



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

**DIVISION MEMORANDUM**

No. 378 s. 2026

AUG 12 2026

**DIVISION TRAINING-WORKSHOP ON AI LITERACY AND GENERATIVE AI FOR  
ETHICAL AND EFFECTIVE CLASSROOM INTEGRATION**

To:

Assistant Schools Division Superintendent  
Chief, CID and SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public and Private Secondary School Heads  
All Concerned

1. The Schools Division Office of Bataan, through the Curriculum Implementation Division, shall conduct the Division Training-Workshop on AI Literacy and Generative AI for Ethical and Effective Classroom Integration on September 9–11, 2026, at the Abucay Multipurpose Cooperative, Magtanong St., Calaylayan, Abucay, Bataan.

2. The training-workshop aims to capacitate teachers and school leaders with the knowledge, skills, and ethical understanding necessary to effectively utilize Artificial Intelligence (AI) and Generative AI (GenAI) in teaching, learning, assessment, instructional planning, and professional practice.

Specifically, the training-workshop aims to:

- a. develop participants' foundational understanding of Artificial Intelligence, Generative AI, Large Language Models (LLMs), and AI-powered educational tools;
- b. enhance participants' AI literacy and digital competence for responsible and purposeful use of AI in educational settings;
- c. demonstrate practical applications of Generative AI in lesson planning, development of learning resources, assessment, differentiated instruction, remediation, enrichment, and classroom management;
- d. develop participants' skills in prompt engineering and effective human-AI interaction for educational purposes;
- f. strengthen awareness of ethical considerations involving academic integrity, data privacy, intellectual property, copyright, transparency, accountability, and responsible AI use;
- g. develop classroom-ready AI-integrated learning activities and instructional resources aligned with the MATATAG Curriculum and applicable DepEd policies and standards; and
- h. formulate appropriate school- and classroom-level strategies for the ethical, inclusive, safe, and effective integration of Generative AI in teaching and learning.

3. The three-day training-workshop shall adopt a combination of interactive lectures, demonstrations, guided hands-on activities, collaborative workshops, learning tasks, sharing of practices, and development of classroom-ready outputs.



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4. At the end of the training-workshop, participants are expected to produce an AI Literacy and Generative AI Learning Portfolio containing AI-enhanced lesson plans, learning resources, assessment materials, educational prompts, and a Classroom/School AI Action Plan promoting safe, ethical, inclusive, and effective AI integration.
5. Participants shall bring a fully charged laptop or tablet with charger and extension cord, an active email account for registration and access to online AI platforms, and sample lesson plans, learning competencies, assessment materials, or other instructional resources to be enhanced during the workshop.
6. Schools shall be encouraged to provide opportunities for participants to echo the learning and demonstrate appropriate AI applications within their respective schools, learning areas, and professional learning communities.
7. Expenses relative to the conduct of the training-workshop shall be charged to the School Maintenance and Other Operating Expenses (MOOE) or other local funds, in accordance with existing accounting and auditing rules and regulations.
8. Attached to this Memorandum is the list of selected teacher-participants from public elementary and secondary schools, which shall likewise serve as their **travel authority** to and from the training venue, subject to existing applicable rules and regulations on official travel.
9. Immediate dissemination of and strict compliance with this Memorandum are highly directed.

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

Encls.: List of Participants  
References: None

To be indicated in the Perpetual Index  
Under the following subjects:

