



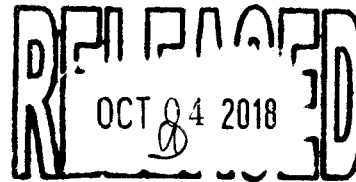
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



October 3 2018

REGIONAL MEMORANDUM

332.2018



DEPED-CAR _____

SCHOOL HEADS DEVELOPMENT PROGRAM: FOUNDATION COURSE (Batch 1)

**TO: Schools Division Superintendents
Heads, Public Elementary and Secondary Schools
All Others Concerned**

1. In line with Republic Act No. 9155 or the *Governance of Basic Education or Act of 2001* that specifies that a school head shall be both an instructional leader and administrative manager and Republic Act No. 10533 or the *Enhanced Basic Education Act of 2013* that stipulates that principals shall undergo workshops and training to enhance their skills on their role as academic, administrative and community leaders, the Department of Education (DepED), Cordillera Administrative Region through the Human Resource Development Division (HRDD) of the Regional Office, shall conduct the rollout of the School Heads Development Program (SHDP): Foundational Course on the following schedules;

Module	Date	Venue
Module 1	October 8-14, 2018	New Rajah Soliman Hotel & Restaurant
Module 2	October 22-28, 2018	Brentwood Apartelle
Module 3	Nov. 5-11, 2018	TBA

2. The SHDP is intended to improve the capacity of the school heads to manage their schools as well as prepare aspirants to handle the responsibilities of a school head. The program design is anchored on the National Competency-Based Standards for School Heads (NCBSSH).

3. The participants to these trainings are the following:

a. National qualifying Examination for Principals/National Qualifying Examination for School Heads/Principals' Test Passers (2008- 2016), including SHs who have not attended the SHDP: Foundation Course or the SHDP Specialized Course on Senior High School (SHDP-SHS);

b. Incumbent SHS or Schools Division Office-designated teachers-in-charge (TICs) or officers-in-charge (OICs) of elementary, secondary or integrated schools who passed the Regional Qualifying examination for Principals before 2008 without NEAP accredited training or those who have not passed the Principal's Test; and

c. Regional Training Management Team composed of the trainers, facilitators, class managers and Quality Assurance and Monitoring and Evaluation (QAME) monitors.

4. The following are the expected number of participants from SDOs and are requested to proceed to the training venue on Day 0 or before the start of the training proper (please see attached list of participants). Module 1 Day 0 is October 7, 2018.

	Division	No. of Pax
1	Abra	10
2	Apayao	31
3	Baguio City	8
4	Benguet	17
5	Ifugao	48
6	Kalinga	18
7	Mt. Province	14
8	Tabuk City	13
Total		159

5. The participants are requested to bring their own laptop, pocket wifi and other important documents related to the training.

6. The Regional Management Team is requested to attend as Learning Resource Provider & Facilitator, class manager and to monitor and evaluate the conduct of the said training. They are as follows;

	Name		Division
1	RD May B. Eclar	ORD	RO
2	ARD Bettina D. Aquino	ORD	RO
3	Jerry Ymson	Chief Learning Resource Provider	Baguio City
4	Jennifer Ande	Chief Learning Resource Provider	RO
5	Marilyn Apiit	Chief Learning Resource Provider	Baguio City
6	Rosita Agnasi	Chief Learning Resource Provider	RO
7	Lourdes Lomas-e	Learning Resource Provider & Facilitator	Baguio City
8	Gemma Lomboy	Learning Resource Provider & Facilitator	Baguio City
9	Teodora Botis	Learning Resource Provider & Facilitator	Baguio City
10	Sonia Dupagan	Learning Resource Provider & Facilitator	Benguet
11	Erlinda Quinoan	Learning Resource Provider & Facilitator	Benguet
12	Ma. Teresa Cabcan	Learning Resource Provider & Facilitator	Abra
13	Pedro Villastique	Learning Resource Provider & Facilitator	Abra
14	Oliver Tobiagon	Learning Resource Provider & Facilitator	Ifugao
15	Mildred Dapliyan	Learning Resource Provider & Facilitator	Mt. Prov.
16	Nemia Lite	Learning Resource Provider & Facilitator	Mt. Prov.
17	Grail Ayngan	Learning Resource Provider & Facilitator	Mt. Prov.
18	Rosmarie B. Dalang	Training Management/Secretariat	RO
19	Emmanuela Gabol	Training Management/Secretariat	RO
20	Margie Gardingan	Training Management/Secretariat	RO
21	Charline Balahyas	Training Management/Secretariat	RO
22	Denia Tarnate	Learning Resource Provider & Facilitator	RO
23	Dr. Manuel Dangawen/ Health personnel (Baguio City)	Medical Personnel	RO (Baguio City)

