



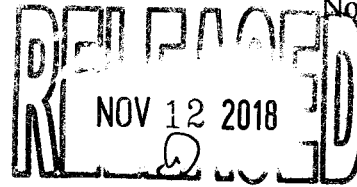
Republic of the Philippines
DEPARTMENT OF EDUCATION
CORDILLERA ADMINISTRATIVE REGION
Wangal, La Trinidad, Benguet



November 06, 2018

REGIONAL MEMORANDUM

393.2018



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SCHOOL HEADS DEVELOPMENT PROGRAM: FOUNDATION COURSE (Batch 2)

**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	November 23-29	TBA
Module 2	December 5-10, 2018	TBA
Module 3	January 14-19, 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.

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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 November 22, 2018.

	Division	No. of Pax
1	Abra	13
2	Apayao	27
3	Baguio City	8
4	Benguet	29
5	Ifugao	37
6	Kalinga	17
7	Mt. Province	21
8	Tabuk City	13
Total		163

5. The participants are requested to bring their own laptop, pocket wifi, Curriculum Guide during Module 1, ESIP/AIP, SBM Assessment tool and other important documents related to the training.

6. The Regional Management Team is requested to attend as Learning Resource Provider & Facilitator, Resource Speaker, 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	ARD	RO
3	Jerry Ymson	Chief Learning Resource Provider	Baguio City
4	Jennifer Ande	Chief Learning Resource Provider	RO
5	Rosita Agnasi	Chief Learning Resource Provider	RO
6	Lourdes Lomas-e	Learning Resource Provider & Facilitator	Baguio City
7	Wilfred Bagsao	Learning Resource Provider & Facilitator	Baguio City
8	Francis Peckley	Learning Resource Provider & Facilitator	Baguio City
9	Sonia Dupagan	Learning Resource Provider & Facilitator	Benguet
10	Erlinda Quinuan	Learning Resource Provider & Facilitator	Benguet
11	Jasmine Bringas	Learning Resource Provider & Facilitator	Abra
12	Pedro Villastique	Learning Resource Provider & Facilitator	Abra
13	Oliver Tobiagon	Learning Resource Provider & Facilitator	Ifugao
14	Regina Sarmiento	Learning Resource Provider & Facilitator	Benguet
15	Esther Rizaldo	Learning Resource Provider & Facilitator	Benguet
16	Nixon Elahe	Learning Resource Provider & Facilitator	Baguio City
17	Nancy Rosado	Learning Resource Provider & Facilitator	Benguet
18	Teodora Botis	Learning Resource Provider & Facilitator	Baguio City
19	Grail Ayngan	Learning Resource Provider & Facilitator	Mt. Prov.
20	Nemia Lite	Learning Resource Provider & Facilitator	Mt. Prov.
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)

Resource Speakers:

	Module	Division
Ethielyn Taquid	Module 1 & 3	RO
Aida Payang	Module 1	RO
Rizalyn Guznian	Module 3	Benguet
Georgina Ducayso	Module 2	Benguet
Lucio Alawas	Module 3	Benguet
Nestor Dalay-on	Module 2	Benguet
Marcelino Talamayan	Module 1	RO
Jovelyn Balantin	Module 3	Baguio City
Marian Wanson	Module 3	RO
Cristina Paquit	Module 3	RO
Fremalyn Paclos	Module 3	RO
Belen Tomin	Module 3	Baguio City
Lilibeth Degsi	Module 3	Benguet
Florinda Pagoy	Module 3	Benguet
Cristopher Hadsan	Module 3	RO
Marilyn Api-it		Baguio City
Evangeline Vergara	Marilyn Module 3	PRC

7. Learning Resource Providers, Facilitators, and resource speakers are requested to attend meeting on November 22, 2018 at 1:00 A.M at training venue.

