



Republic of the Philippines  
**Department of Education**  
Region IV-A (CALABARZON)  
**Division of Cavite**  
Trece Martires City, Cavite



April 24, 2017

**DIVISION MEMORANDUM**

No. 092, s. 2017

TO: Assistant Schools Division Superintendents  
Division/District Education Supervisors  
Public Elementary School Administrators  
Public Secondary School Administrators  
EPP/TVL Teachers

**SEASON LONG TRAINING FOR AGRICULTURE TEACHERS**

1. In line with the goals of EPP and TVL in enhancing skills to agriculture teachers and food security program, in pursuant to DepEd Memorandum No. 233, s. 2016 entitled Strengthening the implementation of the Gulayan sa Paaralan Program in Public Elementary and Secondary School Nationwide, the DepEd – Cavite through the Department of Agriculture Region IV-A CARES, International Institute of Rural Reconstruction (IIRR) and the Office of Provincial Agriculture (OPA) shall conduct Season Long Training for Agriculture Teachers on **May 16-19 & 22-26, 2017** at Bulwagang Tanglaw, Division Office, Trece Martires City.
2. The objectives of this training are the following:
  - a) To strengthen the knowledge and skills of agriculture teachers in bio-intensive gardening and bio-aero gardening approaches;
  - b) To mainstream the bio-intensive and bio-aero gardening approach as one way of addressing issues of school gardens within DepEd Cavite,
  - c) To achieve the results that gardens can serve as repositories for the conservation and reintroduction of native/local varieties of legumes, green leafy vegetables, root and tuber crops, and other that are nutritionally rich indigenous vegetables,
  - d) To foster teacher – to – teacher exchange of experiences and foster horizontal exchange of good practices,
  - e) To maximize the use of gardens as a learning venue of the division for expanding the use of gardens for learning beyond the nutrition objectives,
  - f) To serve as a tool for basic environmental education, climate-smart agricultural practices and waste management.
3. The season long training aims to provide the participants with basic and updated information on:
  - Development of BIG and BAG standards
  - Climate smart gardening practices for sustaining gardens
  - Crop planning
  - Sustainability and Functionality of gardens
  - Establishment of Mother Crop Museum in DepEd Cavite



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- Recipe development with emphasis on incorporating indigenous vegetables in the school canteen recipes
- Action research in gardening technology
- Use of garden produce and marketing technique

4. The participants to this season long training are the selected elementary, Junior High School and Senior High School agriculture teachers, elementary/secondary school heads, selected SGOD health personnel in the Division of Cavite. (See attached Enclosure 1 for Division Memo. No. \_\_, s. 2017)



5. There will be **NO REGISTRATION FEE**, however all participants are expected to bring their own planting materials, tools and equipment.

6. Participants are expected to bring their provisions for snacks while foods for lunch will be provided to the participants during the training and this will be charged against Division MOOE Fund subject to usual accounting and auditing rules and regulations.

7. A corresponding service credit shall be given to teachers who will successfully finish the said season long training as per DepEd Order No. 53, s. 2003.

8. Enclosed are the lists of participant's lists of management staffs with corresponding committee, training matrix of the seminar.

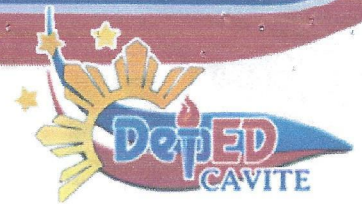
7. Immediate and widest dissemination of this Memorandum is earnestly desired.

  
**ELPIDIA B. BERGADO, Ed.D.**  
Chief, Curriculum Implementation Division  
**CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent 





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Enclosure No. 1 to the Division Memorandum No. \_\_\_\_\_, s. 2017

