



Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS
DIVISION OF CITY SCHOOLS - TAGBILARAN CITY

Office of the Schools Division
Superintendent

May 09, 2024

DIVISION MEMORANDUM

NO: 334 s. 2024

**CUSTOMIZED SCHOOL HEADS DEVELOPMENT PROGRAM FOR ASPIRING
SCHOOL HEADS**

TO: Assistant Schools Division Superintendent
Chief, CID and SGOD
All Public Elementary and Secondary School Heads
Aspiring School Heads
All Others Concerned

1. This Office hereby disseminates Regional Memorandum No. 402 s. 2024 titled “**Customized School Heads Development Program for Aspiring School Heads**” the contents of which are self-explanatory.
2. The participants are required to register through this link: <https://bit.ly/CustomizedSHDP> on May 10, 2024.
3. Please see attached Regional Memorandum for more details.
3. Immediate and wide dissemination of this Memorandum is desired.

For the SDS:

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent


JOHN ARIEL A. LAGURA PhD
OIC, Asst Schools Division Superintendent

WDB/JAAL/SGOD/MCC/ftc



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Republic of the Philippines
Department of Education
REGION VII - CENTRAL VISAYAS

BY [Signature] DATE: 5/8/2024

Office of the Regional Director

REGIONAL MEMORANDUM

No. 402, s. 2024

08 MAY 2024

CUSTOMIZED SCHOOL HEADS DEVELOPMENT PROGRAM FOR ASPIRING SCHOOL HEADS

To: Schools Division Superintendents (SDSs)
All Others Concerned

1. The Department of Education, Regional Office 7, through the Human Resource Development Division (HRDD) in coordination with the twenty (20) Schools Division Offices (SDOs), and RO7 Functional Divisions will conduct the **Customized School Heads Development Program for Aspiring School Heads** on the dates and venues/platform specified below:

Batch	Date	SDOs	Venue/Platform
1	May 13-15, 2024	Bogo City, Carcar City Cebu Province, Talisay City	Ecotech Center
		Bais City, Bayawan City Guihulngan City, Negros Oriental, Tanjay City	MS Teams https://bit.ly/CSHDPBatch1
2	May 15-17, 2024	Cebu City, City of Naga Danao City, Mandaue City Lapu-Lapu City, Toledo City	Ecotech Center
		Bohol, Canlaon City Dumaguete City, Siquijor, Tagbilaran City	MS Teams https://bit.ly/CSHDPBatch2

2. This activity aims to equip aspiring school heads with the necessary competencies for implementing the *MATATAG* Curriculum and DepED Programs and Projects effectively.

3. For guidance and reference, enclosed are the following documents:

- a. Enclosure No. 1 – Program Schedule Matrix
- b. Enclosure No. 2 – Program Management Team
- c. Enclosure No. 3 - List of Participants


4. The participants are required to register through this link, <https://bit.ly/CustomizedSHDP> on or before May 10, 2024.

5. The in-person attendees are required to bring a laptop, extension wire, and portable Wi-Fi router.

6. The meal schedule and check-in/out schedules are provided below.

Batch	First Meal	Last Meal	Check-in	Check-out
1	AM Snacks	Lunch	2:00 PM	12:00 PM
	May 13, 2024	May 15, 2024	May 13, 2024	May 15, 2024
2	PM Snacks	PM Snacks	2:00 PM	12:00 PM
	May 15, 2024	May 17, 2024	May 15, 2024	May 17, 2024

7. The Program Management Team (PMT) members are expected to be at the training venue (DepEd Ecotech Center) on Sunday, May 12, 2024 at 9: 00 AM for the final briefing and training preparations.
8. The first meal for the PMT will be AM snacks on Sunday, May 12, 2024, and the last meal will be dinner on May 17, 2024.
9. The expenses for board and lodging, training supplies, and other expenses incurred relative to this activity shall be charged against the Regional MOOE and other available funds, while traveling and incidental costs of learning facilitators/resource speakers and participants from the SDOs are chargeable to Local School/Division MOOE Funds, subject to the usual accounting and auditing rules and regulations.
10. For more details and clarifications, you may reach us at 09177174965, and look for Mr. Misael G. Borgonia, Chief Education Supervisor – HRDD.
11. For the information and compliance of all concerned.