7. Participants and the Regional Management Team shall be entitled to CTOs during the conduct of the training in lieu of Saturdays, Sundays and Holidays as per CSC and DBM Joint Circular No. 2, s.2015.

8. Meals, snacks , accommodation and training materials shall be charged against downloaded HRTD Funds, while the transportation, expenses and other incidental expenses shall be charged against school or other local funds subject to the usual accounting and auditing procedures

9. First meal to be served will be dinner of Day 0 and last meal will be PM snacks on the last day of the seminar.

10. Immediate and widest dissemination of this Memorandum to all concerned is desired.


MAY B. ECLAR, PhD, CESO V
Regional Director

HRDD/emma

MODULE 1 – School Head as Instructional Leader

TIME	DAY 0	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7
7:45-8:00			MOL					
8:30-10:00		Session 1: The School Head as a Person <ul style="list-style-type: none"> Life Spaces Who Am I? R. Agnasi	Session 4: DepEd VMV J. Ande	Session 4D: What is a Learner Centered School? E. Quinuan, G. Ayngan, S. Dupagan	Session 5C: Quality Assurance of Learning Outcomes CLMD/ O. Tobiagon, P. Villastiqui, G. Lomboy	Session 5E: Contextualization: A Promising Approach to Teaching – Learning Process CLMD/ J. Ymson, S. Dupagan, R. Agnasi	Session 6: Special Programs M. Dapliyan, M. Api-it, R. Agnasi	Session 7: Non – formal Education: A Road to Learners’ Development and Success CLMD/ R. Agnasi, O. Tobiagon, G. Lomboy
10:00-10:30		HEALTH BREAK						
10:30-12:00		Session 2: The School Head as Person in the Organization <ul style="list-style-type: none"> I am who I am (Johari’s window) Getting to Know Others with Sharing R. Agnasi	Session 4A: Leading from Within J. Ymson, S. Dupagan, M. Api-it	Session 5A: The Challenge/s in the Implementation of the K to 12 Curriculum T. Botis, G. Lomboy, L. Lomas-e	Continuation...	Continuation...	Continuation...	Continuation...
12:00-1:00		LUNCH						
1:00-3:00	Arrival and Registration	Session 3: Leadership vs Management	Session 4B: Understanding the Learners’ Context	Session 5B.1: The Relationship of the 21st Century Skills	Session 5D: Pedagogical Principles to Enhance the	Continuation...	Session 6: Learner Support	Session 8: LRMS: Its Aspects and Features

		<ul style="list-style-type: none"> Film Viewing (Lean on Me) Film Analysis A. Payang 	N. Lite, E. Quinuan, P. Villastiqui	to the Attainment of Quality Education T. Botis, G. Lomboy, L. Lomas-e	21st Century Skills CLMD/ M. Dapliyan, L. Lomas-e, M. Api-it		G. Ayngan, T. Botis, L. Lomas-e	J. Ymson, E. Taqued, A. Sacyang
3:00-3:30	Opening Program		HEALTH BREAK					
3:30-5:00	c/o RO Course Overview with GTKY and Levelling of Expectations N. Lite Work and Application Project J. Ymson	<ul style="list-style-type: none"> Lecturette on Leadership vs Management Ethical Leadership The Heart of a Leader 	Session 4C: Who are our Learner? S. Dupagan, J. Ymson, G. Ayngan	Session 5B.2: The Road Map to Teaching _ Learning Process (DLL and DLP) O. Tobiagon, M. Cabcaban, S. Dupagan The Road map to teaching – learning process	Continuation...	Session 5F: LAC with Planning and Application in the School M. Cabcaban, P. Villastiqui, E. Quinuan	Continuation...	Integration Session: Instructional Leadership with focus on 21st Century Skills and Closing L. Lomas-e (plenary)
5:00-5:30		Reflection						