AI LITERACY  
ASSESSMENT

GENERATIVE AI  
INSTRUCTION

CI2  
August 12, 2026



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List of Participants

| No | Full Name (Last Name, Given Name, Middle Initial) | School                     |
|----|---------------------------------------------------|----------------------------|
| 1  | SAN JUAN, ELOISA T.                               | B. CAMACHO NHS             |
| 2  | FLORES, MARIA CECILIA D.                          | BALSIK NHS                 |
| 3  | GUDDARAN, ANGUSTIA A.                             | HERMOSA NHS                |
| 4  | MANABAT, LORETA S.                                | ORANI NHS                  |
| 5  | DEL ROSARIO, MARY ANN A.                          | BATAAN SCHOOL OF FISHERIES |
| 6  | PANGILINAN, ROSE ANNE P.                          | JUSTICE E. A. GANCAYCO MHS |
| 7  | SAMANIEGO, CRISTINA C.                            | LAMAO NHS                  |
| 8  | CANTARA, MARICEL M.                               | LIMAY NHS                  |
| 9  | SALAZAR, ALEXANDER J.                             | PABLO ROMAN NHS            |
| 10 | MENDOZA, ALELI R.                                 | PAGALANGGANG HS            |
| 11 | REYES, MENANDROS S.                               | JOSE C. PAYUMO MHS         |
| 12 | AGKIS, ERASTO G.                                  | LUAKAN NHS                 |
| 13 | CONSTANTINO, MAYLA L.                             | MAGSAYSAY NHS              |
| 14 | DAGDAG, SALVACION F.                              | MARIVELES NHS, CABCABEN    |
| 15 | DUCOT, DEO DERRO L.                               | MARIVELES NHS, POBLACION   |
| 16 | MANGALINDAN, NERI D.                              | MORONG NHS                 |
| 17 | PEREZ, EVELYN                                     | SAMAL NHS                  |
| 18 | AGCAOILE, JULIETA                                 | E.C. BERNABE NHS           |
| 19 | DOMINGUEZ, ANA LIZA V.                            | ABUCAY DISTRICT            |
| 20 | LIBAO MARIA AILENE L.                             | SAMAL DISTRICT             |
| 21 | CALING, RAYMOND O.                                | HERMOSA DISTRICT           |
| 22 | CARIZAL, CHRISTIAN N.                             | ORANI DISTRICT             |
| 23 | MATILLA, KRISTINE JOY                             | LIMAY DISTRICT             |
| 24 | AGUSTIN, JHENIE R.                                | ORION DISTRICT             |
| 25 | MALANG LEONARD S.                                 | PILAR DISTRICT             |
| 26 | MANZANO, MA. LINDA V.                             | MORONG DISTRICT            |
| 27 | APALES, LEO                                       | BAGAC DISTRICT             |
| 28 | ROBLES, JANE D.                                   | DINALUPIHAN EAST DISTRICT  |
| 29 | DE MESA, MARY ANN M                               | DINALUPIHAN WEST DISTRICT  |
| 30 | VALEROSO, PHOEBE HAZZLE I.                        | MARIVELES DISTRICT         |
| 31 | ACLADO, MARY ANN S.                               | MARIVELES NHS POBLACION    |
| 32 | ALARCON, ARJAY A.                                 | JEAG MHS- SHS              |
| 33 | ALBA, MA. LOURDES M.                              | BATAAN SCHOOL OF FISHERIES |
| 34 | ANTONIO, EDISON JR., I.                           | BALSIK NHS - SHS           |
| 35 | AQUINO, JOSEPHINE P.                              | MARIVELES NHS POBLACION    |
| 36 | AQUINO, ONOFRE JR. M.                             | PAGALANGGANG NHS           |
| 37 | ASAS, JEMMALYN P.                                 | LUAKAN NHS ANNEX - SHS     |
| 38 | ATIENZA, MARK ANTHONY T.                          | LAMAO NHS                  |



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|    |                            |                                     |
|----|----------------------------|-------------------------------------|
| 39 | ATUAN, ARGEE G.            | MABATANG NHS                        |
| 40 | BACON, ANGELIQUE T.        | MARIVELES NHS BATANGAS II           |
| 41 | BANZON, MARITES P.         | E.C. BERNABE                        |
| 42 | BELTRAN, JOAN A.           | BONIFACIO CAMACHO SHS               |
| 43 | BICALDO, BLESILDA D.       | JC PAYUMO NHS                       |
| 44 | BONUS, MARY CHARLOTTE R.   | MARIVELES NHS CABCABEN              |
| 45 | BRIAN, JHUNNER T.          | LAMAO NHS                           |
| 46 | BUENSUCESO, JULIE H.       | ABUCAY NHS                          |
| 47 | CABRERA, ROWENA V.         | LIMAY NHS - SHS                     |
| 48 | CANLAS, HERSIE KISSES E.   | BALSIK NHS                          |
| 49 | CAYABYAB, JOEL A.          | BATAAN SCHOOL OF FISHERIES          |
| 50 | CORTEZ, MELANIE P.         | HERMOSA NHS - SHS                   |
| 51 | DABU, DELFA T.             | MARIVELES NHS POBLACION             |
| 52 | DE GUZMAN, FRANCISCO D.    | JC PAYUMO NHS                       |
| 53 | DE GUZMAN, JANELEEN M.     | B.CAMACHO NHS                       |
| 54 | DE JESUS, KATHLEEN C.      | B. CAMACHO NHS - SHS                |
| 55 | EBUENGA, LERMA B.          | MAGSAYSAY NHS                       |
| 56 | EMBILE, YSABEL ANGELA V.   | PAGALANGGANG NHS                    |
| 57 | ESMALE, MAEVE S.           | ROOSEVELT NHS                       |
| 58 | FLORES, ROSALYN C.         | ORANI NHS PARANG-PARANG             |
| 59 | GARCIA, ALMA F.            | HERMOSA NHS - SHS                   |
| 60 | GONZALES, WARREN           | HERMOSA NHS ANNEX                   |
| 61 | IGNACIO, MARIA FE M.       | HERMOSA NHS                         |
| 62 | GUZON, EMELINA A.          | ROOSEVELT NHS - SHS                 |
| 63 | ISIDRO, ANN LYLWYNN B.     | JEAG MHS                            |
| 64 | RIVERO, ENELYN D.          | MARIVELES SENIOR HS - SITIO MABUHAY |
| 65 | LAZATIN, EMY G.            | JOSE C. PAYUMO JR. MHS              |
| 66 | LIBIRAN, PINKY O.          | BONIFACIO CAMACHO SHS               |
| 67 | LINGAD, ADRIEL C.          | LUAKAN NHS ANNEX                    |
| 68 | LUMABAS-CRISOSTOMO, JEM T. | MARIVELES NHS MALAYA                |
| 69 | LUMANOG, LEANDRO D.        | PAGALANGGANG NHS                    |
| 70 | MACARAIG, NANCY P.         | LUAKAN NHS                          |
| 71 | MARCAIDA, AMELIA T.        | DR. VICTORIA B. ROMAN MHS           |
| 72 | ANTONIO JR., EDUARDO A.    | STA. LUCIA NHS - SHS                |
| 73 | MORALES, MARICEL S.        | E.C. BERNABE NHS                    |
| 74 | NUQUE, MARIA TERESA F.     | HERMOSA NHS                         |
| 75 | PACLEB, JAY R B.           | STA. LUCIA NHS                      |
| 76 | PAGUIO, POLLEN GRAIN C.    | DR. VICTORIA B. ROMAN MHS - SHS     |
| 77 | PATDU, ANGELA MARIE D.     | MARIVELES NHS MALAYA                |
| 78 | PEDRON, NATHANAEL B.       | ORANI NHS PARANG-PARANG             |
| 79 | PULOS, ROSELLE             | IPAG NHS                            |
| 80 | QUIROZ, JOAN J.            | LAMAO NHS                           |



