



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

**DIVISION LETTER**

SEP 24 2026

No. 091, s. 2026

**ARTIFICIAL INTELLIGENCE IN ACTION: ENHANCING  
STUDENT ENGAGEMENT**

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

This Office informs all Grades 9 to 12 teachers who have no scheduled classes, to attend the online training titled 'AI in Action: Enhancing Student Engagement' on September 29, 2026, from 9:00 AM to 11:00 AM, to be facilitated by the Xepto LMS team.

Attached is the request letter from Mr. Antonio Ernesto R. Tarroza Jr., Xepto LMS General Manager, for your guidance and reference.

Immediate dissemination of this letter is desired.

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

  
Ci4/September 24, 2026

September 22, 2026

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

**SUBJECT: Request for Approval of Proposed Online CPD Training on September 29, 2026**

Dear SDS Violeta,

Greetings from Xepto Education!

We write to formally request your approval for the conduct of our proposed Continuing Professional Development (CPD) training rescheduled to **September 29, 2026**. This training program is officially accredited for **2.0 CPD units**. To deliver a focused and high-impact learning experience while maximizing teacher accessibility across the division, we propose delivering this program **purely online via Zoom**.

As previously outlined, we will merge Sync Session 3 ("Enhance student engagement through AI tools") and Sync Session 4 ("Develop innovative courseware aligned with Education 5.0") into a single, comprehensive program entitled: **"AI in Action: Enhancing Student Engagement."**

### **Online Delivery & Schedule**

The training will be conducted as a single, consolidated division-wide live online session:

- **Date:** September 29, 2026
- **Time:** 9:00 AM – 11:00 AM (Live Online Session, Discussion & Q&A)
- **Platform:** Zoom (Live Webinar)
- **Participants:** Target Grades 9 to 12 Teachers across SDO Bataan

### **Proposed Activity Action Plan (Merging Synch Sessions 3 & 4)**

To transition from the initial single-session online setup to this enriched HyFlex experience, we have outlined the activity action plan below:

| Category                  | Originally Approved via DepEd Memo                                                                                                                                 | Proposed Activity Action Plan (Merged Pure Online Session)                                                                                                                                       |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Objective                 | <p><b>Sync 3:</b> Enhance student engagement through AI tools (2 CPD credits).</p> <p><b>Sync 4:</b> Develop innovative courseware aligned with Education 5.0.</p> | <p><b>Unified Objective:</b> Apply AI-driven strategies in courseware development to boost student engagement and innovation in teaching practice.<br/>(Accredited for <b>2.0 CPD units</b>)</p> |
| Delivery Modality & Venue | Online Zoom (Sync 3 & 4)                                                                                                                                           | <b>Purely Online:</b> Live Division-wide webinar via Zoom; teachers join remotely from their respective schools/stations.                                                                        |
| Schedule & Batching       | <p><b>Sync 3:</b> July 24, 2026 (1-hr sessions per batch)</p> <p><b>Sync 4:</b> August 7, 2026 (1-hr sessions per batch)</p>                                       | <p><b>September 29, 2026</b></p> <p>Single Session: 9:00 AM – 11:00 AM (120 minutes)</p>                                                                                                         |
| Resource Person(s)        | <p><b>Sync 3:</b> Jalieca Gadong (Courseware Development Manager).</p> <p><b>Sync 4:</b> Xepto TWG with Xepto Educ and Training Team.</p>                          | <p><b>Lead Presenter:</b> Jalieca Gadong (Courseware Development Manager), assisted by the Xepto Educ and Training Team</p>                                                                      |
| Target Participants       | Grades 9 – 12 Teachers                                                                                                                                             | <b>Grades 9–12 Teachers across SDO Bataan</b> (participating via Zoom across Batch 1 or                                                                                                          |

|                                       |                                                                                                                                                |                                                                                                                                                                                                    |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       |                                                                                                                                                | Batch 2)                                                                                                                                                                                           |
| <b>Program Flow</b>                   | <p><b>Sync 3:</b> AI concepts → applications → ethics → engagement plan.</p> <p><b>Sync 4:</b> Courseware lecture → outputs in school LMS.</p> | <p><b>Integrated Flow:</b> AI concepts + applications → ethical considerations → courseware development lecture → engagement plan outputs.</p>                                                     |
| <b>Evaluation &amp; Certification</b> | Individual Zoom submissions and separate evaluations.                                                                                          | <p><b>Consolidated via Xepto Academy:</b> Enrolled in Academy LMS, submit AI-integrated courseware outputs, and receive verified certificates indicating <b>2.0 CPD units</b> upon completion.</p> |

The attached updated Training Matrix details the 120-minute guided online session per batch designed to equip our educators with practical proficiencies in utilizing approved AI tools alongside the Xepto LMS. Through structured digital walk-throughs, interactive Q&A, and post-session LMS outputs, teachers will address learner engagement challenges while earning their consolidated 2.0 CPD units via Xepto Academy.

We respectfully seek your favorable approval for the conduct and schedule of this purely online CPD training on September 29, 2026.

