Dinalupihan East	Administrative Officer II	BAYAN-BAYANAN ELEMENTARY SCHOOL	EDWIN OCAMPO	AO II
30	Dinalupihan West	Elementary School Head	Saguing Elementary School	Marivic Lorna A. Garcia	School Principal I
31	Dinalupihan West	Elementary School Head	Naparing Elementary School	Loida D. Fausto	School Principal II
32	Dinalupihan West	Elementary School Head	San Benito Elementary School	Perlie S. Baclig	School Principal II
33	Dinalupihan West	Secondary School Head/Department Head	Luakan NHS	Ara S Velasco	School Principal IV



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34	Dinalupihan West	Secondary School Head/Department Head	Jose C. Payumo Jr. MHS	Francisco D. De Guzman	Head Teacher III
35	Dinalupihan West	Secondary School Head/Department Head	Luakan NHS-Annex	Ronaldo A. Punla	School Principal II
36	Dinalupihan West	Administrative Officer II	Luakan NHS	Carl Kessia P Sibulo	AO II
37	Dinalupihan West	Administrative Officer II	Saguing Elementary School	Emelinda M. basi	Administrative Officer II
38	Dinalupihan West	Administrative Officer II	San Benito ES	Melvin L. Singian	Administrative Officer II
39	Hermosa	Elementary School Head	Pastolan IS	John Paul C. Solon	Head Teacher III
40	Hermosa	Elementary School Head	Maite IS	Raymond Caling	Head Teacher III
41	Hermosa	Elementary School Head	SMVPLMIS	Marilyn F. De Guzman	Head Teacher III
42	Hermosa	Secondary School Head/Department Head	Hermosa NHS	Cathren Danica Ricaplaza	Head Teacher III
43	Hermosa	Secondary School Head/Department Head	Balsik NHS	Alfonso Miclat	Head Teacher III
44	Hermosa	Secondary School Head/Department Head	Hermosa NHS	Arcele Servera	School Principal II
45	Hermosa	Administrative Officer II	Almacen	Dennis Guinto	AO II
46	Hermosa	Administrative Officer II	Bacong ES	Evelyn M. Sunglao	AO II
47	Hermosa	Administrative Officer II	Mabuco ES	Marc Gail M. Marcelino	AO II
48	Orani	Elementary School Head	Pag-asa ES	Viola T. De Guzman	Head Teacher III
49	Orani	Elementary School Head	Tapulao ES	Carolyn R. Reyes	School Principal I
50	Orani	Elementary School Head	Talimundoc ES	Donald C. Mariano	Head Teacher III
51	Orani	Secondary School Head/Department Head	ONHS - Main	Sylvia D. Gatus	Head Teacher III
52	Orani	Secondary School Head/Department Head	ONHS-Parang-Parang	Emmanuel S. Gimena	Head Teacher III



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53	Orani	Secondary School Head/Department Head	Pulo IS	Hamilton Q. Cruz	Head Teacher III
54	Orani	Administrative Officer II	Orani North ES	Mirasol I. Maniquez	Administrative Officer II
55	Orani	Administrative Officer II	Paraiso ES	Arlene A. Antonio	Administrative Officer II
56	Orani	Administrative Officer II	Kaparangan ES	Dianne Nicole Bautista	Administrative Officer II
57	Samal	Administrative Officer II	Gugo ES	Lady Mae Esconde	Administrative Officer II
58	Samal	Administrative Officer II	Samal North ES	Avegail Nañasca	Administrative Officer II
59	Samal	Administrative Officer II	Sapa ES	Maribel Victoria	Administrative Officer II
60	Samal	Secondary School Head/Department Head	Samal NHS Main	Donabelle Dela Cruz	Administrative Officer II
61	Samal	Secondary School Head/Department Head	Samal NHS - Main	Charito Ebuena	Administrative Officer II
62	Samal	Secondary School Head/Department Head	Samal NHS - Annex	Antonio Venegas	Administrative Officer II
63	Samal	Administrative Officer II	Samal North ES	Zaira Mae Villegas	Administrative Officer II
64	Samal	Administrative Officer II	Calaguiman ES	Ena Du	Administrative Officer II
65	Samal	Administrative Officer II	Lalawigan ES	Mary Conn Gacutan	Administrative Officer II
66	Abucay	Elementary School Head	Hacienda Elementary School	Gemma B. Canare	School Principal I
67	Abucay	Elementary School Head	Salian Elementary School	Gemmaruth G. Castro	School Principal I
68	Abucay	Elementary School Head	Wawa Elementary School	Vilma D. Bermillo	Head Teacher III
69	Abucay	Secondary School Head/Department Head	Bonifacio Camacho National High School- JHS	Reynaldo B. Visda	School Principal II
70	Abucay	Secondary School Head/Department Head	Bonifacio Camacho	Arsenio N. Ongoco	Assistant Principal I