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



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



List of Participants for SHDP - Batch 2

No.	NAME	POSITION	STATION
DIVISION: ABRA			
1	1 Brenda Soriano	T3	Silet ES
2	2 Emyrose M. Cariño	T3	Patucannay ES
3	3 Marcela B. Lazaro	MT I	Layugan ES
4	4 Ricky D. Manuel	T3	Lipting ES
5	5 Marilou J. Quinto	T3	Don Rosalio Eduarte ES
6	6 Maureen Eva T. Barbosa	MT I	Abra HS
7	7 Ma. Teresa E. Cabcaban	MT II	Abra HS
8	8 Wilfredo M. Gandeza	T3	Gaddani NHS
9	9 Hector S. Lopez	MT I	Cristina B. Gonzales Memorial HS
10	10 Cherrel Dela Paz	HT 3	Cristina B. Gonzales Memorial HS
11	11 Palmero Garcia	HT Designate	Abra High School
12	12 Jun-Jun Cortel	HT 1	Boliney NHS
13	13 Susan Mina	MT II	Pilar Rural HS
DIVISION: APAYAO			
14	1 Rosaline Lalpu-ot	T3/TIC	Talifugo NHS
15	2 Brenda Lea Campo	T1/TIC	Guimitan PS
16	3 Dick Puddao	TIC	Dagara ES
17	4 Febe Laluan	TIC	Iyapan PS
18	5 Reechita Cardinal	T1/TIC	Ayayao PS
19	6 Maricel Javier	T1/TIC	Macalino PS
20	7 Angela Marie Baoit	T1/TIC	Salongsong PS
21	8 Janice Allag	T1/TIC	Don Roque PS
22	9 Jeny Sallit	T1/TIC	Malitao PS
23	10 Digna Sinoleng	T3/TIC	Naguilian Norte PS
24	11 Cyla Bambalan	T1/TIC	Naguilian Sur PS
25	12 Mary Saleng	TIC	Soda PS
26	13 Joy Marie Echanique	T1/TIC	Cagandungan West PS
27	14 Donald Pedronan	T1/TIC	Calabigan PS
28	15 Rosario Fernandez	T1/TIC	Clayucay PS
29	16 Lorna Gamos	T3/TIC	Capagaypayan PS
30	17 Meah Joy Gamos	T3/TIC	Catamoyoan ES
31	18 Marilou Barroga	T3/TIC	Luyon PS
32	19 Jeniffer Paranada	T2/TIC	San Gregorio PS
33	20 Dyna Matinao	T3/TIC	San Jose PS



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List of Participants for SHDP - Batch 2

No.	NAME	POSITION	STATION
34	21 Rosalie Malanot	TI/TIC	Turayok PS
35	22 Jacqueline Bagaleo	TIC	Apaya PS
36	23 Bernadette I. Kotoken	WHHT3	Puguin ES
37	24 Glenda Baliaga	TI/TIC	Guided ES
38	25 Eralph June Belgado	T1/TIC	Mabiga ES
39	26 Ma. Teresa Ibarra	T2/TIC	Puguin es
40	27 Merma Gas-ing	T1/TIC	Buguit ES
41	28 Feny Mendoza	T1/TIC	Catub ES
42	29 Winnie Avilla	TIC	Liwan ES
43	30 Elionor Taya	TI/TIC	Lower Katablangan ES
44	31 Betty Bangna	TIC	Nabuangan ES
45	32 Pamela Calagui	TIC	Upper Catablangan ES
46	33 Mishel Ariola	T2/TIC	Nueva PS
DIVISION: BAGUIO CITY			
47	1 Wilton Anton	HT-VI	Baguio City High School
48	2 Dean Mendoza	HT-III	Baguio City High School
49	3 Francis Lumiwes	HT-VI	Baguio City High School
50	4 Dolores Comom	HT-VI	Baguio City High School
51	5 Julie Biligan	MT-2	Baguio City High School-Fort del Pilar Annex
52	6 Estelita Valdez	HT-I	Mila-an NHS
53	7 Gloria Catiyan	T-III/TIC	Rizal Elem. Sch.
54	8 Sharon Christianie Castillo	SEPS	SGOD-SMME
DIVISION: BENGUET			
55	1 Myrna B. Donato	TIC-T3	Tin-apan ES
56	2 Susan M. Tenias	TIC-T3	Saclalan ES
57	3 Marcela Diclas	TIC	Kimpit ES
58	4 Maura Paing	HT-1	Nabalicong ES
59	5 Jeanette Magciano	TIC	Alapang ES
60	6 Florinda Buyayao	TIC	Orlani-Tilitil ES
61	7 Marcia Igualdo	T3/TIC	Laduan ES
62	8 Moresto Angyatao	HT-1	Deccan ES
63	9 Carmen Martinez	MT-1	Bot-oan ES
64	10 Marciana Lipawen		Bayoyo ES
65	11 Mark O. Dalay-on	MT-1	Alejo M. Pacalso Memorial NHS - Main



