



Republic of the Philippines  
**Department of Education**  
 REGION VII – CENTRAL VISAYAS  
 Schools Division of Negros Oriental

Office of the Schools Division Superintendent

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DIVISION MEMORANDUM

No. 255, s. 2022

**UPDATES ON THE CONDUCT OF CAPACITY BUILDING ON CLASSROOM-BASED ACTION RESEARCH PROPOSAL WRITING FOR DISTRICT RESEARCH COORDINATORS**

To: OIC - Assistant Schools Division Superintendents  
 Chiefs, CID and SGOD  
 Public Schools District Supervisors/District In-Charge/Care Taker  
 Schools Division Research Committee  
 All Others Concerned

1. Relative to Division Memorandum No. 232, S. 2022 titled Addendum/Corrigendum to DM No. 210, S. 2022 titled "Capacity Building On Classroom-Based Action Research Proposal Writing for District Research Coordinators", this office, through the Schools Governance and Operations Division would like to inform the field on the following updates:

a. Change of names/Additional participants

<b>1<sup>st</sup> Congressional District</b>		
<b>District</b>	<b>No. of Personnel</b>	<b>Name of Participant</b>
La Libertad 1	2	Jerrymay D. Garsula Charo M. Gabunilas
Tayasan 2	2	Benelma G. Calijan Hazel B. Malabo


<b>2<sup>nd</sup> Congressional District</b>		
<b>District</b>	<b>No. of Personnel</b>	<b>Name of Participant</b>
Mabinay 3	2	Rosienette A. Miot Joenieferr P. Jamito

<b>3<sup>rd</sup> Congressional District</b>		
<b>District</b>	<b>No. of Personnel</b>	<b>Name of Participant</b>
Sta. Catalina 2	2	Racquel B. Bayon-on Rosalene J. Luyas



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2. Moreover, the concerned School Heads are requested to prepare Authority to Travel of their respective teachers who are involved in this activity.
3. Attached is the Program Matrix for the 3-day training.
4. All other provisions in the previous memorandum remain.
5. For your information and guidance.

  
**SENEN PRISCILLO P. PAULIN, CESO V**  
Schools Division Superintendent  
3/25/22

SPP / JMA-MKP/SCGD/RBE/dph  
03/25/2022





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# Program Matrix

Time	Day 1 March 29	Day 2 March 30	Day 3 March 31
7:00AM-8:00AM	Registration & Breakfast	Breakfast & Attendance	Breakfast & Attendance
8:00AM-9:00AM	Preliminaries <ul style="list-style-type: none"> <li>• Philippine National Anthem</li> <li>• Opening Prayer</li> <li>• Statement of Purpose</li> <li>• Acknowledgement of Participants</li> <li>• Message</li> </ul>	Preliminaries Management of Learning	Preliminaries Management of Learning
9:00AM-9:15AM	AM Snacks		
9:15AM-10:15AM	Action Research Overview  <b>Dr. Joelyza M. Arcilla, CESE</b> ASDS/SDRC Chair	Context and Rationale  <b>Jenith C. Cabajon</b> P1/Division Coordinator BERF 2021 Grantee  Review of Literature  <b>Dr. Rolando A. Pacarro</b> PSDS, Valencia BERF 2018 Grantee	Preparing the Action Research Proposal
10:15AM-11:00AM	Implementation of Action Research  <b>Dae P. Habalo</b> SEPS Planning & Research BERF 2017 Grantee	APA Style and Citation  <b>Dr. Karl T. Credo</b> Planning Officer III	
11:00AM-11:30AM	Generating Topics for Action Research - <b>Dae P. Habalo</b>	Intervention  <b>Dr. Emelyn D. Bolongaita</b> PSDS, Tayasan I BERF 2020 Grantee	
11:30AM-12:00PM		Research Design - <b>Dae P. Habalo</b>	
12:00PM-1:00PM	Lunch		

<b>Time</b>	<b>Day 1 March 29</b>	<b>Day 2 March 30</b>	<b>Day 3 March 31</b>
1:00PM-1:10PM	Energizer		
1:10PM-2:10PM	Formulating & Evaluating Action Research Questions  <b>Dr. Ieny A. Socorro</b> PSDS Mabinay IV BERF 2020 Grantee	Sampling Methods - <b>Dae P. Habalo</b>	Presentation and Critiquing of Outputs  Evaluators: <b>Dr. Joelyza M. Arcilla, CESE, ASDS/SDRC</b> Chair <b>Dr. Marcelo K. Palispis, ASDS/SDRC</b> Adviser <b>Dr. Nilita L. Ragay, ASDS/CID Chief/SDRC</b> Co-Chair <b>Dr. Rachel B. Picardal, SGOD Chief/SDRC</b> Co-Chair <b>Dr. Renante A. Juanillo, EPS/BERF 2019</b> Grantee/SDRC <b>Mrs. Karla P. Antonio, EPS II SocMob &amp; Networking/SDRC</b> <b>Dae P. Habala, SEPS Planning &amp; Research/SDRC</b> Resource Speakers
2:10PM-3:00PM		Data Gathering Methods  <b>Airiz Mae Y. Geonzon</b> TIC Jantianon NHS – SHS SEF 2019 Co-author	
3:00PM-3:15PM	PM Snacks		
3:15PM-4:15PM	Formulating Research Title - <b>Dr. Ieny A. Socorro</b>	Ethical Consideration - <b>Dr. Emelyn D. Bolongaita</b>	Presentation and Critiquing of Outputs
4:15PM-5:00PM	Action Research Proposal Templates - <b>Dae P. Habalo</b> <ul style="list-style-type: none"> <li>• Action Research Proposal Checklist</li> <li>• Gantt Chart</li> <li>• Cost Estimates</li> <li>• Application Form and Endorsement of Immediate Supervisor of the Proponent</li> <li>• Declaration of Anti-Plagiarism</li> <li>• Declaration of Conflict of Interest</li> <li>• Research Proponent Profile</li> </ul>	Quantitative Data Analysis (Statistical Tools)  <b>Catherine A. Credo</b> TIC Dauin NHS – SHS BERF 2018 Grantee  Plans for Dissemination and Utilization - <b>Dae P. Habalo</b>	Closing Program
HOST	<b>Glenda G. Cadelina</b> Principal I, Manlingay ES	<b>Reynald C. Dote</b> Teacher II, Bolocboloc ES	<b>Reynald C. Dote</b> Teacher II, Bolocboloc ES