



Republic of the Philippines  
**Department of Education**  
**NEGROS ISLAND REGION**

REGIONAL MEMORANDUM

No. 201 s. 2026

FEB 24 2026

**PARTICIPATION IN THE CONSULTATIVE WORKSHOP ON THE  
PROPOSED THREE-TERM SCHOOL CALENDAR**

To: Schools Division Superintendents of Bacolod City, Dumaguete City, Negros Occidental, Negros Oriental, Siquijor and Victorias City  
All Others Concerned

1. Attached is DepEd Memorandum No. DM-LS-2026-077 titled Participation in the Consultative Workshop on the Proposed Three-Term School Calendar to be held on February 27, 2026 at Cainta Senior High School, Sitio Victoria Ave., Barangay San Juan, Cainta, Rizal.

2. The following are the participants in the activity:

No.	Name	Position	SDO
1	Julius D. Joniega	School Head	Bacolod City
2	Romina De Guzman	Master Teacher	Dumaguete City
3	Margie E. Sta. Ana	School Head	Negros Occidental
4	Leah Q. Nuique	Master Teacher	Negros Oriental
5	Eden D. Bation	School Head	Siquijor
6	Arnold J. Paclibar	Master Teacher	Victorias City

3. The school heads of the participating Master Teachers are directed to ensure the appropriate teaching load adjustments for the duration of the activity. Substitute teachers or alternative class coverage arrangements shall be designated to ensure that instructional time is not compromised, subject to existing DepEd policies, rules, and regulations.

4. Travel and other incidental expenses shall be charged against local funds, while the provision of meals to the Local Funds of SDO Rizal, subject to the usual government accounting and auditing rules and regulations.

5. Immediate dissemination of and compliance with this Memorandum are desired.

  
**RAMIR B. UYTICO EdD, CESO III**  
Regional Director

Encl.: As stated

Reference: As stated

To be indicated in the Perpetual Index  
under the following subjects:

BASIC EDUCATION                      CALENDAR, SCHOOL                      WORKSHOPS  
MVF/GCH/ CLMD-RM- Participation in the Consultative Workshop on the Proposed Three-Term school calendar  
February 23, 2026



Address: Batinguel, Dumaguete City, 6200

Telephone Nos:

Email Address: nir@deped.gov.ph

Website: <https://depednir.net>



Republic of the Philippines  
**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

**MEMORANDUM**  
**DM-LS-2026-011**

**TO** : **ALL REGIONAL DIRECTORS**

**FROM** : *Carmela C. Oracion*  
**CARMELA C. ORACION**  
Assistant Secretary  
Officer-in-Charge  
Office of the Undersecretary for Learning Systems

**SUBJECT** : **PARTICIPATION IN THE CONSULTATIVE WORKSHOP ON THE PROPOSED THREE-TERM SCHOOL CALENDAR**

**DATE** : February 19, 2026

In line with the ongoing national consultations and technical deliberations toward the finalization of policy guidelines on the proposed Three-Term School Calendar in basic education, the Office of the Undersecretary for Learning Systems (OULS), through the Bureau of Learning Delivery (BLD), shall conduct a **Consultative Workshop on the Proposed Three-Term School Calendar** on **February 27, 2026, 8:00 a.m. to 5:00 p.m.**, at Cainta Senior High School, Sitio Victoria Ave., Barangay San Juan, Cainta Rizal.

This activity is a critical component of the Department's consultative process to ensure that the proposed Three-Term School Calendar framework is operationally feasible, instructionally sound, and responsive to diverse school contexts nationwide.

Specifically, the workshop aims to:

- a) consolidate field-based insights on the operational implications of implementing a Three-Term School Calendar;
- b) develop contextualized school calendar models across varying school contexts;
- c) identify key considerations on instructional time allocation, assessment cycles, teacher workload distribution, and learner support mechanisms; and
- d) generate evidence-informed recommendations to support the finalization of implementing guidelines.

In this regard, all Regional Offices (ROs) are hereby requested to designate and send **six (6) participants per region**, composed of School Heads and Master Teachers representing the listed school categories, as indicated in the table below:



Republic of the Philippines

# Department of Education

## OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

School Category	School Heads	Master Teachers	Total per Category
<b>Big School</b> (with 2,000 learners and above)	1	1	<b>2</b>
<b>Medium School</b> (with 1,000 – 1,999 learners)	1	1	<b>2</b>
<b>Small School</b> (with below 1,000 learners; may include Last Mile School)	1	1	<b>2</b>
<b>Total No. of Pax per Region</b>			<b>6</b>

Expected participants must be directly involved in school-level planning and operations, particularly in instructional scheduling, academic program implementation, and related administrative processes.

All Regional Directors (RDs) are requested to submit, through their respective Curriculum and Learning Management Divisions (CLMDs), the **official list of participants by uploading a duly signed PDF copy** to the designated Google Drive folder **on or before February 24, 2026**, using the attached submission template (Annex A). **Only one (1) consolidated submission per region shall be accepted.**

The designated Google Drive folder may be accessed through the link: <https://tinyurl.com/3TermWorkshop> or by scanning the QR Code provided.



Participants are requested to bring their respective laptops and relevant school-level data or reference documents (e.g., current school calendar, class program, enrollment data, teacher loading matrix, or other scheduling references) that may be necessary during breakout sessions and technical workshops.

Travel dates of the participants may vary depending on their point of origin. Advance travel arrangements may be undertaken, as necessary, to ensure timely participation in the activity.

Travel and other incidental expenses shall be charged against local funds, while the provision of meals shall be charged against Local Funds of SDO Rizal, subject to the usual government accounting and auditing rules and regulations.

For inquiries or clarifications, contact the **Bureau of Learning Delivery**, 4th floor, Bonifacio Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [bld.od@deped.gov.ph](mailto:bld.od@deped.gov.ph) or at telephone numbers (02) 8636-6540, (02) 8637-4347, and (02) 8633-9347.

For dissemination and strict compliance.

Copy furnished:

**MALCOLM S. GARMA**  
Undersecretary for Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)





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**Department of Education**  
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

Annex A to DM-LS-2026-\_\_\_\_\_

**OFFICIAL LIST OF PARTICIPANTS FOR THE CONSULTATIVE WORKSHOP  
ON THE PROPOSED THREE-TERM SCHOOL CALENDAR**

REGION: \_\_\_\_\_

No.	Name of Participant (First Name, M.I, Last Name)	Plantilla Position (School Head/Master Teacher)	School Name and School ID	Total School Enrollment	School Category (Big/Medium/Small)	Contact Number	Official Email Address
1							
2							
3							
4							
5							
6							

Prepared By:

Recommending Approval:

Approved By:

\_\_\_\_\_  
Focal Person (CLMD)

\_\_\_\_\_  
Chief, CLMD

\_\_\_\_\_  
Regional Director



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City  
Direct Line: (632) 8633-7202/8687-4146 E-mail: [ouct@deped.gov.ph](mailto:ouct@deped.gov.ph)