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No.	NAME	POSITION	STATION
66	12 Nancy D. Costina	MT-1	Alejo M. Pacalso Memorial NHS - Main
67	13 Segundino M. Bolide	HT2	Tinongdan ES
68	14 Aida A. Pe	TIC - T3	Pagal ES
69	15 Realonda V. Ngalaan	TIC	Batanes ES
70	16 Agnes B. Guisdan	TIC	Cabutotan
71	17 Ellen B. Ognaden	TIC	Ketaga-Cabatan
72	18 Agnes Malinias	MT 1/TIC	Talinguoy ES
73	19 Emerson Hadsan	T3/TIC	Lamtang ES
74	20 Abelon Beray	T3/TIC	Bodiweng ES
75	21 Veronica Patinglag	T3/TIC	Balukas ES
76	22 Lorna Wallit	T3 (Principal Passer)	Buyagan ES
77	23 Vilma Beliano	MT 1 (Principal passer)	Benguet NHS
78	24 Darna D. Dayawen	TIC	Legab ES
79	25 Lilia Saguibal	MT2	Talbino ES
80	26 Dolores Fidel	MT2	Acquisio ES
81	27 Janicelle Lapas	TIC	Tindo Bosnia ES
82	28 Joan Cario	TIC	Lam-ayan ES
83	29 Realonda Ngala-an	TIC	Bakun District
DIVISION: IFUGAO			
84	1 Daniel A. Pinkihan Jr.	Principal I	Pindongan ES
85	2 Pedro Nibaten Sr.	Head Teacher	Tuplac ES & Mappit ES
86	4 Junia Habiatan	Principal I	Nagacadan ES
87	5 Corazon Pablo	Principal I	Lagawe CS
88	6 Dominga Ayoc	Principal I	Buyabuyan ES
89	7 Ernesto Pugong	Head Teacher III	Tungngod ES
90	8 Jovita Kimayong	Principal	Boliwong Es
91	9 Christopher Lunag	Principal 1	Tupaya ES
92	10 Bernadeth Villanueva	HT3	Ayangan NAVHS
93	11 Erma Bulayo	HT3	Cudog ES
94	12 Fatima G. Bunnol	Principal I	Ilap ES
95	13 Elizabeth Marquez	Principal II	Dunuan ES
96	14 Aurelia Ballitoc	Principal I	Sanafe ES & Pugol ES
97	15 Walter Dumaguing	Principal I	Pieza ES
98	16 Edison Balanian	Principal I	Alupapan ES
99	17 Joselito Allaga	Head Teacher III	Pugol ES



