



Department of Education
Region III
DIVISION OF CITY SCHOOLS
Angeles City

Jesus Street, Pulungbulu, Angeles City
Tel. No. (045) 322-5722; 887-5254; 322-4702 / Fax Nos. (045) 888-0582; 887-6099



October 11, 2016

DIVISION MEMORANDUM

No. 312 s. 2016

**NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES (NEAP)
SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP): FOUNDATION COURSE**

To: Curriculum Implementation Division (CID)
School Governance and Operations Division (SGOD)
School Heads
All Others Concerned

1. As per Regional Memorandum No. 147 s. 2016, entitled *National Educators Academy of The Philippines (NEAP) School Heads Development Program (SHDP): Foundation Course*
2. Participants to the training are the following:
 - A. Batch 1- Group 1
 - a. Module 1 (October 16-22, 2016)
 - b. Module 2 (October 23 – 29, 2016)
 - c. Module 3 (November 6-12, 2016)
 1. Emelita Gomez
 2. Maria Tara Clemente
 3. Helen Cahulogan
 4. Rita Dalusung
 5. Enrique Capulong
 6. Helen Juguilon
 - B. Batch 1 – Group 2
 1. Zenaida Quiambo
 2. Nino Arceo
 3. Nenita Jorquia
 4. Vctoria Torres
 5. Rowena Khoo
 6. Alan Nacu
 - C. Batch 1- Group 3
 1. Eliza Buan
 2. Edweneto Bongo
 3. Elmer Dayrit

4. Hilda Garcia
5. Jennifer Santos
6. Hermes Vargas
7. Nerissa Valdez
8. Laura Paras
9. Joel Masangkay

D. Batch 2- Group 3

- a. Module 1 (November 16-22, 2016)
- b. Module 2 (November 27 – December 3, 2016)
- c. Module 3 (December 5-11, 2016)
 1. Dr. Priscilla Cabuquit
 2. Fernanda Camaya

E. Batch 3- Group 1

- a. Module 1 (November 27 – December 3, 2016)
- b. Module 2 (December 5-11, 2016)
- c. Module 3 (December 16 – 23, 2016)
 1. Jennifer Quiazon
 2. Leonila Timbol
 3. Frederick Simbulan

F. Batch 3 – Group 2

1. Esperanza Nabong
2. Elvira Guina
3. Felix Pineda

G. Batch 3 – Group 3

1. Ariel Perez
2. Leonora Agustin

3. For your information and compliance.


LEILANI SAMSON-CUNANAN
Officer In-Charge *MLB/ML*
Office of the Schools Division Superintendent

**LIST OF FACILITATORS AND CLASS MONITORS
SCHOOL HEADS DEVELOPMENT PROGRAM: FOUNDATION COURSE**

REGIONAL OFFICE NEAP-III FACILITATORS

No.	NAME	POSITION/DESIGNATION	DIVISION
1	Arnel Usman	Education Program Supervisor	HRDD
2	William Bacani	Education Program Supervisor	HRDD
3	Edgardo Serrano	Education Program Supervisor	HRDD
4	Jocelyn Alice Ocampo	Education Program Supervisor	HRDD
5	Wendell Cabrera	Education Program Supervisor	CLMD
6	Eva Imingan	Education Program Supervisor	FTAD
7	Rafael Rubio	Education Program Supervisor	FTAD
8	Ariel Culala	Education Program Supervisor	QAD
9	Matrose Galarion	Education Program Supervisor	PPRD
10	Helen Bose	Education Program Supervisor	CLMD

NEAP-III FACILITATORS WHO ATTENDED THE NATIONAL TRAININGS ON SHDP: FOUNDATION COURSE

No.	NAME	POSITION/DESIGNATION	DIVISION
1	Rodel Lintag	Education Program Supervisor	San Fernando City
2	Ever Samson	Education Program Supervisor	Cabanatuan City
3	Armando Yutuc	Public Schools District Supervisor	Angeles City
4	Garry Dela Cruz	Principal IV	Pampanga
5	Mary Ruth Salonga	Principal III	Gapan City
6	Lauro Lagman	Principal II	Bulacan
7	Rosaline Tuble	Principal II	Pampanga