SALUSTIANO T. JIMENEZ JD, EdD, CESO V
Director IV
Regional Director

CUSTOMIZED SCHOOL HEADS DEVELOPMENT PLAN FOR ASPIRING SCHOOL HEADS (BATCH 1)

May 13-15, 2024

DepEd Ecotech Center, Sudlon, Lahug, Cebu City

PROGRAM SCHEDULE MATRIX

TIME	DAY 1 (May 13, 2024)	DAY 2 (May 14, 2024)	DAY 3 (May 15, 2024)
7:40 – 7:59 AM		Management of Learning (MoL)	Management of Learning (MoL)
8:00 – 9:00 AM	↓ Arrival and Registration ↓ Opening Program ↓ Pre-Test	MATATAG Curriculum and the General Shaping Paper Dr. Gilda G. Bancog	Accountability of Public Officers and Employees/ Child – Protection Policy/ Cancellation of Class
9:01 – 10:00 AM	John Maxwell's 21 Irrefutable Laws of Leadership	Instructional Supervision Dr. Gilda G. Bancog	Alternative Dispute Resolution Atty. Leslie Joie E. Babo Atty. Marivic E. R Atty. Marinel D
10:01 – 11:00 AM	Dr. Emiliano B. Elvar, Jr.	Classroom Assessment in the MATATAG Curriculum Mr. Cesar A. Restaurio	Financial Management Procurement Dr. Merrisa J. O
11:01 AM – 12:00 PM		Collaborative Expertise/ Learning Action Cell	
12:01 - 1:00 PM		LUNCH BREAK	
1:00 – 2:00 PM	PPSSH: Leading Schools to Success	Human Resource Management (HRM)	↓ Post-Test ↓ End-Program-Evaluatic ↓ Closing Program
2:01 – 3:00 PM	Dr. Benjamin D. Tulluzon	Mr. Mistiel G. Borbonia	Home Sweet Home
3:01 – 4:00 PM	School-Based Management	Partnership and Community Engagement	
4:01 – 5:00 PM	Ms. Myrden L. Bryant/ Mrs. Doris F. Esmero	Dr. Sofronio D. Paragoso	
5:00 – 5:15 PM		END-OF-DAY EVALUATION	

CUSTOMIZED SCHOOL HEADS DEVELOPMENT PLAN FOR ASPIRING SCHOOL HEADS (BATCH 2)

May 15-17, 2024

DepEd Ecotech Center, Sudlon, Lahug, Cebu City

PROGRAM SCHEDULE MATRIX

TIME	DAY 1 (May 15, 2024)	DAY 2 (May 16, 2024)	DAY 3 (May 17, 2024)
7:40 – 7:59 AM		Management of Learning (MoL)	Management of Learning (MoL)
8:00 – 9:00 AM		PPSSH: Leading Schools to Success	Human Resource Management (HRM)
9:01 – 10:00 AM		<i>Dr. Benjamin D. Tiongzon</i>	<i>Mr. Misael G. Borja</i>
10:01 – 11:00 AM		School-Based Management	Partnership and Community Engagement
11:01 AM – 12:00 PM		<i>Ms. Merden L. Bryant/ Mrs. Doris F. Esmero</i>	<i>Dr. Sofronio D. Paro</i>
12:01 - 1:00 PM		LUNCH BREAK	
1:00 – 2:00 PM	↓ Arrival and Registration ↓ Opening Program ↓ Pre-Test	MATATAG Curriculum and the General Shaping Paper <i>Dr. Gilda G. Bancog</i>	Accountability of Public Officers and Employees/ Child – Protection Policy/ Cancellation of Class Alternative Dispute Resolution <i>Atty. Leslie Joie E. Babo</i> <i>Atty. Maricor E. R</i> <i>Atty. Maribel D. Or</i>
2:01 – 3:00 PM	John Maxwell's 21 Irrefutable Laws of Leadership ↓ <i>Dr. Emiliano B. Elnar, Jr.</i>	Instructional Supervision <i>Dr. Gilda G. Bancog</i>	
3:01 – 4:00 PM		Classroom Assessment in the MATATAG Curriculum Collaborative Expertise/ Learning Action Cell <i>Mr. Cesar A. Restano</i>	Financial Management Procurement <i>Dr. Meritsa J. C</i>
4:01 – 5:00 PM		<i>Dr. Bryant C. Accar</i>	
5:00 – 5:15 PM	END-OF-DAY EVALUATION		
			↓ Post-Test ↓ End-Program-Evaluation ↓ Closing Program



Republic of the Philippines
Department of Education
 REGION VII - CENTRAL VISAYAS

