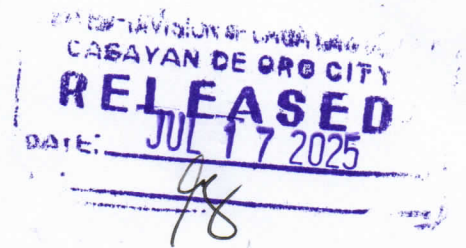




Republic of the Philippines  
**Department of Education**  
REGION X  
DIVISION OF CAGAYAN DE ORO CITY



**Office of the Schools Division Superintendent**

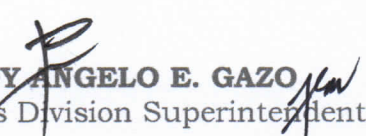
**16 July 2025**

DIVISION MEMORANDUM  
No. 568 s.2025

**CONDUCT OF ALTERNATIVE LEARNING SYSTEM (ALS) FOCUS GROUP  
DISCUSSION ON LEARNING NEEDS ANALYSIS**

TO: Assistant Schools Division Superintendent  
Chief, Curriculum Implementation Division  
Concerned Curriculum Implementation Division Personnel  
Concerned Elementary and Secondary Public School Head  
This Division

1. Relative to the communication of SEAMEO INNOTECH on developing a Social and Emotional Learning Course under the ALS Functional Education and Literacy Program (SEL-FELP) Learning Needs Analysis. A focus group discussion will be held on July 17, 2025, from 8:00 a.m. to 5:00 p.m. at CDONHS – Senior High School, Nazareth, Cagayan de Oro City.
2. The objective of the Learning Needs Analysis aims to explore learners' current social and emotional skills, identify gaps in these skills, and determine the specific SEL competencies most crucial for success in the ALS program and beyond.
3. Indicative Program of Activities is indicated in Enclosure 1 and an official letter from SEAMEO INNOTECH.
4. The School Principal of the host venue, along with ALS Division personnel, is requested to provide necessary support in ensuring the smooth and orderly conduct of the scheduled activity.
5. In adherence to Equal Opportunity Principle (EOP), inclusive and fair treatment is accorded to all personnel regardless of disability, sexual orientation, gender, age, religion, and ethnicity.
6. This Office directs immediate and wide dissemination of this Memorandum.

  
**ROY ANGELO E. GAZO**  
Schools Division Superintendent

Encl.: As stated

Reference: As stated

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

#### ALTERNATIVE LEARNING SYSTEM

#### FOCUS GROUP DISCUSSION

DM-025-CID-DIS-(AUF) / conduct of alternative learning system (als) focus group discussion on learning needs  
analysis  
July 16, 2025

Attachment to Division Memorandum No. s. 2024

ENCLOSURE 1. Indicative Program of Activities

| Date and Time        | Activity                                                                                       | Venue        | Persons Involved                                                                                                                                                                                                                                                                                                                                           |
|----------------------|------------------------------------------------------------------------------------------------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>July 17, 2025</b> |                                                                                                |              |                                                                                                                                                                                                                                                                                                                                                            |
| 8:00 AM – 9:00 AM    | Ingress                                                                                        |              | INNOTECH Team                                                                                                                                                                                                                                                                                                                                              |
| 9:00 AM – 12:00 AM   | LNA with ALS learners<br><br>Opening/Activity Introduction<br>FGD with ALS learners<br>Closing | CDONHS - SHS | 10 ALS SHS learners from CDONHS-SHS                                                                                                                                                                                                                                                                                                                        |
| 12:00 PM – 1:00 PM   | Lunch                                                                                          |              |                                                                                                                                                                                                                                                                                                                                                            |
| 1:00 PM – 4:00 PM    | LNA with ALS teachers<br><br>Opening/Activity Introduction<br>FGD with ALS teachers<br>Closing | CDONHS - SHS | 10 ALS Teachers<br><ul style="list-style-type: none"> <li>• Jovelyn J. Go</li> <li>• Rosalina P. Facurib</li> <li>• Ailiene P. Libres</li> <li>• Juventino P. Sieras</li> <li>• Junalyn B. Jalit</li> <li>• Willy P. Calo</li> <li>• Pinky Marris M. Fabria</li> <li>• Maribel G. Calo</li> <li>• Gretchen D. Linaac</li> <li>• Edmor F. Ebajay</li> </ul> |
| 4:00 PM – 5:00 PM    | Team Debriefing and Engress                                                                    |              | INNOTECH Team                                                                                                                                                                                                                                                                                                                                              |

**Development of a Social and Emotional Learning Course under the ALS Functional  
Education and Literacy Program (SEL-FELP)**

**LEARNING NEEDS ANALYSIS**

**July 17, 2025 | Cagayan de Oro City**

**Project Objectives:**

The SEL-FELP project, a partnership between INNOTECH and UNICEF, aims to promote the integration of social and emotional learning in the ALS curriculum by developing and implementing a SEL-FELP course. To achieve this, the project will:

1. Design a FELP course on SEL tailored to the specific needs and contexts of ALS learners.
2. Develop SEL-FELP course kits to guide ALS teachers in implementing the course.
3. Train select ALS implementers on the effective delivery of the SEL-FELP course.
4. Conduct model implementation of the SEL-FELP course in selected ALS community learning centers (CLCs).
5. Refine the SEL-FELP course design and kits based on the model implementation.