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UNTRAINED SCHOOL HEADS FOR BATCH 1

No.	NAME	POSITION	STATION
DIVISION: ABRA			
1	Jovel B. Pacapac	TIC	Makingag PS
2	Jayfee G. Calubing	TIC	Cayapa ES
3	Loreto A. Peñalosa Jr.	HT 1	Catacdegan ES
4	Rudyrick Cayto	TIC	Sapdaan ES
5	Mario P. Garcia	TIC	Quimloong ES
6	John C. Palangi	TIC	Caganayan ES
7	Napoleon B. Bobias	TIC	Pilar CS
8	Ma. Lorena B. Bisares	TIC	Sta. Rosa ES
9	Charito Dioayan	TIC	Tiempo NHS
10	Irene Leones	T3	Supiil ES
DIVISION: APAYAO			
11	Mary Jane T. Duldulao	HT1	Apayao Science HighSchool
12	Perseus Semana	T3	Flora National High School
13	Rosaline Lalpu-ot	T3/TIC	Talifugo National High School
14	Milmar Bunnao	T1/TIC	Tawit National High School
15	Chandler B. Ibabao	T3	Alem Elementary School
16	Merly Soriano	T3/TIC	Aurora Primary School
17	Dianne Bless Castillo	T1/TIC	Lt. Balag Elementary School
18	Roderick Vea	T3/TIC	Malibang Elementary School
19	Kimberly Macadangdang	MT1	Pudtol Central School
20	Rebecca Suet	ESHT3	Banan Primary School
21	Brenda Lea Campo	T1/TIC	Guimitan Primary School
22	Marites Velasco	T3/TIC	Taracay Primary School
23	Dick Puddao	TIC	Dagara Elementary School
24	Febe Laluan	TIC	Iyapan Primary School
25	Godinez Ganaden	TIC	Kadikitan Elementary School
26	Angiline Sagle	TIC	Madduang Elementary School
27	Reechita Cardinal	T1/TIC	Ayayao Primary School
28	Maricel Javier	T1/TIC	Macalino Primary School
29	Angela Marie Baoit	T1/TIC	Salongsong Primary School
30	Juliet C. Aramburo	T1/TIC	Sta Elena Primary School
31	Vicente Aliga Jr	ESP1	Tanglagan Elementary School
32	Janice Allag	T1/TIC	Don Roque Primary School
33	Diosdado Julian	TIC	Langnao Elementary School
34	Elvie A. Dullit	MT1	Pedro Bunot Central School
35	Jeny Sallit	T1/TIC	Malitao Primary School
36	Digna Sinoleng	T3/TIC	Naguilian Norte Primary School
37	Cyla Bambalan	T1/TIC	Naguilian Sur Primary School

