



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

Office of the Schools Division
Superintendent

August 7, 2025

DIVISION MEMORANDUM

NO: 519 s. 2025

**LIST OF PARTICIPANTS FOR THE SCHOOL HEADS DEVELOPMENT PROGRAM
ADVANCED COURSE "ELEVATING PERFORMANCE: ADVANCED LEADERSHIP AND
MANAGEMENT FOR SCHOOL LEADERS"**

TO: Assistant Schools Division Superintendent
All Public Elementary and Secondary School Heads
All Others Concerned

1. This Office hereby disseminates RM. NO. 0772 s. 2025 titled "**List of Participants for the School Heads Development Program Advanced Course "Elevating School Performance: Advanced Leadership and Management for School Leaders,"**" the contents of which are self-explanatory.
2. Please see attached Memorandum for more details.
3. Immediate and wide dissemination of this Memorandum is desired.

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

WDB/JAAL/SGOD/MCC/ftt



Address: H. Zamora St., Dampas, Tagbilaran City, Bohol
Telephone Nos.: (038)427-1702; (038)427-2506; (038)422-8177
(038)427-6718; (038)544-2147
Email Address: tagbilarancity.division@deped.gov.ph



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



Office of the Regional Director

REGIONAL MEMORANDUM

No. **0773**, s. 2025

07/28/2025
 RECEIVED SGT (21)
 8/4/25 @ 4:26 PM

**LIST OF PARTICIPANTS FOR THE SCHOOL HEADS DEVELOPMENT PROGRAM
 ADVANCED COURSE "ELEVATING SCHOOL PERFORMANCE: ADVANCED
 LEADERSHIP AND MANAGEMENT FOR SCHOOL LEADERS"**

To: Schools Division Superintendents
 Assistant Schools Division Superintendents
 All Others Concerned

1. Pursuant to DM-OUHROD-2025-1515, from Usec. Wilfredo E. Cabral and Asec Carmela C. Oracion dated June 11, 2025, this Office, through the Human Resource Development Division (HRDD) disseminates the enclosed **List of Participants for the School Heads Development Program Advanced Course "Elevating School Performance: Advanced Leadership and Management for School Leaders"**.
2. For details, attached is the Communication.
3. For queries, you may reach us through 0917-711-1697 and look for Mr. Misael G. Borgonia, Chief Education Supervisor of the Human Resource Development Division and NEAP-R Focal Person.
4. For the information and compliance of all concerned.



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

SEE FAX HRDD-MOR-1606



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
 Telephone Number: 639773295904 loc. 101



DepEd Tayo Region VII



region7.de



Republic of the Philippines
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4 - Template for the List of Endorsed Participants and PMT Member

June 26, 2025

WILFREDO E. CABRAL

Undersecretary
Human Resource and Organizational Development

CARMELA C. ORACION

Assistant Secretary
Human Resource and Organizational Development
[National Educators Academy of the Philippines]

Attention:

JENNIFER E. LOPEZ

Director IV
National Educators Academy of the Philippines

Dear Sir:

Respectfully submitting the list of qualified school heads to attend the **School Heads Development Program (SHDP) for Career Stage 4** titled: **Elevating School Performance: Advanced Leadership and Management for School Leaders**

BATCH 1 (JUNE 30-JULY 4, 2025)							
NO.	NAME (LAST, FIRST, MIDDLE INITIAL)	POSITION	SCHOOLS DIVISION OFFICE	SCHOOL NAME	SCHOOL CATEGORY	SCHOOL SIZE	AVERAGE PERFORMANCE RATING (3 YEARS)
1	LIMBAGO, SUSANA J.	PRINCIPAL II	BOHOL	BACLAYON CENTRAL ELEM SCHOOL	ELEMENTARY	MEDIUM	4.49
2	ESPEJO, MA. ROBILLA O.	PRINCIPAL II	BOHOL	BIKING TECHNICAL VOCATIONAL HIGH SCHOOL	SECONDARY	LARGE	4.47
3	YAMYAMIN, NOREEN	PRINCIPAL II	CARCAR CITY	PERRELOS NATIONAL HIGH SCHOOL	SECONDARY	MEDIUM	4.8



Republic of the Philippines
Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4 - Template for the List of Endorsed Participants and PMT Member