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|     |                           |                               |
|-----|---------------------------|-------------------------------|
| 81  | QUISIM, MA. ELOISA C.     | JEAG MHS                      |
| 82  | MONTA, EVELYN D.          | GOV. EFREN B. PASCUAL SR. OIC |
| 83  | RICAFRENTE, ARLINA O.     | MARIVELES NHS CAMAYA CAMPUS   |
| 84  | RODA, MERIAM              | ORANI NHS PAGASA              |
| 85  | ROQUE, MICHAEL C.         | ORANI NHS PARANG-PARANG       |
| 86  | RUBIANO, CRISTINA D.      | LIMAY NHS                     |
| 87  | SAGUIN, JARVEN T.         | MARIVELES NHS ALION           |
| 88  | SALARIA, MARGARITA L.     | LIMAY NHS                     |
| 89  | SALAS, ANNA LIZA D.       | LIMAY NHS                     |
| 90  | SANCHEZ, DINA B.          | LIMAY NHS                     |
| 91  | SANTOS, KAREN ROSE P.     | MABAYO NHS                    |
| 92  | SANTOYO, RICER B.         | MARIVELES NHS CABCABEN        |
| 93  | SENTILLAS, JULIE ANN B.   | MORONG SHS                    |
| 94  | SONGCO, RHENN B.          | GOV. EFREN B. PASCUAL SR. OIC |
| 95  | TABBUN, JONATHAN P.       | SAMAL NHS                     |
| 96  | TAJA, CAYCELYN R.         | BATAAN SCHOOL OF FISHERIES    |
| 97  | TALA, EVANGELINE DATU     | BALSIK NHS-SHS                |
| 98  | TAN, NENITA J.            | P. ROMAN NHS                  |
| 99  | TARRAYO, LORENA R.        | P. ROMAN NHS                  |
| 100 | TAYAG, MARIA DIANA D.     | MAGSAYSAY NHS                 |
| 101 | TINAO, REYA G.            | MNHS CAMAYA CAMPUS            |
| 102 | VICENCIO, JEFFREY D.      | E.C. BERNABE NHS - SHS        |
| 103 | VILLARTA, ALYSSA MARIE T. | ORANI NHS                     |
| 104 | VILORIA, ALMA D.          | B. CAMACHO NHS                |
| 105 | OMAR MANALANSAN           | SPEAKER                       |
| 106 | MELBOURNE L. SALONGA      | SPEAKER                       |
| 107 | NERISSA A. VALENZUELA     | SDO BATAAN-NURSE              |
| 108 | MARK ANTHONY SOBREVINAS   | SDO BATAAN-ICT                |
| 109 | EDWIN RIEL BERMILLO       | SDO BATAAN-EPS                |
| 110 | ROBERTO R. PANTIG         | SDO BATAAN-CHIEF              |