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			National High School - SHS		
71	Abucay	Secondary School Head/Department Head	Abucay High School	Milagros T. Mendoza	School Principal I
72	Abucay	Administrative Officer II	Tomas Pinpin Memorial Elementary School	Marifer Visda	Administrative Officer II
73	Abucay	Administrative Officer II	Mabatang Elementary School	Catherine V. Alarcon	Administrative Officer II
74	Abucay	Administrative Officer II	Jose Abejar Memorial Elementary School	Mary Ann L. Salavera	Administrative Officer II
75	Pilar	Elementary School Head	Nagwaling Elementary School	Janette B. Afable	School Principal I
76	Pilar	Elementary School Head	Wakas Elementary School	Kristine C. Tentia	Head Teacher III
77	Pilar	Elementary School Head	Balut Elementary School	Leonard S. Malang	Head Teacher III
78	Pilar	Secondary School Head/Department Head	Pablo Roman NHS	Alexander J. Salazar	Head Teacher III
79	Pilar	Secondary School Head/Department Head	Pablo Roman NHS	Elvis T. Malang	Head Teacher III
80	Pilar	Secondary School Head/Department Head	Pablo Roman NHS	Roderic R. Cunanan	OIC-ASP/HT-III
81	Pilar	Administrative Officer II	Nagwaling Elementary School	Mary Grace P. Villanueva	Administrative Officer II
82	Pilar	Administrative Officer II	Pantingan Elementary School	Mary Angelli Concepcion R. Santiago	Administrative Officer II
83	Pilar	Administrative Officer II	Wakas Elementary School	Pauline T. Salaveria	Administrative Officer II
84	Orion	Elementary School Head	General Lim Elementary School	Jay-R Pangomlayan	School Principal I



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85	Orion	Elementary School Head	Sta. Elena Elementary School	Evelyn C. Quicho	Head Teacher III
86	Orion	Elementary School Head	Bantan Elementary School	Ricky C. Gonzales	Head Teacher III
87	Orion	Secondary School Head/Department Head	Bataan School of Fisheries	Gina T. Fontillas	Head Teacher VI
88	Orion	Administrative Officer II	Sta. Elena Elementary School	Cynthia Agbo	Administrative Officer II
89	Orion	Administrative Officer II	Arellano Elementary School	Myra Trajano	Administrative Officer II
90	Orion	Administrative Officer II	Justice Emilio Angeles Gancayco MHS	Bernadett Sadalan	Administrative Officer II
91	Mariveles	Elementary School Head	Ipag ES	MARIQUITA A. BANAL	Head Teacher III
92	Mariveles	Elementary School Head	MARINA BAY ES	BRYAN A. BULANADI	School Principal I
93	Mariveles	Secondary School Head/Department Head	Mariveles National High School - Sisiman	Mildred Nichols	School Principal II
94	Mariveles	Secondary School Head/Department Head	Mariveles NHS Malaya	Joey R. SILVA	School Principal I
95	Mariveles	Secondary School Head/Department Head	Mariveles NHS Bat. 2	Rose G. Visperas	School Principal I
96	Mariveles	Administrative Officer II	ALASASIN ELEMENTARY SCHOOL	ROSELENE M. SILVA	Administrative Officer II
97	Mariveles	Administrative Officer II	LUCANIN I/S	JOBEN CONRAD G. SAPLALA	Administrative Officer II
98	Mariveles	Administrative Officer II	A.G. LLAMAS ELEMENTARY SCHOOL	DONNA SALCEDO	Administrative Officer II
99	Bagac	Elementary School Head	Pinagsumilan Elementary School	Mary Ann S. Valdez	Head Teacher III
100	Bagac	Elementary School Head	Parang Elementary School	Joel B. Vargas	School Principal I
101	Bagac	Elementary School Head	Saysain Elementary School	Evelyn C. Perez	Head Teacher III



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102	Bagac	Secondary School Head/Department Head	E.C. Bernabe National High School	Denness Anne M. Martinez	Head Teacher III
103	Bagac	Secondary School Head/Department Head	E.C. Bernabe National High School	Joel S. Castro	Head Teacher III
104	Bagac	Secondary School Head/Department Head	Bagac NHS - Parang	Jessica M. Quimlat	ASP - II
105	Bagac	Administrative Officer II	Parang Elementary School	Maria Cariza R. Pizarro	Administrative Officer II
106	Bagac	Administrative Officer II	Bagac Elementary School	Darlene Grace C. Galicia	Administrative Officer II
107	Bagac	Administrative Officer II	Binuangan Elementary School	Angelie B. Velasco	Administrative Officer II
108	Morong	Elementary School Head	Panibatuhan Elementary School	Jose D. Labandilo Jr.	Principal I
109	Morong	Elementary School Head	Facundo Angeles Memorial ES	Ma. Linda V. Manzano	Principal I
110	Morong	Elementary School Head	Mabayo Elementary School	Leilani P. Leano	Principal I
111	Morong	Secondary School Head/Department Head	Morong National High School	Vilma G. Agustin	Head Teacher III
112	Morong	Secondary School Head/Department Head	Sampaloc Integrated School	Emelita G. Paguio	Assistant School Principal II
113	Morong	Secondary School Head/Department Head	Mabayo National High School	Odissa P. Dasilao	Head Teacher III
114	Morong	Administrative Officer II	Panibatuhan Elementary School	Clarisse E. Minor	Administrative Officer II
115	Morong	Administrative Officer II	Mabayo Elementary School	Kriza L. Loyola	Administrative Officer II
116	Morong	Administrative Officer II	Morong Elementary School	Ma. Debbie S. Limongco	Administrative Officer II



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117	SDO Bataan	Hermie G. Duran	Senior Education Program Specialist
118	SDO Bataan	Francez Pauline T. Likwong	Education Program Specialist II
119	SDO Bataan	Judylyn T. Gatdula	Administrative Aide IV
120	SDO Bataan	Jessalyn Anne M. Linsangan	Senior Education Program Specialist
121	SDO Bataan	Kharl John Cruz	Project Development Officer I
122	SDO Bataan	Renato Myion de Guia	Project Development Officer I
123	SDO Bataan	Gerald A. Lingad	PDO II
124	SDO Bataan	Roy Vincent Malicdem	DRRM Secretary