



Republic of the Philippines
Department of Education
REGION VII – CENTRAL VISAYAS
Division of City Schools – Tagbilaran City

Office of the Schools Division Superintendent

November 19, 2024

DIVISION MEMORANDUM

No. 816, s.2024

Capacity-Building on Book Illustration and Lay-Outing

To: Chief Education Supervisor – CID
Public Elementary and Secondary School Heads
Education Program Supervisors
Project Development Officer II – LRMS
Division Librarian
All Others Concerned

1. This office through the Curriculum Implementation Division – Learning Resource Management Section (CID-LRMS) will conduct a Training Workshop on Book Illustration and Lay-outing Multimedia on the following dates , **November 22 and 23** and **December 6 and 7, 2024** within Tagbilaran City, exact venue to be announced.
2. This activity aims to:
 - a. *capacitate development team on book illustrations and lay-outing*
 - b. *provide the development team the guidance on the content, instructional design and technical specifications in the development/ production of multimedia learning resources;*
 - c. *develop and interactive learning resources and engaging multimedia learning resources*
3. The participants are required to bring laptop, extension cord, pocket wifi and reference materials (ex. Textbooks, SLMs). Participant for this workshop are advised to bring their own illustration materials (ex. drawing tablet, coloring book, pencil and crayon etc.)
4. Expenses for accommodation, meals and snacks of participants shall be charged against Flexible Learning Option (FLO) – for Learning Resource Management System Funds subject to the usual accounting and auditing rules and regulations.
5. Teacher participants are entitled to a one -day service credit under DepEd Order No. 11, s. 2011 and DepEd Order No. 53, s.2003. Likewise, the non-teaching personnel shall be allowed to avail of the Compensatory Time Off (CTO) per CSC Joint Circular No. 2, s. 2004.
6. Attached is the list of the participants and the Training Management Team.
7. For queries and concerns please contact the Curriculum and Implementation Division (CID) and look for Dr. Neolita S. Sarabia – EPSvr- LRMS.
8. Immediate and wide dissemination of this Memorandum is highly directed.

WILFREDA D. BONGALOS, PhD, CESO V
Schools Division Superintendent



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LIST OF PARTICIPANTS

Participants – ICT Groups

Topic – Illustration and Lay-outing

No.	NAME	SCHOOL
1	Janette P. Jaluag	Bool Elem. School
2	Janet R. Missiona	Booy Elem. Schook
3	Oliver G. Arcillas	Booy South Elem. School
4	Christine B. Gallo	Cabawan Elem. School
5	Ma. Fe P. Bondalo	City East Elem. School
6	Sarah Jane T. Cacho	Cogon Elem. School
7	Ma. Eden L. Racho	Cogon Elem. School
8	Maria Vivina M. Pastolero	Dampas Elem. School
9	Alice A. Tabuno	Dao Elem. School
10	Glenda E. Caberte	Eastern Cogon Elem. School
11	Ethyl B. Escabarte	Manga Elem. School
12	Marielle S. Allosada	Mansasa Elem. School
13	Linie S. Saludo	San Isidro Elem. School
14	Lynlee Mario M. Go	Tagbilaran City Central Elem. Sch.
15	Virgilio B. Tupos Jr.	Tagbilaran City Central Elem. Sch
16	Rodilyn A. Sab	Taloto Elem. School
17	Nimpha A. Orot	Tiptip Elem. School
18	Concepcion C. Simpao	Ubujan Elem. School
19	Floredil Pelin	DCPNHS- JHS
20	Leah Marie Gamayot	DCPNHS- JHS
21	Eva F. Budiongan	DCPNHS- SHS
22	Renoir Apalisok	Cogon National High School
23	Christine Tiara Zamora	Manga National High School
24	Bill Chester Lelis	Manga National High School
25	Sheila Marie Racho	Mansasa National High School
26	Lorna B. Lumayag	San Isidro National High School
27	Jose Arnel Rosal	Tagbilaran City Science High Sch.
28	Marjorie Arances	City of Tagbilaran High School
29	Tomas Maquiling	Taloto National High School
30	Charith C. Acero	TCHS-HI
31.	Brian Rosal	DCPNHS – SHS
32	Kurt Karl Guiñes	San Isidro NHS
33	Jenelou John F. Israel	Principal – Manga NHS
34	Albert Torres	DCPNHS -SHS
35	Waustin Joy Bitol	DCPNHS- SHS
36	Mary Ann D. Lomio	Cogon Elem School
37	Richelle Belocura	San Isidro ES
38	James Membreve	City East
39	Jarom Ciño	Tagbilaran City Science H.S
40	Carlyl Sonlit	DCPNHS - JHS
41	Lovely Grace Abapo	Booy South ES
42	James Membreve	City East E/S
43	Annalou Eusena	Tiptip Elementary School
44	Imelda Glovasa	Tagbilaran City Central
45	Earl Jose Diola	Dampas ES
46	Melanie Michelle Mortejo	Ubujan ES

No.	NAME	SCHOOL
47	Eden Bermoy	Dao ES
48	Julius Quilario	Manga NHS
49	Alisa Goloso	DCPNHS -SHS
50	Mylene Jala	TCCES

LIST OF PARTICIPANTS

Training and Management Team

No.	NAME	Position/ Office
1	Dr. Janet T. Butalid	OIC- Chief CID
2	Dr. Neolita S. Sarabia	EPSvr -LRMS – Division Office
3	Dr. Aimee T. Amistoso	EPSvr – English – Division Office
4	Dr. Beatriz Incog	EPSvrs -Filipino- Division Office
5	Dr. Elisa B. Geagonia	EPSvr – Math – Division Office
6	Dr. Nenita J. Incog	EPSvr – Araling Panlipunan
7	Dr. Cherry Michelle Colleyer	EPSvr – Science – Division Office
8	Dr. Juanita C. Lafuente	EPSvr- Kindergarten – Division Office
9	Mr. Joseph C. Barrete	EPSvr- TLE/TVL – Division Office
10	Mr. Alberto A. Lacang	EPSvr – MAPEH – Division Office
11	Mr. Simon T. Rios	PDO II – LRMS – Division Office
12	Ms. Emily L. Acabo	Division Librarian
13	Dr. Filomena C. Tanggaan	SEPS – HRDD - SGOD
14	Dr. Esther L. Cagas	SEPS – M an E - SGOD
15	Mr. Jose Mariñas III	Division ITO
16	Arnelie Jean Matuod	Secretary -CID
17	Mr. Felix Mago Miguel	Trainer