



Republic of the Philippines  
Department of Education  
Region V- Bicol

SCHOOLS DIVISION OFFICE OF LIGAO CITY



Office of the Schools Division Superintendent

February 5, 2026

20526090

**DIVISION MEMORANDUM**

No. 0057, s. 2026

**DIVISION TRAINING-WORKSHOP ON THE DEVELOPMENT OF  
LESSON GUIDES FOR STORYBOOKS FOR KEY STAGE 1 LEARNERS**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors, (CID & SGOD)  
Public Schools District Supervisors  
Division ALS Focal Person  
Selected Public Elementary and Secondary School Heads  
All Others Concerned

1. To provide Key Stage 1 learners with structured, engaging, and age-appropriate instructional materials that support literacy and holistic learning, this Office, through the Curriculum Implementation Division-Learning Resources Management Section (CID-LRMS), shall conduct a **3-day Live-in Division Training-Workshop on the Development of Lesson Guides for Storybooks for Key Stage 1 Learners** on February 11-13, 2026 at Bernese Hotel Resort, Paulog, Ligao City.
2. These are the objectives of this activity:
  - a. identify and select appropriate storybooks that align with the learning competencies for Key Stage 1 learners;
  - b. develop lesson guides that include objectives, vocabulary, discussion questions, and activities based on the selected storybooks; and,
  - c. ensure the quality and completeness of the lesson guides through thorough review, enhancement, and finalization for classroom implementation
3. A total of forty (40) participants are expected to attend the training-workshop, consisting of key teacher-writers, illustrators, Quality Assurance Team, Program Management and Training Team, and Technical Working Group as enclosed in this memorandum.
4. Teacher-participants are requested to bring their laptops, extension wire, and sample of storybooks from their respective schools.
5. In consideration to the availability of the venue, the scheduled dates are final. Thus, to ensure learning continuity, all teacher-participants are required to prepare a 3-day learning plan to be submitted to their respective School Heads, who shall then arrange a schedule for substitute teachers or other subject teachers to handle the affected classes.



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6. The training matrix is also enclosed in this memorandum.
7. All participants are requested to complete the pre-registration via Google Form through this link: <https://bit.ly/reg-lesson-guides> until Friday, February 6, 2026, 5:00 PM. The link shall automatically close after the set deadline.
8. Expenses for the materials, meals, venue, and accommodation of participants shall be charged to the Savings from TIMs/Textbooks Current Fund under Sub-ARO No. RO-5-25-00953, while transportation expenses shall be charged to school MOOE/local funds, both subject to the existing accounting and auditing rules and regulations.
9. For information and guidance of all concerned.

  
**NYMPHA D. GUEMO**  
Schools Division Superintendent



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Enclosure No. 01 of Div. Memorandum No. \_\_\_\_\_, s. 2026

**DIVISION TRAINING-WORKSHOP ON THE DEVELOPMENT OF  
LESSON GUIDES FOR STORYBOOKS FOR KEY STAGE 1 LEARNERS**

**LIST OF PARTICIPANTS**

| <b>Top Management Committee</b> |                                           |
|---------------------------------|-------------------------------------------|
| Nympha D. Guemo                 | Schools Division Superintendent           |
| Melchizedek C. Tongco           | Assistant Schools Division Superintendent |
| Tita V. Agir                    | Chief Education Supervisor, CID           |
| Ernie M. Baranquel              | Chief Education Supervisor, SGOD          |

| <b>Program Management and Training Team</b> |                                           |
|---------------------------------------------|-------------------------------------------|
| Rommel Carl R. Peralta                      | Education Program Supervisor, LRMS        |
| Leopoldo C. Brizuela, Jr.                   | Education Program Supervisor, Filipino    |
| Leo S. Moral                                | Education Program Supervisor, SNED/Kinder |
| Maria Grecia M. Renolayan                   | Education Program Supervisor, English     |
| Joan B. Quipid                              | Public Schools District Supervisor        |

| <b>Quality Assurance Team</b> |                                                              |
|-------------------------------|--------------------------------------------------------------|
| Jocelyn P. Navera             | Education Program Supervisor, Science (DRRM)                 |
| Jojim B. Cordova              | Education Program Supervisor, Math (DRRM)                    |
| Jovito P. Oriola              | Education Program Supervisor, EsP (GAD)                      |
| Amable O. Poja, Jr.           | Education Program Supervisor, MAPEH (GAD)                    |
| Ronald B. Lucena              | Education Program Supervisor, EPP/TLE (Lay-out/Illustration) |
| Jose R. Nobela                | Education Program Supervisor, AP (Social Content)            |

| <b>Technical Working Group</b> |                                |
|--------------------------------|--------------------------------|
| Grace G. Saret                 | Librarian II                   |
| Geraldine R. Carillo           | Project Development Officer II |
| Klien P. Odiem                 | Administrative Assistant II    |
| Health & Nutrition Unit        | Nurse II                       |