4	OLIVA, PHAMELA A.	PRINCIPAL IV	CEBU CITY	DON VICENTE RAMA MEMORIAL ES	ELEMENTARY	MEGA	4.5
5	CABANIG, ALADIN E.	PRINCIPAL II	CEBU PROVINCE	TUGBONGAN ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.59
6	TUBIGON, ALAN	PRINCIPAL II	CEBU PROVINCE	PUNTA ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.49
7	TAPERE, JUDY R.	PRINCIPAL II	CEBU PROVINCE	TONGGO INTEGRATED SCHOOL	INTEGRATED	MEDIUM	4.49
8	NUÑEZ, ANDRES M.	PRINCIPAL II	CITY OF NAGA	DON EMILIO CANONIGO NATIONAL HIGH SCHOOL	SECONDARY	LARGE	4.23
9	ANTIG, MARILYN G.	PRINCIPAL III	DANAOCITY	BAYABAS INTEGRATED SCHOOL	INTEGRATED	MEDIUM	4.70
10	ACLAN, LEANDRA T.	PRINCIPAL II	LAPU-LAPU CITY	TALIMA ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.1
11	VERTULFO, RIA M.	PRINCIPAL III	MANDAUE CITY	OPAO ELEMENTARY SCHOOL	ELEMENTARY	MEGA	4.94
12	ROXAS, MARIA CHONA B.	PRINCIPAL II	TAGBILARAN CITY	BOOY ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.1
13	SALCEDA, ROREEN EMILY V.	PRINCIPAL II	TALISAY CITY	TALISAY CITY CENTRAL ELEMENTARY SCHOOL	ELEMENTARY	LARGE	4.728
14	SAMPER, MELCHOR JR. B.	PRINCIPAL II	TOLEDO CITY	AWIHAO ELEMENTARY SCHOOL	ELEMENTARY	LARGE	4.48
PROGRAM MANAGEMENT TEAM MEMBER BATCH 1							
No.	Name (Last, First, Middle Initial)		Position		Office		



Republic of the Philippines
Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4 - Template for the List of Endorsed Participants and PMT Member

BATCH 2 (August 25-29, 2025)							
NO.	NAME (LAST, FIRST, MIDDLE INITIAL)	POSITION	SCHOOLS DIVISION OFFICE	SCHOOL NAME	SCHOOL CATEGORY	SCHOOL SIZE	AVERAGE PERFORMANCE RATING (3 YEARS)
1	ARNOCO, GRACE R.	PRINCIPAL II	BOGO CITY	LIBERTAD ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.788
2	BALBAGUIO, RYAN	PRINCIPAL II	BOHOL	DAGOHOY CENTRAL ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.51
3	LAGUITAO, MARYCHEL C.	PRINCIPAL III	BOHOL	VALENCIA TECHNICAL VOCATIONAL HIGH SCHOOL	SECONDARY	VERY LARGE	4.53
4	CANENCIA, JOEL F.	PRINCIPAL II	CARCAR CITY	LIBURON ELEMENTARY SCHOOL	ELEMENTARY	LARGE	4.56
5	MANGUILIMOTAN, NANCY A.	PRINCIPAL IV	CEBU CITY	LABANGON ELEMENTARY SCHOOL	ELEMENTARY	LARGE	4.5
6	MIER, MARIBETH	PRINCIPAL II	CEBU PROVINCE	LANGTAD ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.83
7	MONTEALEGRE, GIOVANNI B.	PRINCIPAL II	CEBU PROVINCE	BAGASAWA ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.69
8	SUQUIB, JUDILYN	PRINCIPAL II	CEBU PROVINCE	NANGKA ELEMENTARY SCHOOL	ELEMENTARY	LARGE	4.49
9	ROSALES, SHARON ROSE F.	PRINCIPAL II	CITY OF NAGA	CANTAO-AN ELEMENTARY SCHOOL	ELEMENTARY	MEDIUM	4.719
10	LEONILYN L. RAMOS	PRINCIPAL II	DANAOCITY	ESTEFA O. MONTE MNHS	SECONDARY	MEDIUM	4.72
11	LINA M. MAISO	PRINCIPAL II	LAPU-LAPU CITY	MARIBAGO HIGH SCHOOL	SECONDARY	MEDIUM	4.43



Republic of the Philippines
Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4 - Template for the List of Endorsed Participants and PMT Member

12	PETANCIO, IRIS MAE A.	PRINCIP AL III	MANDAUE CITY	SUBANGDA KU ELEMENTA RY SCHOOL	ELEMENTA RY	MEGA	4.9
13	OMASAS, MARIA RACHEL S.	PRINCIP AL II	TAGBILAR AN CITY	COGON ELEMENTA RY SCHOOL	ELEMENTA RY	LARGE	4.325
14	DELA CERNA, JULIET A.	PRINCIP AL I	TALISAY CITY	DUMLOG ELEMENTA RY SCHOOL	ELEMENTA RY	MEDIU M	4.617
15	BORAGONIA, JEANAH D.	PRINCIP AL III	TOLEDO CITY	SOUTH CITY CENTRAL SCHOOL	ELEMENTA RY	VERY LARGE	4.943
16	LEPITEN, MERGEAN A.	PRINCIP AL III	TOLEDO CITY	DON ANDRES SORIANO ELEMENTA RY SCHOOL	ELEMENTA RY	VERY LARGE	4.57
PROGRAM MANAGEMENT TEAM - BATCH 2							
NO	NAME (LAST, FIRST, MIDDLE INITIAL)			POSITION		OFFICE	
1	VALLESER, JOHNELYN MARIE D.			EDUCATION PROGRAM SPECIALIST II		NEAP-R7	

For your consideration.

