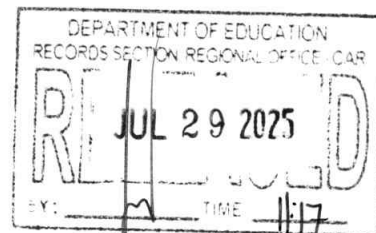




Republic of the Philippines  
**Department of Education**  
CORDILLERA ADMINISTRATIVE REGION



28 July 2025

**REGIONAL MEMORANDUM**  
No. 541.2025

**UPDATES ON THE "STEPPING INTO SCHOOL LEADERSHIP: AN  
ONBOARDING PROGRAM FOR NEW SCHOOL HEADS"**

To: Assistant Regional Director  
Schools Division Superintendents  
All Other Concerned

1. Relative to RM 465 s. 2025 titled Registration of Participants for the "Stepping into School Leadership: An Onboarding Program for School Heads," this office updates the schedule of the School Heads Onboarding Program (SHOP).
2. Due to the inclement weather conditions and to ensure the safety of participants, the **Training of Coaches and Mentors for the School Head Onboarding Program (Batch 1)** is hereby moved from July 28-August 1, 2025 to **August 25-29, 2025**.
3. Other additional details, including the meal schedule, matrix of activities, and online meeting with Resource Persons, will be issued through a separate advisory.
4. Further, the conduct of the Training of Coaches and Mentors for the School Head Onboarding Program (Batches 2 & 3) are postponed until further notice.
5. All other provisions indicated in RM 465 s. 2025 shall remain in place.
6. For queries and clarifications, please contact the Human Resource Development Division – National Educators Academy of the Philippines in the Region (HRDD-NEAPR) through Rosita C. Agnasi, through email address at [car.neapr@deped.gov.ph](mailto:car.neapr@deped.gov.ph).
7. Immediate and widest dissemination of this Memorandum is directed.

  
**ESTELA P. LEON-CARIÑO EdD, CESO III**  
Regional Director, Director IV

//HRDDNEAPCAR/RCA/ESF/2025shonboardingparticipants



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