NEAP-III POOL OF FACILITATORS AND CLASS MONITORS FOR SHDP: FOUNDATION COURSE

No.	NAME	POSITION/DESIGNATION	DIVISION
1	Edgardo S. Nunag	Education Program Supervisor	Angeles City
2	Ma. Esperanza S. Malang	Principal IV	Angeles City
3	Emily F. Sarmiento	Education Program Supervisor	Angeles City
4	Lourdes G. Dela Cruz	Education Program Supervisor	Angeles City
5	Marjorie D. Lacson	Education Program Specialist II	Angeles City
6	Rita D. Bundalian	OIC-Education Program Supervisor	Angeles City
7	Laurenza L. Cabanayan	Senior Education Program Specialist	Aurora
8	Vivian M. Carpio	Principal I	Aurora
9	Rosalinda A. Sison	EPS II/School Head	Aurora
10	John Alvin V. Seradoy	EPS II	Aurora
11	Haydee C. Chavez	Education Program Specialist II	Balanga City
12	Maila M. Capulong	Senior Education Program Specialist	Balanga City
13	Marlyn B. Gerio	Education Program Supervisor	Balanga City
14	Loreta Michelle W. Bamba	Principal II	Bataan
15	Jennifer S. Dominguez	Head Teacher III	Bataan
16	Edwin Riel Bermillo	EPSII	Bataan
17	Jenette M. Candelario	Head Teacher III	Bataan
18	Mar-Elen Fe. G. Refiosa	Senior Education Program Specialist	Bataan

19	Ronaldo A. Punla	EPSII	Bataan
20	Virgilio L. Laggui	Education Program Supervisor	Bulacan
21	Agnes R. Bernardo	Education Program Supervisor	Bulacan
22	Jerry Dimla Cruz	Education Program Supervisor	Bulacan
23	Maria Cristina H. Nogoy	Education Program Supervisor	Bulacan
24	Rainelda M. Blanco	Education Program Supervisor	Bulacan
25	Khristian S. Liwanag	Head Teacher V	Bulacan
26	Carlito G. Dela Cruz	Education Program Supervisor	Bulacan
27	Ma. Lourdes C. Valondo	Principal II	Bulacan
28	Romhel C. Odtohan	Head Teacher III	Bulacan
29	Emmanuel V. Dionisio	Head Teacher VI	Bulacan
30	Odette V. Espiridion	Head Teacher I	Bulacan
31	Jay Arr V. Sangoyo	Head Teacher	Bulacan
32	Guillermo M. Faundo	Head Teacher V	Bulacan
33	Rizaldy C. Pidlaon	Principal II	Bulacan
34	Anastacia Victorino	Education Program Supervisor	Bulacan
35	Enrique F. Dela Cruz	Head Teacher III	Bulacan
36	Marissa Soriano	Head Teacher III	Cabanatuan City
37	Sheila B. Prieto	Education Program Specialist II	Cabanatuan City
38	Gerwin P. Laysa	Head Teacher III	Cabanatuan City
39	Marivic M. Barga	Principal I	Cabanatuan City
40	Leonora C. De Jesus	Principal I	Cabanatuan City
41	Rubilita L. San Pedro	Principal III	Gapan City
42	Mercedes F. Bactol	Principal II	Gapan City
43	Angelito S. Cabrera	Education Program Supervisor	Mabalacat City
44	Anthony Raylay M. Cabigting	Education Program Supervisor	Mabalacat City
45	Agnes C. Cunanan	Education Program Specialist II	Mabalacat City
46	Alma G. Pineda	Education Program Supervisor	Mabalacat City
47	Carmela P. Cabrera	Principal I	Mabalacat City
48	Cristina L. Dizon	Education Program Supervisor	Mabalacat City
49	Ma. Victoria C. Vivo	Principal III	Malolos City
50	Bernadette B. Robles	Education Program Specialist II	Malolos City
51	Nova Santiago	Principal III	Malolos City
52	Jocelyn Manalaysay	Education Program Supervisor	Meycauayan City
53	Ramilo C. Cruz	Education Program Supervisor	Meycauayan City
54	Marilou J. Del Rosario	Education Program Supervisor	Meycauayan City
55	Edward C. Jimenez	Education Program Supervisor	Meycauayan City
56	Jocelyn Manalaysay	Education Program Supervisor	Meycauayan City
57	Winnie W. Poli	Education Program Supervisor	Munoz City
58	Genalyn Tangonan	Principal II	Munoz City
59	Mary Queen P. Orpilla	Head Teacher III	Munoz City
60	Mary Finela L. Bayan	Principal II	Nueva Ecija
61	Jovito J. Duque	Principal III	Nueva Ecija
62	Mauricio F. Angeles	Education Program Specialist II	Nueva Ecija
63	Marichelle M. Merculio	EPSII	Nueva Ecija
64	Ramil P. Polintan	Senior Education Program Specialist	Nueva Ecija
65	Marjorie R. Caballero	Education Program Specialist II	Nueva Ecija
66	Ryan C. Sapao	OIC-Sr. Educ. Program Specialist	Nueva Ecija