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No.	NAME	POSITION	STATION
100	18 Constante Dacanay	Principal I	Jolowon ES
101	19 Luz Robles	Principal I	Nayon ES
102	20 Jenelyn Ballogan	HT3	Hapid ES
103	21 Benita Amawan	HT3	Bliss ES
104	22 Ronillo Vloria	Principal I	Panopdopan ES
105	23 Caroline Ponhed	Principal I	Salamague ES
106	24 Merna Eliza Bimmoy	Principal I	Lawig NHS extension
107	25 Feneliza Vinluan	T3 (2017 PT passer)	Lamut CS
108	26 Lourdes Bilowan	Principal I	Guinhon ES
109	27 Jane C. Bongyo	Principal I	Ayangan ES
110	28 Jennylyn Sambilay	Principal II	Mayoyao CS
111	29 Belina Bandiwan	Principal II	Tinoc CS
112	30 Beatriz M. Pullig	Head Teacher III	Danggo ES
113	31 Anita Alonzo	Head Teacher I	Eheb ES
114	32 Fabiola B. Guiniling	Principal I	Tulludan ES & Cocoy ES
115	33 Mary B. Guinsiman	Head Teacher III	Gumhang ES
116	34 Leo S. Ballagan	Head Teacher III	Tukucan ES
117	35 Philip B. Ehican	Principal I	Ahin ES
118	36 Regina Laguiwey	Head Teacher 1	Manaan ES
119	37 Gabriel Diplat	T3 (2017 PT passer)	Cocoy ES
DIVISION: KALINGA			
120	1 Martina Daligdig	P1	Magsilay ES
121	2 Joyce Alimondo	HT 3	Central Pasil NHS
122	3 Virgilio Ngayaan	P1	Santor ES
123	4 Jaime Pic-it	HT3	Dalkinsan ES
124	5 Marjorie Pic-it	HT3	Ambato-Legleg ES
125	6 Johnny Balla-ao	HT 3	Luplupa ES
126	7 Charles Mabila	TIC/T3	Darulog ES
127	8 Herman Fillag	TIC/T3	Bolo PS
128	9 Elma Gonayon	TIC/T2	Bayowong ES
129	10 Nicolas Sagalon	TIC/T3	Gawaan ES
130	11 Herbert Billao	TIC/T1	Bassao PS
131	12 Amante Ulep	P1	BAIS
132	13 Ernesta Baluyan	TIC/T3	Talalang PS
133	14 Leonor Danipog	MT 2	Cal-owan AVNHS
134	15 Lilibeth Dongan	MT 2	Magsilay ES



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No.	NAME	POSITION	STATION
135	16 Jonalyne Gumilab	HT 3	Tanudan VS
136	17 Elsa Oddoc	MT 1	Santor ES
DIVISION: MOUNTAIN PROVINCE			
137	1 Pascuala Te-elan	HT3	MPGCHS
138	2 Melchor Tudlong	HT3	MPGCHS
139	3 Cresencia Fayangkao	OIC - T3	MPGCHS
140	4 Arnel M. Kisofen	HT3	MPGCHS
141	5 Jennifer Napanoy	TIC, T3	Butac ES
142	6 Felomina Daskeo	T3	TSAT
143	7 Segundo Sogaang	HT1	BNTAHS
144	8 Brenda Cogasi	T3/TIC	Pangweo ES
145	9 Fideles Tawaran	T3/TIC	Sta. Isabel NHS
146	10 Julita Gumatay	T3/TIC	Maducayan ES
147	11 Bona A. Menzi	T3	Camatagan ES
148	12 Rowena C. Lipawen	T3	Labbay PS
149	13 Regina A. Emengga	MT 1	Pingad-Baongan
150	14 Samuel Sudicalan	TIC, T3	Pingad-Baongan ES
151	15 Merian M. Gansoen	T3	Antadao NHS
152	16 Jose Colod	HT3	TSAT
153	17 Oscar Matras	HT3	TSAT
154	18 Bernard Pinaching	T3	Natonin Stand Alone SHS
155	19 Delfina Dekdekan	T3/TIC	Abatan ES
156	20 Sharon Guslab	T2/TIC	Soysoyoc ES
157	21 Mandy Paggui	T3	Guinzadan ES
DIVISION: TABUK CITY			
158	1 Melita Gamongan	TIC	Nambucayan Elementary School
159	2 Sabina Gamongan	HT3	Pa-o Elementary School
160	3 Prisca Kawis	Principal2	Tabuk City Central School
161	4 Lilia Manarpaac		
162	5 Leticia Naganag	T3 - TIC	Amlao Elementary School
163	6 Denia Ondog	T3 - TIC	Tannubong Elementary School
164	7 Robert Ottao	T3 - TIC	Toppan Elementary School
165	8 Nally Palattao	TIC	Burayukan Elementary School
166	9 Alfreda Pullay	T3 - TIC	Gaogao Elementary School
167	11 Mary Jane Tawatao	MT - 2	Bulanao West Elementary School
168	12 Joy Taynan		Tabuk City National High School
169	13 Gisela Wansi	T3 - TIC	Suyang Elementary School