Thank you for your continued partnership and leadership as we empower SDO Bataan's educators through edtech innovation

Respectfully yours,

  
**Antonio Ernesto R. Tarroza Jr.**  
 General Manager

## Training Overview

This training matrix describes the merged Synch Session 3 & 4 professional development program, **"AI in Action: Enhancing Student Engagement"**, delivered to Grades 9–12 teachers across the Bataan Division.

It demonstrates how the Xepto LMS supports the design, delivery, and ethical application of AI tools in the classroom. Participants will examine real classroom engagement challenges, explore where AI can help address them, and design an AI + Xepto LMS learning experience. Guided, hands-on activities will develop competence in identifying engagement problems, applying approved AI tools to build course content, and using Xepto LMS features to deliver, invite participation in, and capture evidence of student engagement. Emphasis is placed on privacy, fairness, cultural relevance, and teacher oversight to ensure AI use remains safe, ethical, and classroom-ready.

**Audience:** 2,000 Grades 9–12 teachers, Bataan Division — via Zoom, Online, facilitated by Xepto Team.

**Format:** ONLINE SYNCHRONOUS delivery; a 120-minute guided session per batch (Single session, September 29, 2026, 9AM to 11AM), with the culminating implementation plan launched online to be completed and submitted to Xepto Academy after the session.

**Goal:** Equip teachers to identify classroom engagement challenges, apply approved AI tools to design an AI + Xepto LMS learning experience, and complete a responsible, ethical classroom implementation plan — evaluated through a summative quiz and a performance-based AI-Integrated Student Engagement Plan submitted to Xepto Academy.

## High-Level Training Objectives

- **Identify AI's Role in Engagement:** Identify and explain key AI concepts and describe how they can affect student engagement.
- **Analyze AI-Enhanced Activities:** Analyze examples of AI-enhanced activities and compare their potential impact on diverse learners.
- **Apply AI Tools to Learning Design:** Apply specific AI tools to design learning activities that boost student motivation.
- **Evaluate AI for Ethics & Context:** Evaluate AI applications for fairness, privacy and cultural relevance in Philippine classrooms.
- **Design an Engagement Plan:** Design an AI-integrated student engagement plan incorporating ethical guidelines and local context.

## Live Training Schedule — September 29, 2026

| Time   | Flight Stage                        | Session Title                                  | Modality                      | Notes                                                              |
|--------|-------------------------------------|------------------------------------------------|-------------------------------|--------------------------------------------------------------------|
| 5 min  | <b>PRE-FLIGHT CHECK-IN</b>          | Arrival, course access and diagnostic catch-up | Briefing / self-paced         | Diagnostic Test; attendance                                        |
| 5 min  | <b>PRE-FLIGHT BRIEFING</b>          | Welcome and route orientation                  | Briefing + guided plenary     | Route map slide                                                    |
| 5 min  | <b>TAKE-OFF</b>                     | How AI Is Changing Learning                    | Video + discussion            | Opening feature video                                              |
| 7 min  | <b>READING THE INSTRUMENTS</b>      | Opening video + diagnostic processing          | Discussion                    | Diagnostic results                                                 |
| 12 min | <b>IN FLIGHT</b>                    | AI in the Filipino Classroom: The AI Advantage | Recorded lecture + discussion | Learning feature 1                                                 |
| 8 min  | <b>NAVIGATING WITH AI</b>           | The Algorithmic Educator                       | Recorded lecture + discussion | Learning feature 2                                                 |
| 15 min | <b>FLIGHT PATH ACTIVITY 1</b>       | Plot the Engagement Challenge                  | Hands-on lab                  | Activity 1 worksheet; draft map                                    |
| 5 min  | <b>ASK THE FLIGHT CREW</b>          | Focused Q&A                                    | Facilitated Q&A               | Question board                                                     |
| 5 min  | <b>SHORT LAYOVER</b>                | Break                                          | Break                         | Timer                                                              |
| 8 min  | <b>SEATMATE EXCHANGE</b>            | Pair exchange + two cabin shares               | Hands-on (peer)               | Revised Activity 1 draft                                           |
| 12 min | <b>CRUISING WITH AI + XEPTO LMS</b> | Practical AI-supported engagement workflows    | Recorded lecture + demo       | Learning feature 3; live workflow                                  |
| 20 min | <b>FLIGHT PATH ACTIVITY 2</b>       | Design the AI + Xepto LMS Experience           | Hands-on lab                  | Activity 2 worksheet; AI output; draft plan                        |
| 10 min | <b>FINAL APPROACH</b>               | Responsible AI in Philippine Classrooms        | Recorded lecture + discussion | Learning feature 4                                                 |
| 5 min  | <b>FLIGHT PATH ACTIVITY 3</b>       | Complete the AI Engagement Flight Plan         | Hands-on (post-session)       | Activity 3 worksheet; model; rubric                                |
| 3 min  | <b>LANDING</b>                      | Submission briefing and next steps             | Briefing                      | Summative quiz + performance-based task submitted to Xepto Academy |