**LIST OF PARTICIPANTS**

Elementary (34)		JHS/SHS (20)	
Name	School	Name	School
1.Allan Manibo	Lapidario E/S	1.Joemil Florendo	Naic NHS
2.Rowena U. Alcedo	Upli E/S	2.Servando Romanes	ETTMNHS
3.Nicanor Garcia	Bagbag E/S	3.Marilou Bumacas	Luis Aguado NHS
4. Julia Rivera	San Gab. II E/S	4.Edwina Matreo	LNHS-Indang Annex SHS
5. Aurelio A. Mesa	Naic E/S	5.Babylyn Gener	Lumampong NHS
6.Romeo dela Cruz	San Roque E/S	7.Charisse H. Reyes	Bulihan NHS
7.Noel Ramay	Noveleta E/S	8.Jhayzel Carpena	Munting Ilog NHS-Main
8.Ferdinand Iglesias	Pacifico Aquino E/S	9. Jaypee Limon	Bagbag NHS
9.Virginia Loyola	Malabag E/S	10.Merlinda Torres	Trece Martires CNHS
10.Grace O. Anico	Maragondon E/S	11.Josie del Rosario	Alfonso NHS
11.Sylvestre D. Alano	Ternate E/S	12.Wilfredo Samonte	Bucal NHS
12.Rey Mirabuenas	Maguyam E/S	13.Rolando Omipon	Constancio Aure NHS
13.Allan Garces	San Miguel E/S	14.Ramil Moreno	San Jose Com. HS
14.Carolino Ersando	Indang Central Sch.	15.Enrico Javier	Gov. Ferrer MNHS
15.Reynaldo Quijano	Julugan E/S	16.Noel G. De Jesus	Santiago NHS
16.Gerardo Dumaop	F. Calderon E/S	17.Alejandro Espineli	Amadeo NHS
17.Grace Angcaya	Maitim E/S	18.Ma. Linda L. Dinlasan	E. Aguinaldo NHS (Bailen)
18.Liza dela Pena	Amadeo E/S	19.Joelyn Digo	Ternate NHS
19.Rolando Claudio	Macario MES	20.Teodora Mendoza	Rosario NHS
20.Merly Panganiban	Carmona E/S		
21.Rayster Jhon Romero	Isidro Cuadra E/S		
22. Lito Pagcalingan	Magallanes E/S		
23.Eliseo Anacay	Carlos Batino E/S		
24.Jhofel Horca	Southville E/S		
25.Salvador Billiones	F. Joya E/S		
26.Eric Villanueva	Trece Martires City E/S		
27.Claudio Baybay	Mariano Anakay E/S		
28.Zenaida R. Roque	Medina E/S		
29.Noeme Quintino	Putol Sta Isabel E/S		
30.Roderick Sidamon	Panungyan E/S		
31. Wilma V. Ersando	Alulod E/S		
32. Louie S. Gamit	Bulihan Sites & Services E/S		
33. Vivian Ambat	Pulong Bunga E/S		
34. Rosemin B. Laysa	Kalubkob E/S		



(046) 419-1286



depd.cavite@depd.gov.ph



www.facebook.com/DivisionOfCaviteProvince

Capitol Compound, Brgy. Luciano, Trece Martires City Cavite



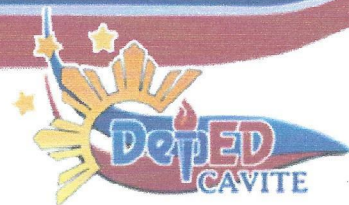
Text Hotline: 74442848



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Enclosure No. 2 to the Division Memorandum No. \_\_\_\_\_, s. 2017

**EXECUTIVE COMMITTEE**

**CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent

**ELIAS A. ALICAYA JR.**  
OIC, Asst. Schools Division Superintendent

**ELPIDIA B. BERGADO**  
Chief, Curriculum Implementation Division

**ROMEO E. ENDRACA, Ed. D.**  
EPS, TLE/TVL

**WORKING COMMITTEE**

**Planning**

Chairperson: Romeo E. Endraca, Ed.D.  
Co-chairperson: Dr. Angelita Orenciano  
Members: Jeric M. Javier  
Reagan Royce D. Luclucan

**Registration and Finance**

Chairperson: Mary Lovely Joy R. Perea  
Co-chairperson: Clorinda Garma  
Members: Mary Jane E. Ramirez  
Hannah L. Ayos  
Maria Belen Costa  
Ma. Vidagracia U. Reyes

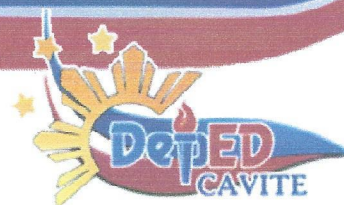
**Documentation**

Chairperson: Mary Glenda E. Santiago  
Co-chairperson: Anna Marie A. Magsombol  
Member: Francis T. Guimpatan  
Alyanna Marie D. Marquez  
Kristel A. Angat  
Jhosa Krista B. Buendia





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**Certificates and Awards**

Chairperson: Dolores R. Saavedra  
Co-chairperson: Renee Jane I. Rustia  
Members: Rhodora M. Matel  
            Ellaine Herrera  
            Ronilyn P. Salazar  
            Maria Fe L. Ayos

**Program and Invitation**

Chairperson: Ma. Theresa D. Reyes  
Co-Chairperson: Grace A. Ambat  
Members: Rose Anne S. Tolentino  
            Aimee Eugene M. Aure