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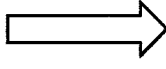
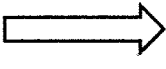


List of Participants for SHDP - Batch 2

No.	NAME	POSITION	STATION
170 14	Juan Bag-ay		

****Nothing Follows**

**SCHOOL HEADS' DEVELOPMENT PROGRAM: FOUNDATION COURSE
TRAINING MATRIX OF MODULE 3: THE SCHOOL HEAD AS
EXEMPLAR (6 days) January 14-19, 2019**

Time	Day 0	Day 1 (1/14/19)	Day 2 (1/15/19)	Day 3 (1/16/19)	Day 4 (1/17/19)	Day 5 (1/18/19)	Day 6 (1/19/19)
7:45 - 8:00		MOL					
8:00 – 10:00		The School Head as Steward of Human Resources R. Guznian P.J. Balantín	Laws and Policies of Fiscal Management Marian Cristy Frema	Fiscal Tracking and Recording System Degsi (Baguio) Florinda (Benguet) Belen (Baguio)	Alignment of RPMS and PPST Jennifer Ande	Continuous Professional Development Evangeline Marilyn Vergara OIC – PRC (Baguio)	Session 3: Application Project (6H) Jerry Ymson
10:00 – 10:30		AM Snacks					
10:30 – 12:00		Human Resource Management R. Guznian P.J. Balantín	The Principal as Fiscal Manager Marian, Cristy, Frema	Maintaining and Other Operating Expenses Degsi (Baguio) Florinda (Benguet) Belen (Baguio)	RPMS Portfolio Assessment Process L. Alawas, Payang E. Taquid		Session 4: Integration (3 1/2H) Lourdes Lumas-e
12:00 – 1:00		LUNCH					
1:00 - 3:00	Arrival and Registration (2H)	Strategic HR Framework and Performance Management R. Guznian P.J. Balantín	How do we Relate FM to SBM Marian, Cristy, Frema	Sources of Funds/Income Degsi (Baguio) Florinda (Benguet) Belen (Baguio)		Learning and Development System Jennifer, Rosita, Denia	Commitment Building (2H) Marilyn Apiit
3:00 - 3:30		PM Snacks					
3:30 – 5:00	Opening Program / Module Overview / Linkaging to the previous module	Recruitment, Selection, Placement and Induction R. Guznian P.J. Balantín	Financial System and Processes Marian, Cristy, Frema Project Procurement Management Plan	Reportorial Requirement Degsi (Baguio) Florinda (Benguet) Belen (Baguio)	Omnibus Policy Engr. C. Hadsan	Workshop: Instructional Design Jennifer Ande	Closing Program (1 1/2H)
Output		Human Resource Inventory		Work and Financial Plan for 2019	Teachers' Needs Analysis	Instructional Design	Application Project
Learning Facilitators: Class 1–Denia Tarnate/Erlinda Quinoan, Class 2 – Rosita Agnasi/Jasmine Bringes; Class 3 –Sonia Dupagan/Nixon Elahe Class Managers: Class 1 – Regina Sarmiento; Class 2 – Grail Ayngan; Class 3 – Teodora Botis							