**CUSTOMIZED SCHOOL HEADS DEVELOPMENT PROGRAM FOR ASPIRING
 SCHOOL HEADS**

Batch 1 – May 13-15, 2024

Batch 2 – May 15-17, 2024

DepEd Ecotech Center, Sudlon, Lahug, Cebu City/MS Teams

PROGRAM MANAGEMENT TEAM

Program Director	Dr. Salustiano T. Jimenez, Regional Director		
Assistant Program Director	Atty. Fiel Y. Almendra, Assistant Regional Director		
Program Manager	Mr. Misael G. Borgonia, Chief, HRDD		
Assistant Program Managers	Dr. Emiliano B. Elnar, Jr., CES - QAD Dr. Benjamin D. Tiongzon, CES - PPRD Dr. Maria Jesusa C. Despojo, CES - CLMD Mr. Tomas T. Pastor, CES - ESSD Ms. Ida F. Cabantan, CAO – ASD Ms. Merden L. Bryant, CES - FTAD		
Finance Officer	Mr. Sylvio H. Sabino, CAO, FD		
Training Manager	Dr. Helen D. Sabino, EPSvr, HRDD		
Assistant Training Manager	Dr. Rosa H. Cabotaje, EPSvr, HRDD		
Training Management Members	Ms. Johnelyn Valleser, EPS II, NEAP-R Mr. John F. Andrada, EPS II, HRDD Dr. Ricky S. Yabo, SEPS, NEAP-R Dr. Mitchelin L. Micabani, EPSvr, HRDD Dr. Reynaldo D. Anto, EPSvr, HRDD		
Logistics Officers/Secretariat	Ms. Roselle S. Aguilar, DM, HRDD Mr. Ferdinand R. Alba, AdAs, NEAP-R		
Quality Assurance, and Monitoring and Evaluation Associates/PMT Monitors	Mr. Rogaciano Bajo, EPSvr, QAD Ms. Cynthia Miro, EPSvr, QAD		
Health and Wellness Officers	Dr. Rogelio John C. Villamor, ESSD Dr. Melissa Paradela, ESSD		
Communication and Technology Officers	Ms. Dimple MancoI, ICTU Mr. Kristian Pondar, ICTU Mr. Reymark Mabunay, ICTU, Ecotech Center Mr. Lester Berdida, PAU		
Learning Facilitators	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> Dr. Emiliano B. Elnar, Jr., QAD Dr. Benjamin D. Tiongzon, PPRD Ms. Merden L. Bryant, FTAD Ms. Doris F. Esmero, FTAD Atty. Leslie Joie E. Babatuan Atty. Marricor E. Ruñez Atty. Marinel D. Oro </td> <td style="width: 50%; border: none;"> Dr. Merinisa C. Olvido, Mandaue City Dr. Bryant C. Acar, CLMD Dr. Gilda G. Bancog, CLMD Mr. Cesar A. Restauero, CLMD Dr. Sofronio D. Paragoso Mr. Misael G. Borgonia, HRDD </td> </tr> </table>	Dr. Emiliano B. Elnar, Jr., QAD Dr. Benjamin D. Tiongzon, PPRD Ms. Merden L. Bryant, FTAD Ms. Doris F. Esmero, FTAD Atty. Leslie Joie E. Babatuan Atty. Marricor E. Ruñez Atty. Marinel D. Oro	Dr. Merinisa C. Olvido, Mandaue City Dr. Bryant C. Acar, CLMD Dr. Gilda G. Bancog, CLMD Mr. Cesar A. Restauero, CLMD Dr. Sofronio D. Paragoso Mr. Misael G. Borgonia, HRDD
Dr. Emiliano B. Elnar, Jr., QAD Dr. Benjamin D. Tiongzon, PPRD Ms. Merden L. Bryant, FTAD Ms. Doris F. Esmero, FTAD Atty. Leslie Joie E. Babatuan Atty. Marricor E. Ruñez Atty. Marinel D. Oro	Dr. Merinisa C. Olvido, Mandaue City Dr. Bryant C. Acar, CLMD Dr. Gilda G. Bancog, CLMD Mr. Cesar A. Restauero, CLMD Dr. Sofronio D. Paragoso Mr. Misael G. Borgonia, HRDD		