**Activity Objectives:**

The Learning Needs Analysis aims to explore learners' current social and emotional skills, identify gaps in these skills, and determine the specific SEL competencies most crucial for success in the ALS program and beyond.

**Activity Schedule:**

| <b>Time</b>        | <b>Activity</b>                                                                                                        | <b>Participants</b>       |
|--------------------|------------------------------------------------------------------------------------------------------------------------|---------------------------|
| 8:30 AM – 9:00 AM  | Ingress                                                                                                                | INNOTECH Team             |
| 9:00 AM – 12:00 PM | <b>LNA with ALS Students</b><br>Opening / Activity Introduction<br>Focus Group Discussion with ALS students<br>Closing | 10 ALS Students           |
| 12:00 PM – 1:00 PM | Lunch                                                                                                                  | ALS Students and Teachers |
| 1:00 PM – 4:00 PM  | <b>LNA with ALS Teachers</b><br>Activity Introduction<br>Focus Group Discussion with ALS teachers<br>Closing           | 10 ALS Teachers           |
| 4:00 PM – 5:00 PM  | Team Debriefing and Egress                                                                                             | INNOTECH Team             |

**Activity Logistics:**

Venue and Participants – c/o ALS Region X

Activity Facilitation, Meals, and Transportation Allowances – c/o SEAMEO INNOTECH

20 June 2025

**DR. ARTURO B. BAYOCOT**

Regional Director

Department of Education Region X

Cagayan de Oro City

Attention: **Dr. John Franklin Dresser**

Regional ALS Focal Person - Region X

Dear **Director Bayocot**:

Greetings from the Regional Centre for Educational Innovation and Technology (INNOTECH), one of the regional Centres of the Southeast Asian Ministers of Education Organization (SEAMEO)!

We respectfully request the participation of the DepEd ALS Region X in the **Development of a Social and Emotional Learning (SEL) Course under the ALS Functional Education and Literacy Program (FELP) or SEL-FELP Project**. Recognizing the critical role of life skills beyond traditional academics, INNOTECH, in partnership with UNICEF Philippines, aims to equip ALS learners with essential SEL competencies through a FELP course that will not only foster their well-being and resilience, but also equip them with necessary skills to becoming changemakers of tomorrow.

The course is designed to be a comprehensive and sustainable addition to the FELP offerings, ensuring that ALS learners receive targeted interventions that address self-awareness, self-regulation, social awareness, relationship skills, responsible decision-making, metacognition, and growth mindset. The success of this course rests heavily on the active participation of ALS Region X in designing and modeling the course. As the primary steward of ALS in the region, your technical expertise, guidance, and coordination with the ALS community learning centers and its teachers are vital to ensure the course's relevance, quality, and eventual scaling.

In light of this, we would like to invite you and select ALS teachers in the region to participate in the project's key activities. Tentative dates and venues are provided below:

| ACTIVITY                                            | DATE               | VENUE                          |
|-----------------------------------------------------|--------------------|--------------------------------|
| CDO Learning Needs Analysis                         | July 2-3           | CDO CLC                        |
| WORKSHOP 1: Development of Course Design            | July 16-18         | Metro Manila (exact venue TBA) |
| WORKSHOP 2: Validation of Course Design             | July 31 - August 1 | Metro Manila (INNOTECH)        |
| WORKSHOP 3: Course Kits Validation and ToT Planning | August 27-29       | Metro Manila (exact venue TBA) |

| ACTIVITY (cont.)                                          | DATE                      | VENUE                        |
|-----------------------------------------------------------|---------------------------|------------------------------|
| Training for SEL-FELP Course                              | September 8-12            | Region X (exact venue TBA)   |
| Course Model Implementation                               | September 22 – October 24 | Region X and Valenzuela CLCs |
| CDO M&E: Class Observation + FGDs                         | October 20-21             | Region X CLCs                |
| WORKSHOP 4: Evaluation and Enhancement of SEL-FELP Course | October 29-30             | Metro Manila (INNOTECH)      |
| Turn-over Ceremony                                        | November 18               | Metro Manila (INNOTECH)      |

For your reference, the attached **Concept Note** includes the project objectives, activities, timeline, and results matrix. If additional information is needed, please allow Ms. Raphaella Navarro ( [rapha@seameo-innotech.org](mailto:rapha@seameo-innotech.org) ) of the Learning Development and Management Office to liaise with your office.

We appreciate your attention to this request and look forward to your favorable response.

Very truly yours,

**MAJAH-LEAH V. RAVAGO, PhD**  
Centre Director

