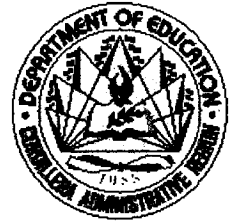




Republic of the Philippines  
DEPARTMENT OF EDUCATION  
CORDILLERA ADMINISTRATIVE REGION



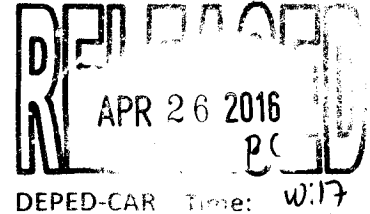
Wangal, La Trinidad, Benguet

April 25, 2016

**ADVISORY**

To: **Schools Division Superintendents**  
**Chiefs of Divisions**  
**Senior High School Principals**  
**All others Concern**

From:   
**ELLEN B. DONATO, Ed. D. CESO III**  
Regional Director



Subject: Venue for the SHDP: Advanced Course for School Heads of Senior High School Enhancement Training Workshop on Financial and Human Resources

1. In reference to Regional Memorandum no. 095, s. 2016, please be informed that the venue is at Brentwood Apartelle, M. Roxas St. Baguio City.
2. Participants are advised to check in at 2:00p.m. on April 27, registration starts at 3:15p.m. and check out at 12noon on April 29, 2016. The first meal to be served will be dinner on April 27 and the last meal will be dinner on April 29, 2016.
3. Attached is the Matrix of Activities for reference. The training team will have a meeting after the Leveling of Expectation in day 1.
4. For dissemination and compliance.

Enclosure to Advisory

**Matrix of Activities**  
**School Heads Development Program: Advanced Course for School Heads of Senior High**  
**School Enhancement Training-Workshop**  
**April 27 – 29, 2016**

Time	Day 1	Day 2	Day 3
8:00 – 8:15		MOL	MOL
8:15 – 10:00		Personality Development	PSB Internal Guidelines
10:00 – 10:15		Health Break	Health Break
10:15 – 11:15		Establishing the PRAISE	Continuation of Video Presentations of SHS Implementation
11:15 – 12:00		MOOE Utilization	↓
12:00 – 1:00		Lunch Break	Lunch Break
1:00 – 2:00		Basic Accounting for School Heads	Processing of Video Presentation
2:00 – 3:00		Video Presentations of SHS Implementation (by Class) (Gains from Module 1 and 2)	Action Planning Presentation of the SHS Survey
3:00 – 3:15		Health Break	Health Break
3:15 – 6:00	Preliminaries Registration Opening Program	Continuation of Video Presentation and Processing	Closure Closing Program
OD	All Facilitators	Plenary -All Facilitators Class sessions- Class Managers	Plenary -All Facilitators Class sessions- Class Managers