UNTRAINED SCHOOL HEADS FOR BATCH 1

No.	NAME	POSITION	STATION
38	Maribeth Binunag	TIC	Ninoy Aquino Elementary School
39	Mary Saleng	TIC	Soda Primary School
40	Honey Grace Ngisit	TIC	Tubongan Elementary School
41	Riel Gandoli	T1/TIC	Bayugao Primary School
DIVISION: BAGUIO CITY			
42	Alice Masidong	HT	Irisan Elem. School
43	Rommel Manzano	MT	Dona Nicasia Puyat Elem Sch.
44	Lillie Vinluan	Teacher III	Quirino Hill ES
45	Jane Adolfo	MT II	Lucban ES
46	Jerry Walsiyen	HT I	Mabini ES
47	Agnes Lomas-e	HT-III	SPED Center
48	Simona Wooden	MT II	Pinsao ES
49	Rosie Beel Marzo	Principal III	Elpidio Quirino ES
DIVISION: BENGUET			
50	Florence Pawig	TIC	Annex
51	Rosalie Anhebey	HT-3	Bakun NHS
52	Donnaville E. Bisted	T-3	Kapangan NHS
53	Ramona Juan	MT-1	DALSC
54	Anisia Awas	MT-1	Topdac ES
55	Evelyn Sitam		Rufino Alawas ES
56	Janet E. Mabli	TIC-T3	Tublay Central ES
57	Delyne B. Acdang	TIC-T3	Pangablan ES
58	Antonia D. Puyao	TIC-MT1	Moran ES
59	Jacquilene A. Yaos	TIC-T3	Pasbol-Belino ES
60	Lourden A. Ludaes	TIC-T3	Guioing ES
61	Mary Ann S. Pacio	TIC-T3	Naytokyab ED
62	Eloisa L. Lamyongen	TIC-T3	Pugo ES
63	Elizabeth P. Bernard	TIC-T3	Cayapas ES
64	Annabelle A. Dayag	TIC-T3	Bad-ayan ES
65	Lilibeth B. Kiwas	TIC-MT1	Bano-oy ES
66	Victoria T. Tolingan	TIC-T3	Taba-ao ES
DIVISION: IFUGAO			
67	Roland T. Umila	Teacher III/TIC	Awayan ES- Annex
68	Fedelyn B. Mansano	Teacher III/TIC	Damag ES North
69	Joseph Alindayo	Head Teacher III	Monggayang ES
70	Robert P. Ananayo	Head Teacher III	Halag ES
71	Teresita Natuno	Principal I	Aguinaldo CS
72	Angelina Appoy	Principal I	Pojnaan ES
73	Ariston L. Alindayo	TIII/TIC	Ubao NHS extension
74	Lyn C. Antalan	T3 (2017 PT passer)	Aguinaldo NHS
75	Julliver Binwag	Principal I	Antipol ES & Pulpog PS
76	Jocelyn Dupingay	Principal I	Asipulo CS
77	Robert Palasi	Head Teacher I	Ammoweg ES

UNTRAINED SCHOOL HEADS FOR BATCH 1

No.	NAME	POSITION	STATION
78	Fernando Tayaban	Principal I	Panubtuban ES
79	Jose Mariano	TIII/TIC	Lab-ong ES & Numpaling ES
80	Maryjane P. Kitong	T3 (2017 PT passer)	Camandag ES
81	Crispin Pugong	T3 (2017 PT passer)	Duli ES
82	Noli Salviejo	TIII/TIC	Namnama ES & Maligaya ES
83	Ronie Dela Cruz	T3 (2017 PT passer)	Catubangan ES
84	Diosdado Dulnuan	Principal I	San Marcos ES
85	Doris Agbayani	Principal II	Namillangan ES
86	Rosebella Buya-ao	HT3	Nammama ES & Mabanutan
87	Jodexson E. Dog-e	HT1(2017 PT Passer)	San Jose ES
88	Isabel Chug-e	Principal 2	Alfonso Lista CS
89	Mary Pagal	HT3	Kiling ES
90	Alfredo Pugong	HT3	Potia Eastern NHS
91	Patricio Palungya	HT3	Pinto NHS
92	Jacqueline Campol	Principal 1	Stao Domingo ES
93	Daisylyn Aniceto	T3 (2017 PT passer)	Potia ES
94	Veronica Ngipol	Principal I	Cambulo ES
95	Romeo Pigoh	Principal I	Ducligan ES
96	Linda L. Pahigon	Principal I	Tam-an ES
97	Juliet T. Binwag	Head Teacher III	Balawis ES
98	George Donguis	Principal I	Amganad ES
99	Teresita A. Ngayaan	Head Teacher III	Anaba ES
100	Teresita C. Halupe	Principal I	Batad ES
101	Freddie Bayangan	TIC	Banaue NHS annex
102	Alma Villa Tuguinay	Principal I	Bangtinon ES & Ubuag ES
103	Avelina Bangeng	Principal I	Namulditan ES
104	Antonio Benojlan	HT3	Halag 1 & 3
105	Novelio Dumingyay	Head Teacher III	Piwong ES
106	Concepcion Guazon	Principal I	O-ong ES
107	Joel Lagmay	Head Teacher II	Cababuyan North ES
108	Antonio Balinon	Principal 1	Bangtinon ES
109	Flavia Ahuday	Principal 1	Southern Hingyon HNS
110	Jocelyn A. Buyagao	Principal I	Hapao ES& Tabag PS
111	Lydia Magatolmi	Head Teacher I	Bokiawan ES & Am-iyong PS
112	Jocelyn D. Bahatan	Head Teacher III	Lubu-ong ES
113	Myrna M. Bittaol	Principal I	Baang ES & Nunggulunan ES
114	Marcelina L. Puguon	Principal I	Baguinge ES
DIVISION: KALINGA			
115	Alejandro Baculi	TIC/T3	Dacalan ES
116	Nenita Bongnal	TIC/T3	Mantopngan ES
117	Beatrice Wandagan	TIC/T3	Mangali Centro ES
118	Roberto Tomonggao	HT V	Talocloc GCNHS
119	Erwina Balingog	TIC/T3	Colong ES
120	Andy Luminto	TIC/T3	Dugnac ES