**SCHOOL HEADS' DEVELOPMENT PROGRAM: FOUNDATION COURSE
TRAINING MATRIX OF MODULE 2: THE SCHOOL HEAD AS
AN ORGANIZATIONAL LEADER December 5-10, 2018 (6 days)**

Time	Day 0	Day 1 (Tue)	Day 2 (Wed)	Day 3 (Thu)	Day 4 (Fri)	Day 5 (Sat)	Day 6
7:45 - 8:00		Preliminary Activity	MOL				
8:00 – 10:00		Session 2:10 Points Agenda and Sustainable Development Goal LF/RS: Jerry Ymson	6: School-Based Management Milestone and Conceptual Framework LF/RS: C1. Erlinda Quinuan C2. Oliver Tobiaon C3. Jasmine Bringas	Session 7: Enhanced School Improvement Plan (ESIP) Rationale and Overview LF/RS: C1. Nixon Elahe C2. Georgina Ducayso C3. Nestor Dalay-on	Session 7.C: ESIP Phase III: Act LF/RS: C1. Nancy Rosado C2. Esther Rizaldo C3. Nixon Elahe	Session 8.c: CI Priority Areas LF/RS: C1. Jerry Ymson C2. Wilfred Bagsao C3. Francis Peckley	Session 10: Writing Application Project
10:00 – 10:30		AM Snacks					
10:30 – 12:00		Session 3: The School as an Organization LF/RS: Lourdes Lomas-e, Jasmine Bringas, Pedro Villastiqui	Session 6.a: SBM as identified KRTs LF/RS: C1. Erlinda Quinuan C2. Oliver Tobiaon C3. Jasmine Bringas	Session 7.a: ESIP Phase I: Assess LF/RS: C1. Esther Rizaldo C2. Georgina Ducayso C3. Nestor Dalay-on	Session 8. CI Program and Total Quality Management LF/RS: C1. Jerry Ymson C2. Wilfred Bagsao C3. Francis Peckley	Session 8.d: CI Planning for Implementation LF/RS: C1. Jerry Ymson C2. Wilfred Bagsao C3. Francis Peckley	Session 10.a: Presentation of Application Project
12:00 – 1:00		LUNCH					
1:00 - 3:00	<i>Arrival and Registration (2H)</i>	Session 4: School Structure and Processes LF/RS: Lourdes Lomas-e, Jasmine Bringas, Pedro Villastiqui	Session 6.b: Walkthrough the SBM Assessment Tool LF/RS: C1. Erlinda Quinuan C2. Oliver Tobiaon C3. Jasmine Bringas	Session 7.b: ESIP Phase II: Plan LF/RS: C1. Nixon Elahe C2. Georgina Ducayso C3. Nestor Dalay-on	Session 8.a CI System and Methodology LF/RS: C1. Jerry Ymson C2. Wilfred Bagsao C3. Francis Peckley	Session 9: Partnership & Communication LF/RS: C1. Regina Sarmiento C2. Santiago Bugtong C3. Cresencio Gamay	Session 10.b: Critiquing of Application Project
3:00 - 3:30	<i>Opening Program and Course Overview</i> <i>*Application Project</i> <i>*Kamustahan</i>	Session 5: School Strategic Planning LF/RS: Class 1. Lourdes Lomas-e C2. Jasmine Bringas C3. Pedro Villastiqui	Session 6.c : Assessment of School Based Management Level LF/RS: C1. Jasmine Bringas C2. Pedro Villastiqui C3. Erlinda Quinuan	Continuation....	Session 8.b CI Processes LF/RS: C1. Jerry Ymson C2. Wilfred Bagsao C3. Francis Peckley	Session 9.a: Partnership Development Stages LF/RS: C1. R. Sarmiento C2. Santiago Bugtong C3. Cresencio Gamay	Session 7: Integration and Closing Marlyn Apiit (plenary)
3:30 – 5:00		Application paper	Reflection Journal	School SBM level	CI Project	Communication Plan	Application Project
Outputs							
		Class Managers: Class 1 – Nixon Elahe; Class 2 - Rosita Agnasi; Class 3 – Jasmine Bringas					
		Learning Facilitators: Class 1- Esther Rizaldo/Denia Tarnate; Class 2 – Pedro Villastiqui/Nancy Rosado; Class 3 –Regina Sarmiento/ Oliver Tobiaon					