**Accommodation and Training Support**

Chairperson: Elizabeth O. Parico  
Co-Chairperson: Alvin T. Cayetano  
Members: Haiziel Olegario  
            Pearly Mae R. Penales  
            Jennifer Ersando  
            Maria Remedios C. Dela Cruz  
            Maurine Dela Cerna  
            Reymund Samonte



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Enclosure No. 3 to the Division Memorandum No. \_\_\_\_\_, s. 2017

**LIST OF TRAINERS:**

Name of Trainer/s	Relevant Qualification	Topic Assignment
Irish Baguilat	Program Development Officer - IIRR	Development of BIG and BAG standards  Use of garden produce and marketing technique
Felix Joselito Noceda	Senior Science Research Specialist - D.A. CARES	Climate smart gardening practices for sustaining gardens  Sustainability and Functionality of Gardens
Domingo Austria	Tanza Municipal Agriculturist	Crop planning
Dr. Romeo E. Endraca	EPS - 1	Establishment of Mother Crop Museum in DepEd Cavite
Dr. Angelita Orenciano	Health and Nutrition Officer SGOD	Recipe development with emphasis on incorporating indigenous vegetables in the school canteen recipes.
SGOD Personnel	C/O SGOD	Action research in gardening technology





## TRAINING PROGRAM PROPOSAL

### I TITLE OF THE TRAINING:

#### SEASON LONG TRAINING FOR AGRICULTURE TEACHERS

### II. TARGET AND NUMBER OF PARTICIPANTS:

#### A. Target Participants:

The target participants for this Season Long Training are the Selected EPP/JHS/SHS Agriculture Teachers with possess qualification such as:

1. Teaching agriculture classes
2. Good moral character
3. Must have a sustained gulayan sa paaralan and crop museum in the school.
4. Must be willing to help to sustain the Division Gulayan.
5. Must physically and mentally fit

#### B. Number of Participant: 54 participants + 32 Div. Nurses

#### Participants

Elementary (34)		JHS/SHS (20)	
Name	School	Name	School
1. Allan Manibo	Lapidario E/S	1. Joemil Florendo	Naic NHS
2. Rowena U. Alcedo	Upli E/S	2. Servando Romanes	ETTMNHS
3. Nicanor Garcia	Bagbag E/S	3. Marilou Bumacas	Luis Aguado NHS
4. Julia Rivera	San Gab. II E/S	4. Edwina Matreo	LNHS-Indang Annex SHS
5. Aurelio A. Mesa	Naic E/S	5. Babylyn Gener	Lumampong NHS
6. Romeo P. Dela Cruz	San Roque E/S	7. Charisse H. Reyes	Bulihan NHS
7. Noel Ramay	Noveleta E/S	8. Jhayzel Carpena	Munting Ilog NHS-Main
8. Ferdinand Iglesias	Pacifico Aquino E/S	9. Jaypee Limon	Bagbag NHS
9. Virginia Loyola	Malabag E/S	10. Merlinda Torres	Trece Martires CNHS
10. Grace Q. Anico	Maragondon E/S	11. Josie del Rosario	Alfonso NHS
11. Sylvestre D. Alano Jr.	Ternate E/S	12. Wilfredo	Bucal NHS
12. Rey L. Mirabuenos	Maguyam E/S	13. Rolando Omipon	Constancio Aure NHS
13. Allan Garces	San Miguel E/S	14. Ramil P. Moreno	San Jose Com. HS
14. Carolino Ersando	Indang Central Sch.	15. Enrico Javier	Gov. Ferrer MNHS
15. Reynaldo Oceano	Julugan E/S	16. Noel G. De Jesus	Santiago NHS
16. Gerardo Dumaop	F. Calderon E/S	17. Alejandro Espineli	Amadeo NHS
17. Grace Angcaya	Maitim E/S	18. Ma. Linda L. Dintasan	E. Aguinaldo NHS (Bailen)
18. Liza dela Pena	Amadeo E/S	19. Joelyn Digo	Ternate NHS
19. Rolando Claudio	Mariano CAMES	20. Teodora Mendoza	Rosario NHS
20. Merly Panganiban	Carmona E/S		

04/08/17  
9:03

21. Rayster Jhon Romero	Isidro Cuadra E/S		
22. Lito S. Pagcalingan	Magallanes E/S		
23. Eliseo Anacay	Carlos Batino E/S		
24. Jhofel Horca	Southville E/S		
25. Salvador Billiones	F. Joya E/S		
26. Eric Villanueva	Trece Martires City E/S		
27. Claudio Baybay	Mariano Anakay E/S		
28. Zenaida R. Roque	Medina E/S		
29. Noema Quintino	Putol Sta		
30. Roderick Sidamon	Panungyan E/S		
31. Wilma V. Ersando	Alulod E/S		
32. Louie S. Gamit	Bulihan Sites & Services E/S		
33. Vivian Ambat	Pulong Bunga E/S		
34. Rosemin B. Laysa	Kalubkob E/S		