67	Edward Garcia	Education Program Supervisor	Olongapo City
68	Roderick A. Tadeo	Education Program Supervisor	Olongapo City
69	Andrew Mar C. Salburo	Education Program Specialist II	Olongapo City
70	Arceli Lopez	SGOD Chief	Pampanga
71	Jane P. Valencia	Senior Education Program Specialist	Pampanga
72	Lilia G. Valdez	Principal II	Pampanga
73	Anna Liza I. Pineda	Public Schools District Supervisor	Pampanga
74	Bernadette V. Lerit	Public Schools District Supervisor	Pampanga
75	Renato B. Canilao	Public Schools District Supervisor	Pampanga
76	Jay M. Lampa	Principal II	Pampanga
77	Willet Perez	Principal I	Pampanga
78	Elmer Meneses	Principal III	Pampanga
79	Ricky Balingit	Principal I	Pampanga
80	Noel Bacani	Principal II	Pampanga
81	Jocelyn Baluyut	Principal II	Pampanga
82	Jayson Santos	Education Program Specialist	Pampanga
83	Joey Garcia	Principal I	Pampanga
84	Cherry G. Vinluan	Education Program Supervisor	Pampanga
85	George Jose Ma. C. Guillas	Education Program Specialist II	Pampanga
86	Rosalin S. Muli	Education Program Supervisor	Pampanga
87	Erich Garcia	Principal I	Pampanga
88	June Cunanan	Education Program Supervisor	Pampanga
89	Leandro Canlas	Education Program Supervisor	Pampanga
90	Lyn M. Esguerra	Public Schools District Supervisor	San Fernando City
91	Ariel D. Garcia	Public Schools District Supervisor	San Fernando City
92	Florita O. David	Senior Education Program Specialist	San Fernando City
93	Estrellita B. Ortiz	Principal I	San Jose City
94	Jocelyn T. Leonardo	Asst. Principal II	San Jose City
95	Mercedes H. Blancas	Education Program Specialist II	San Jose City
96	Marvin Villar	Information Technology Officer	San Jose City
97	Mary Ann M. Neira	Education Program Specialist II	San Jose Del Monte City
98	Geronimo M. Guilalas	Head Teacher III	San Jose Del Monte City
99	Maria Margarita Joven	Head Teacher III	San Jose Del Monte City
100	Lourdes R. Robes	Principal I	San Jose Del Monte City
101	Ruth D. Jimenez	Senior Education Program Specialist	Tarlac City
102	Isagani H. Lopez	Education Program Supervisor	Tarlac City
103	Teddy Joson	Education Program Supervisor	Tarlac Province
104	Bobby P. Caoagdan	Education Program Supervisor	Tarlac Province
105	Lamberto M. Gamurot	Education Program Supervisor	Tarlac Province
106	Lailani M. Junio	Public Schools District Supervisor	Tarlac Province
107	Rosalinda C. Bartolome	Public Schools District Supervisor	Tarlac Province
108	Rally G. Castro	Public Schools District Supervisor	Tarlac Province
109	Nicolasa Camaya	Public Schools District Supervisor	Tarlac Province
110	Allan T. Manalo	Education Program Specialist II	Tarlac Province
111	Guillermo Mantes	Secondary School Principal I	Zambales
112	Rachael F. Esteban	Education Program Specialist II	Zambales