**SCHOOL HEADS' DEVELOPMENT PROGRAM: FOUNDATION COURSE
TRAINING MATRIX OF MODULE 1: THE SCHOOL HEAD AS AN INSTRUCTIONAL LEADER (November 23 – 29, 2018)**

TIME	DAY 0	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7
7:45-8:00								
8:30-10:00	Session 1: DepEd VMV J. Ande	Session 4: 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 Jasmine Bringas, Nemia Lite, Grail Ayngan	Session 8: Who are our Learner? S. Dupagan, J. Ymson, G. Ayngan	Session 12: The Road Map to Teaching – Learning Process (DLL and DLP) O. Tobiaogon, Jasmine Bringas, S. Dupagan	Session 15: Contextualization: A Promising Approach to Teaching – Learning Process J. Ymson, S. Dupagan, E. Rizaldo	Session 17: Special Programs D. Tarnate, M. Api-it, R. Agnasi	Session 19: Non – formal Education: A Road to Learners' Development and Success M. Talamayan O. Tobiaogon, E. Rizaldo	
10:00-10:30	HEALTH BREAK							
10:30-12:00	Session 2: The School Head as a Person <ul style="list-style-type: none"> Life Spaces Who Am I? Nemia Lite	Session 5: The School Head as a Leader Rosita Agnasi, Nancy Rosado, Teodora Botis	Session 9: What is a Learner Centered School? E. Quinuan, G. Ayngan, S. Dupagan	Session 13: Quality Assurance of Learning Outcomes O. Tobiaogon, P. Villastiqui, W. Bagsao	Continuation ...	Continuation ...	Continuation ...	Continuation ...
12:00-1:00	LUNCH							
1:00-3:00	Session 3: Leadership vs Management <ul style="list-style-type: none"> Film Viewing & Analysis (Lean on Me) A. Payang	Session 6: Leading from Within J. Ymson, S. Dupagan, M. Api-it	Session 10: What's New in the K to 12 Curriculum? F. Peckley, D. Tarnate, L. Lomas-e	Session 14: Pedagogical Principles to Enhance the 21st Century Skills R. Sarmiento L. Lomas-e, M. Api-it	Continuation ...	Continuation ...	Session 18: Learner Support G. Ayngan, T. Botis, L. Lomas-e	Session 20: LRMDS: Its Aspects and Features J. Ymson, E. Taqued, A. Sacyang
3:00-3:30	Opening Program c/o RO	HEALTH BREAK						
3:30-5:00	<ul style="list-style-type: none"> Lecturette on Leadership vs Management Ethical Leadership The Heart of a Leader A. Payang	Session 7: Understanding the Learners' Context Quinuan, P. Villastiqui Nancy Rosado	Session 11: The Relationship of the 21st Century Skills to the Attainment of Quality Education T. Botis, Esther Rizaldo L. Lomas-e	Continuation ...	Session 16: LAC with Planning and Application in the School J. Bringas, P. Villastiqui, E. Quinoan	Continuation ...	Session 21: Integration Session: Instructional Leadership with focus on 21st Century Skills and Closing J. Ande (plenary)	
5:00-5:30	Reflection							
Facilitators: Class 1 – Denia Tarnate/Regina Sarmiento, Class 2 – Rosita Agnasi/Grail Ayngan Class 3 – Jasmine Bringas/Esther Rizaldo Class Managers: Class 1 – Oliver Tobiaogon, Class 2 – Pedro Villastiqui, Class 3 – Teodora Botis								