### III. PROPOSED DATE AND VENUE:

Every Monday to Friday

Schedule Date:

Month	Date
May	2 - 5 , 8 - 12 , 2017

**VENUE:** Bulwagang Tanglaw, Division Office, Trece Martires City

*Note: "Teacher's time and task should be considered so that no classes will be affected and disrupted" Service Credit will be given to teachers for attending training and compensatory time off for the non teaching during Holiday.*

### IV. FUNDING SOURCE:

- Division MOOE Fund

### V. PROPOSED BUDGET:

PARTICULARS	AMOUNT
Lunch (86 pax x 70.00 x 9 days)	Php. 54,180.00
<b>TOTAL</b>	<b>Php. 54,180.00</b>



## **VI. REGISTRATION FEE:**

- None

## **VII. PROPONENT:**

**Romeo E. Endraca** - EPS I – Edukasyon Pantahanan at Pangkabuhayan (EPP) and Technology and Livelihood Education (TLE)

**Dr. Rainerio U. Reyes** – Medical Officer III

**Dra. Angelita C. Orenciano** - Medical Officer III

**Mr. Jeric M. Javier** – Nurse II

**Mr. Reagan Royce D. Luclucan**– Nurse II

## **VIII. RATIONALE:**

One of the way to revive, restore and eventually sustained gulayan in the division is through agro-ecological gardening approaches such as the Bio-Intensive Gardening (BIG) and Bio- Aero Gardening (BAG), combined with various capacity-building activities for agriculture teachers.

Season long training for agriculture teachers is one of the tasks to achieved these objectives to contribute dietary diversity, offering opportunities to sustained bio-diverse gardens and promotes a diverse range of nutritionally dense indigenous vegetables.

## **IX. OBJECTIVES:**

1. Strengthen the knowledge and skills of agriculture teachers in bio-intensive gardening and bio-aero gardening approaches.
  2. Mainstream the bio-intensive and bio-aero approach as one way of addressing issues of school gardens within DepEd Cavite.
  3. Achieve the results that gardens can serve as repositories for the conservation and reintroduction of native/local varieties of legumes,
-

- green leafy vegetables, root and tuber crops, and other that are nutritionally rich indigenous vegetables.
4. Foster teacher-to-teacher exchange of experiences and foster horizontal exchange of good practices.
  5. Maximize the use of gardens as a learning venue of the division for expanding the use of gardens for learning beyond the nutrition objectives.
  6. Serve as a tool for basic environmental education, climate-smart agricultural practices and waste management.

## **X. TRAINING CONTENT AND METHODOLOGIES:**

### **➤ Contents**

1. Development of BIG and BAG standards
2. Climate smart gardening practices for sustaining gardens
3. Crop planning
4. Sustainability and Functionality of Gardens
5. Establishment of Mother Crop Museum in DepEd Cavite
6. Recipe development with emphasis on incorporating indigenous vegetables in the school canteen recipes.
7. Use of garden produce and marketing technique
8. Action research in gardening technology

### **➤ Methodology**

1. Indoor and Outdoor Lecture
2. Video Presentation
3. Group Discussion
4. Hands On Practicum
5. Demonstration/Application
6. Oral Presentation
7. Field / Cross Visitation

## **XI. EXPECTED OUTPUTS:**

The expected outputs to this Season Long Training are to develop highly competent EPP/JHS/SHS teachers to become effective and competent agriculture teachers in maximizing gardens as a learning venue to explore and develop the use of gardens for learning beyond the nutrition objectives. Aside from this, we can able to develop a sustained BIG and BAG in the Division Office.