Enclosure No. 3A to DepED Regional Memorandum No. 147, s. 2016

MODULE 1: THE SCHOOL HEAD AS INSTRUCTIONAL LEADER (6 days)							
COURSE SCHEDULE							
Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
7:45 - 8:00			MOL	MOL	MOL	MOL	MOL
8:00 - 8:30		Session 1: Leading from Within 1 (2H)	Session 1D: What is a Learner Centered School? (2H)	Session 2C: Classroom Assessment (3.5H)	Session 2E: Contextualization (7H)	Session 3: Special Interest Programs (3.5H)	Session 5: ALS and ADM (3.5H)
8:30 - 9:00							
9:00 - 9:30							
9:30 - 10:00							
10:00 - 10:30		Break	Break	Break	Break	Break	Break
10:30 - 11:00		Session 1A: Understanding the Learners' Context (1.5H)	Session 2A: K to 12 Curriculum (1.5H)	(Cont.) Session 2C: Classroom Assessment	(Cont.) Session 2E: Contextualization	(Cont.) Session 3: Special Interest Programs	(Cont.) Session 5: ALS and ADM in connection with Education in Emergency
11:00 - 11:30							
11:30 - 12:00							
12:00 - 12:30							
12:30 - 1:00		LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00 - 1:30	Arrival and Registration (2H)	Session 1B: Who are our Learners (2H)	Session 2B.1: Curriculum Standards (3.5H)	Session 2D: K to 12 Pedagogies (3.5H)	(Cont.) Session 2E: Contextualization	Session 4: Learner Support (3.5H)	Session 6: LRMDS (2H)
1:30 - 2:00							
2:00 - 2:30							
2:30 - 3:00							
3:00 - 3:30	Opening Program and Course Overview (2H) with GTKY & Leveling of Expectations	Break	Break	Break	Break	Break	Break
3:30 - 4:00		Session 1C: DepEd VMV (1.5H)	(Cont.) Session 2B.2: Lesson Planning (Daily Lesson Plan and Daily Lesson Log)	(Cont.) Session 2D: K to 12 Pedagogies	(Cont.) Session: LAC with Planning and Application in the School	(Cont.) Session 4: Learner Support	Integration Session: Instructional Leadership with focus on 21st Century Skills and Closing (2H)
4:00 - 4:30							
4:30 - 5:00							
5:00 - 5:30		Reflection	Reflection	Reflection	Reflection	Reflection	
5:30 - 6:00				Fellowship			

Enclosure No. 3B to DepED Regional Memorandum No. 147, s. 2016

MODULE 2: THE SCHOOL HEAD AS ORGANIZATIONAL LEADER (6 days)							
COURSE SCHEDULE							
Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
7:45 - 8:00			MOL	MOL	MOL	MOL	MOL
8:00 - 8:30							
8:30 - 9:00		SBM	School Processes	Continuous Improvement	Continuous Improvement	School Improvement Plan	Partnership & Communication
9:00 - 9:30							
9:30 - 10:00							
10:00 - 10:30		Break	Break	Break	Break	Break	Break
10:30 - 11:00		SBM	School Processes	Continuous Improvement	Continuous Improvement	School Improvement Plan	
11:00 - 11:30							
11:30 - 12:00							
12:00 - 12:30		LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
12:30 - 1:00							
1:00 - 1:30	Arrival and Registration (2H)	SBM	CI	Continuous Improvement	SIP	School Improvement Plan	Integration Session: Instructional Leadership and Closing (2H)
1:30 - 2:00							
2:00 - 2:30							
2:30 - 3:00							
3:00 - 3:30	Opening Program and Course Overview (2H)	Break	Break	Break	Break	Break	
3:30 - 4:00		SBM	CI	Continuous Improvement	SIP	School Improvement Plan	
4:00 - 4:30							
4:30 - 5:00							
5:00 - 5:30		Reflection	Reflection	Reflection	Reflection	Reflection	
5:30 - 6:00				Fellowship			

MODULE 3: THE SCHOOL HEAD AS EXEMPLAR (7 days)								
COURSE SCHEDULE								
Time	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
7:45 - 8:00			MOL	MOL	MOL	MOL	MOL	MOL
8:00 - 8:30		HR Management	HR Management	Fiscal Management	Fiscal Management	Fiscal Management	Leadership	Closing Program
8:30 - 9:00								
9:00 - 9:30								
9:30 - 10:00								
10:00 - 10:30		Break	Break	Break	Break	Break	Break	
10:30 - 11:00		HR Management	HR Management: Learning Action Cell (LAC) Structure with Simulation	Fiscal Management	Fiscal Management	Fiscal Management	Leadership	
11:00 - 11:30								
11:30 - 12:00								
12:00 - 12:30		LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	
12:30 - 1:00								
1:00 - 1:30	Arrival and Registration (2H)	HR Management	Fiscal Management	Fiscal Management	Fiscal Management	Fiscal Management	Leadership	
1:30 - 2:00								
2:00 - 2:30								
2:30 - 3:00								
3:00 - 3:30	Opening Program and Course Overview (2H)	Break	Break	Break	Break	Break	Break	
3:30 - 4:00		HR Management	Fiscal Management	Fiscal Management	Fiscal Management	Ethics	Integration	
4:00 - 4:30								
4:30 - 5:00								
5:00 - 5:30		Reflection	Reflection	Reflection	Reflection	Reflection		
5:30 - 6:00				Fellowship				