UNTRAINED SCHOOL HEADS FOR BATCH 1

No.	NAME	POSITION	STATION
121	Bernadette Tiwan	TIC/T3	Maliongan ES
122	Francisca Lamong	TIC/T2	Payao PS
123	Gloria Daligdig	TIC/T2	Aciga ES
124	Elvira Dayag	TIC/T1	Calbayan ES
125	Violeta Bagsao	HT 3	Malagnat ES
126	Leonida Liagao	TIC/TC	Aguimitan PS
127	Jovelyn Dugayon	P1	Pinukupuk CS
128	Vivian Liza Bencan	TIC/T1	Binansagan ES
129	Feleciano Agsaoay, Jr.	PII	Pinukupuk VS
130	Shirley Maddugay	TIC/T2	Bonnong ES
131	Ana Bomon-as	TIC/MT1	Balatoc ES
132	Oliver Angya	TIC/T1	Dalupa ES
DIVISION: MOUNTAIN PROVINCE			
133	Rogelio Kinoman	HT3	EBNAVS
134	Conchita M. Tariagao	TIC, MT I	Tonglayan ES
135	Nelia P. Palangyos	T3	Guinzadan NHS
136	Marlin Lingwayon	TIC, T3	Bauko Central School
137	Haldreth Joy B. Sudaypan	T3	Bagnen Oriente
138	Erlina B. Abnasan	MT II	Guinzadan NHS
139	Junjun Mek-eng	HT	Mt. Data NHS
140	Saturnina G. Santiago	T3	Agawa ES
141	Euclid Tayaotao	TIC, T3	Agawa ES
142	Hazel Noel M. Ballokey	T3	MPGCHS
143	Lee Patingan	HT VI	MPGCHS
144	Gloria Acoking	HT3	MPGCHS
145	Petra Komicho	MT1	MPGCHS
146	Divina K. Mendoza	MT 1	MPGCHS
DIVISION: TABUK CITY			
147	Janet Alcantara	T3 - TIC	Guilayon Elementary School
148	Sabina Atalli	TIC	Addang Primary School
149	Jocelyn Baculi		Mabato Elementary School
150	Juan Bag-ay		
151	Crispina Baligod		Malalao Elementary School
152	Ruth Banao	T3 - TIC	Madapdapig Elementary School
153	Natividad Banatao	MT2 - TIC	Lanna Elementary School
154	Daisy Banutan	T1 - TIC	Dupag Elementary School
155	Miriam Barila	T3 - TIC	Gawidan Elementary School
156	Gemmaline Bumanglag		
157	Jodylyn Dangatan	T1 - TIC	Mallong Elementary School
158	Lolita Facali	TIC	Mansanita Elementary School
159	Susette Gamon	TIC	Tangbay Elementary School

nothing follows