**XII. LIST OF MANAGEMENT STAFFS WITH CORRESPONDING COMMITTEE:**

See Executive and Working Committees

**XIII. LIST OF TRAINERS:**

Name of Trainer/s	Relevant Qualification	Topic Assignment
Irish Baguilat	Program Development Officer - IIRR	Development of BIG and BAG standards  Use of garden produce and marketing technique
Felix Joselito Noceda	Senior Science Research Specialist - D.A. CARES	Climate smart gardening practices for sustaining gardens  Sustainability and Functionality of Gardens
Domingo Austria	Tanza Municipal Agriculturist	Crop planning
Dr. Romeo E. Endraca	EPS - 1	Establishment of Mother Crop Museum in DepEd Cavite
Dr. Angelita Orenciano  DA – CARES Personnel	Health and Nutrition Officer SGOD c/o DA -CARES	Recipe development with emphasis on incorporating indigenous vegetables in the school canteen recipes.
Ivan Brian L. Inductivo SEPS – Planning and Research	SGOD	Action research in gardening technology

**XIV. ASSIGNMENT AND TERMS OF REFERENCE:**

***WORKING COMMITTEE***

*Planning:*

*Chairperson: Romeo E. Endraca,Ed.D.*  
*Co-chairperson: Dr. Angelita Orenciano*  
*Members: Jeric M. Javier*  
*Reagan Royce D. Luclucan*

***Responsibilities***

- *Oversee the whole seminar*

### **Registration and Finance**

*Chairperson: Mary Lovely Joy R. Perea*

*Co-chairperson: Clorinda Garma*

*Members: Mary Jane E. Ramirez*

*Hannah L. Ayos*

*Maria Belen Costa*

*Ma. Vidagracia U. Reyes*

### **Responsibilities**

- Prepares the master list of participants
- Prepares the Registration form
- Creates a registration desk for registration before the training proper.
- Check the attendance.

### **Documentation:**

*Chairperson: Mary Glenda E. Santiago*

*Co-chairperson: Anna Marie A. Magsombol*

*Member: Francis T. Guimpatan*

*Alyanna Marie D. Marquez*

*Kristel A. Angat*

*Jhosa Krista B. Buendia*

### **Responsibilities**

- Works with Committee on Session regarding the scheduling and meeting room assignments.
- Works with Committee on Physical Arrangement to ensure that all sessions have the AV needed.
- Ensures that session content is accurately reflected in the training matrix.
- Works within budget.
- Provides write-ups of all the sessions and documents the entire proceedings for submission to the LRMDs and EPS – 1In-charge in EPP/TLE.
- Distributes and collects evaluation sheets to all participants and analyzes/presents the results of the evaluation
- Prepares the synthesis of all papers presented.

### **Certificates and Awards**

*Chairperson: Dolores R. Saavedra*

*Co-chairperson: Renee Jane I. Rustia*

*Members: Rhodora M. Matel*

*Ellaine Herrera*

*Ronalyn P. Salazar*

*Maria Fe L. Ayos*



### **Responsibilities**

- *Designs and prints Certificates for Awardees, Participants and Speakers and Committee Members*
- *Assists the emcee during the awarding ceremony.*

### **Program and Invitation**

*Chairperson: Ma. Theresa D. Reyes*

*Co-Chairperson: Grace A. Ambat*

*Members: Rose Anne S. Tolentino*

*Aimee Eugene M. Aure*

### **Responsibilities:**

- *Prepares the program of activities and invitation to resource persons/speakers.*
- *Distributes program of activities and invitation to speakers, management and committees involved.*
- *Coordinates with the Committee on Session and ensures activities are followed as scheduled.*
- *Monitors the flow of program/activities.*
- *Coordinates with other committees on specific concerns, updates and announcement.*

### **Accommodation and Training support**

*Chairperson: Elizabeth O. Parico*

*Co-Chairperson: Alvin T. Cayetano*

*Members: Haiziel Olegario*

*Pearly Mae R. Penales*

*Jennifer Ersando*

*Maria Remedios C. Dela Cruz*

*Maurine Dela Cerna*

*Reymund Samonte*

- *Prepare the needed tools and equipment during the season long training.*
- *Assign focal persons for collecting planting materials of indigenous vegetables.*
- *Oversee the assignment of every participant during hands –on training.*

## **XV. RESOURCE PACKAGE/S**


D.A. Region IV-(CARES) Modules

Modules – c/o International Institute of Rural Reconstruction (IIRR)

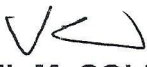
Other Support Materials – to follow

Prepared by:

  
**ROMEO E. ENDRACA, Ed.D.**  
Education Program Supervisor I


  
**DR. ANGELITA ORENCIANO**  
Medical Officer III

Funds Availability:


  
**JOEL M. SOLIS**  
Budget Officer

Noted by:

  
for **LORENA L. ARCA**  
Senior Education Program Specialist – HRD

  
**ELPIDIA B. BERGADO, Ed.D.**  
Chief – Curriculum Implementation Division

Approved by:

  
by: **ELIAS A. ALCALA, JR. Ed.D.**  
OIC-Assistant Schools Division Superintendent  
for **CHERRYLOU D. DE MESA**  
OIC, Schools Division Superintendent