| <b>Name of Participants</b> | <b>Name of School</b> |
|-----------------------------|-----------------------|
| <b>Writers</b>              |                       |
| Mishell C. Cantal           | Bagacay ES            |
| Janice M. Posillo           | Malama ES             |
| Jessa Q. Morada             | Bacong ES             |
| Jenny Rose Delos Santos     | San Vicente ES        |
| Gracita Adra                | Mahaba ES             |
| Sheila Mae Dolom            | Maonon ES             |
| Marinel Nuñez               | LNHS                  |
| Rowena Reondanga            | Tiongson ES           |
| Shirlene R. Austero         | Tastas ES             |
| Cristine R. De Luna         | Catburawan ES         |
| Emelyn M. Colle             | Balanac ES            |
| Ruby Imperial               | Abella ES             |
| Kristine T. Orolfo          | LWCES (P)             |

| <b>Name of Participants</b> | <b>Name of School</b> |
|-----------------------------|-----------------------|
| Judith Torres               | LWCES (P)             |
| Sofia B. Rivera             | Tobgon ES             |
| <b>Illustrators</b>         |                       |
| Jed T. Adra                 | Allang ES             |
| Kimpee M. Payonga           | Abella CLC            |
| Jeric C. Diño               | Paulba NHS            |
| Lourdes N. Perillo          | Paulog ES             |
| John Leonard P. Cuizon      | BRSHS                 |
| Melchor C. Encinares        | Basag ES              |
| Mary Rose C. Pinoy          | Tiongson ES           |
| Richard De Chavez           | DPPMHS                |
| Al Xavier L. Galicia        | LNHS                  |



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Enclosure No. 02 of Div. Memorandum No. \_\_\_\_\_, s. 2026

**DIVISION TRAINING-WORKSHOP ON THE DEVELOPMENT OF  
LESSON GUIDES FOR STORYBOOKS FOR KEY STAGE 1 LEARNERS**

**TRAINING MATRIX**

| Date/Time                       | Activity                                                                                                                                                                                         | Person/s Responsible                |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Day 1: February 11, 2026</b> |                                                                                                                                                                                                  |                                     |
| 8:00-8:30                       | Arrival/Registration                                                                                                                                                                             | TWG                                 |
| 8:31-9:00                       | Preliminaries                                                                                                                                                                                    | TWG                                 |
| 9:01-10:30                      | Overview, Training Matrix and Setting of Expectations                                                                                                                                            | Rommel Carl R. Peralta<br>EPS, LRMS |
| 10:31-10:45                     | Health Break                                                                                                                                                                                     |                                     |
| 10:46 – 12:00                   | Session 1: Selecting Developmentally Appropriate Storybooks for Key Stage 1 Learners<br><br>• Criteria for choosing storybooks for Grades 1–3<br>• Aligning stories with curriculum competencies | Resource Person                     |
| 12:01-1:00                      | Lunch Break                                                                                                                                                                                      |                                     |
| 1:01-3:00                       | Session 2: Integrating Learning Competencies into Story-Based Lessons<br>• Mapping story content<br>• Creating learning objectives from story themes                                             | Resource Person                     |
| 3:01-3:15                       | Health Break                                                                                                                                                                                     |                                     |
| 3:16-4:45                       | Session 3: Designing Engaging Lesson Guides                                                                                                                                                      | Resource Person                     |
| 4:46-5:00                       | Debriefing                                                                                                                                                                                       | TWG/LR Personnel                    |



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**TRAINING MATRIX**

| Date/Time                       | Activity                                                                                                            | Person/s Responsible                |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| <b>Day 2: February 12, 2026</b> |                                                                                                                     |                                     |
| 8:00-8:15                       | MOL                                                                                                                 | Storywriters Group                  |
| 8:15-8:30                       | Mechanics of the Workshop                                                                                           | Rommel Carl R. Peralta<br>EPS, LRMS |
| 8:30-4:30                       | Workshop with Output<br>Presentation                                                                                | Participants                        |
| 4:31-5:00                       | Debriefing                                                                                                          | TWG/LR Personnel                    |
| <b>Day 3: February 13, 2026</b> |                                                                                                                     |                                     |
| 8:00-8:15                       | MOL                                                                                                                 | Illustrators Group                  |
| 8:16-12:00                      | Presentation of Outputs to<br>the QA Team                                                                           |                                     |
| 12:01-1:00                      | Lunch Break                                                                                                         |                                     |
| 1:01-4:00                       | Deliberation and Feedback<br>Giving                                                                                 |                                     |
| 4:01-4:30                       | Closing Program<br>-Preliminaries<br>-Message<br>-Distribution of Certificate<br>of Participation and<br>Appearance |                                     |
| 4:31-5:00                       | Debriefing/Restoration                                                                                              | TWG/LR Personnel                    |