**CUSTOMIZED SCHOOL HEADS DEVELOPMENT PROGRAM FOR ASPIRING
SCHOOL HEADS**

Batch 1 - May 13-15, 2024

Batch 2 - May 15-17, 2024

DepEd Ecotech Center, Sudlon, Lahug, Cebu City/MS Teams

LIST OF PARTICIPANTS

{Batch 2 - Virtual/Online}

NO.	NAME	DIVISION
1	Abarquez , Bryan A.	Bohol
2	Abellana , Lorna B.	Bohol
3	Acorda , Nicomedes A.	Bohol
4	Adame , Reynilda D.	Bohol
5	Ado , Joybell C.	Bohol
6	Agas , Maria Eleonor T.	Bohol
7	Agcol , Susana I.	Bohol
8	Agon , Merianne B.	Bohol
9	Aguado , Jay Bee S.	Bohol
10	Aguilar , Mary Grace P.	Bohol
11	Alcular , Francisco P.	Bohol
12	Alperez , Marlon B.	Bohol
13	Alqueza , Gañicano T.	Bohol
14	Amoguis , Len Rochel S.	Bohol
15	Amora , Lezeil M.	Bohol
16	Ampo , Ruel N.	Bohol
17	Ampo , Analiza T.	Bohol
18	Ampo , Rodelia G.	Bohol
19	Añasco , Felix A.	Bohol
20	Añosa , Samuel P.	Bohol
21	Aparece , Jonehl N.	Bohol
22	Aparece , Emma M.	Bohol
23	Arausa , Marites O.	Bohol
24	Arizola , Justine O.	Bohol
25	Astronomo , Ronald B.	Bohol
26	Aton , Lendon D.	Bohol
27	Austral , Aida B.	Bohol
28	Autida , Ma. Leonora B.	Bohol
29	Autida , Jovey Jude A.	Bohol
30	Auxilio , Leah L.	Bohol
31	Auxtero , Raymond Franz A.	Bohol
32	Auxtero , Maria Louela A.	Bohol
33	Auxtero , Cecilio G.	Bohol
34	Auxtero , Raymond Franz A.	Bohol
35	Avelino , Julita P.	Bohol
36	Avenido , Ma. Remedios G.	Bohol
37	Babatuan , Rick B.	Bohol
38	Bachinilla , Thelma C.	Bohol
39	Bacsal , Janice A.	Bohol
40	Bague , Judith N.	Bohol
41	Bailo , Karen A.	Bohol

NO.	NAME	DIVISION
443	Molina , Emmylou D.	Siquijor
444	Olarita , Fermin O.	Siquijor
445	Omongos , Leonito O.	Siquijor
446	Ontoy , Aniely B.	Siquijor
447	Orano , Jovelyn Z.	Siquijor
448	Ovog , Maricar M.	Siquijor
449	Paghasian , Connie Marie S.	Siquijor
450	Paghasian , Judith B.	Siquijor
451	Panzo , Alma B.	Siquijor
452	Pasco , Nestor M.	Siquijor
453	Pojas , Richard S.	Siquijor
454	Ravoso , Eva M.	Siquijor
455	Reloj , Reynalyn M.	Siquijor
456	Rojo , Eli M.	Siquijor
457	Sinda , Cheryl B.	Siquijor
458	Taniedo , Joeven S.	Siquijor
459	Uzarraga , Lilibeth P.	Siquijor
460	Vios , Roche Ike B.	Siquijor
461	Yuson , Neil D.	Siquijor
462	Abueva , Rosalie T.	Tagbilaran City
463	Agua , Catherine D.	Tagbilaran City
464	Arcillas , Oliver G.	Tagbilaran City
465	Barimbao , Maricel O.	Tagbilaran City
466	Bastes , Mae M.	Tagbilaran City
467	Cacho , Charity Lee O.	Tagbilaran City
468	Cajilog , Aly Marie L.	Tagbilaran City
469	Cardinas , Ermila D.	Tagbilaran City
470	Celosia , Rex U.	Tagbilaran City
471	Cuadra , Jepson Y.	Tagbilaran City
472	Cubero , Lee Roy B.	Tagbilaran City
473	Datoy , Florafel C.	Tagbilaran City
474	Duron , Geraldine C.	Tagbilaran City
475	Estodillo , Maria Jane E.	Tagbilaran City
476	Fortich , Maria Sandra Isabel S.	Tagbilaran City
477	Fronteras , Aljon S.	Tagbilaran City
478	Geangan , Chona O.	Tagbilaran City
479	Jala , Glaiza T.	Tagbilaran City
480	Lodonia , Edsel A.	Tagbilaran City
481	Lumayog , Lorna B.	Tagbilaran City
482	Malaya , Robert B.	Tagbilaran City
483	Manatad , Gemma B.	Tagbilaran City
484	Membreve , Jonathan D.	Tagbilaran City
485	Mende , Rachel B.	Tagbilaran City
486	Omapas , Mira Luz L.	Tagbilaran City
487	Pastolero , Maria Vivina M.	Tagbilaran City
488	Patos , Angelita A.	Tagbilaran City
489	Polo , Jay B.	Tagbilaran City
490	Salutan , Rowena C.	Tagbilaran City
491	Seloterio , Nora L.	Tagbilaran City
492	Sisican , Jacqueline A.	Tagbilaran City

NO.	NAME	DIVISION
493	Sunit , Roselle M.	Tagbilaran City
494	Zamora , Christine Tiara T.	Tagbilaran City