Sincerely yours,

SALUSTIANO T. JIMENEZ JD, EdD, CESO III
 Regional Director



Republic of the Philippines
Department of Education
OFFICE OF THE UNDERSECRETARY FOR LEARNING SYSTEMS

July 29, 2025

ADVISORY

Conduct of the School Heads Development Program Advanced Course "Elevating School Performance Advanced Leadership and Management for School Leaders"

This refers to Memorandum DM-OUHROD-2025-1515 with the subject **Conduct of the School Heads Development Program Advanced Course "Elevating School Performance Advanced Leadership and Management for School Leaders"**. The conduct of the program for **Batch 2** is scheduled on **August 25 to 29, 2025**, at **NEAP Baguio**.

In line with this, the travel expenses of Resource Persons and PMT members from the regions will be charged to the HRD/HRTD Funds or other Local Funds of the Regional Offices (ROs), School Division Offices (SDOs), or schools subject to the usual accounting and auditing rules and regulations.

Please be informed that the Opening Program will now be held on **August 24, 2025, at 2:30 p.m.**, instead of August 25, 2025, at **NEAP Baguio**. Venue arrangements and logistical matters will be facilitated on-site. The first meal to be provided shall be dinner.

Additionally, the conduct of the Online Orientation Meetings shall be scheduled accordingly:

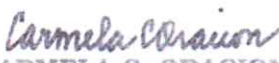
Date and Time	Target Participants	Microsoft Teams Meeting Link
7 August 2025 10:00 a.m.	Resource Person	tinyurl.com/SHDP-CS4B2-RPOr
14 August 2025 2:00 p.m.	RO/SDO endorsed PMT members	tinyurl.com/SHDPCS4B2-PMTOr

Please see the attached List of updated Resource Persons for Batch 2.

All participants are advised to arrive at the venue by **12:00 noon on August 24, 2025**, and check out by **1:00 p.m. on August 29, 2025**. Strict adherence to this schedule is requested.

For further information, please coordinate with **Ms. Ailene F. Duterte**, Senior Education Program Specialist of NEAP through email at ncap.pdd@deped.gov.ph or landline (02) 8715-9919.

For immediate dissemination and appropriate action.


CARMELA C. ORACION
Assistant Secretary
Officer-in-Charge
Undersecretary for Learning Systems



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1- List of Resource Persons for Batch 2

No.	Name	Position	Station
Resource Persons			
1	Ma. Criselda G. Ocang	ASDS	SDO Urdaneta City, Region I
2	Carina Untalasco	Principal	SDO Pangasinan I, Region I
3	Adonis Ceperez	OIC-ASDS	SDO Nueva Ecija, Region III
4	Mauricio Angeles	PSDS	SDO Nueva Ecija, Region III
5	Roderick Tadeo	Principal	SDO Olongapo City, Region III
6	Luz Osmena	CES	QAD, Region IV-A
7	Lorna Medrano	CES	SDO Lipa City, Region IV-A
8	Evelyn P. Navia	Principal	SDO Laguna Region IV-A
9	Cristina Salazar	CES	SDO Antipolo, Region IV-A
10	Erma Valenzuela	CES	SDO San Pedro, Region IV-A
11	Irene Dayandante	PSDS	SDO Camarines Sur, Region V
12	Joy Cabrera	ASDS	SDO Masbate City, Region V
13	Sarah Ganancial	Principal	SDO Guimaras, Region VI
14	Roger Z. Rochar	OIC-ASDS	SDO Victorias City, Region VI
15	Samuel Malayo	ASDS	SDO Roxas City, Region VI
16	Diana Flor D. Eco	Principal	SDO Northern Samar, Region VIII
17	Aura O. Aguilar	Principal	SDO Southern Leyte, Region VIII
18	Lyna Basri	ASDS	SDO Isabela City, Region IX
19	Jeryl Casilao.	Principal	SDO Pagadian City, Region IX
20	Raymond Salvador	ASDS	SDO Zamboanga City, Region IX



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

No.	Name	Position	Station
21	Enerio Ebisa	CES	HRDD, Region X
22	Myra P. Mebato	ASDS	SDO Iligan City, Region X
23	Roberto D. Napere	ASDS	SDO Bukidnon, Region X
24	Shambaeh A. Usman	SDS	SDO Tangub City, Region X
25	Rexan Bolotaolo	Principal	SDO Agusan del Norte, CARAGA
26	Renato Felipe Jr	PSDS	SDO Manila City, NCR
27	Lilibeth Gozo	Principal	SDO Valenzuela City, NCR
28	Filmore Caballero	CES	SDO Valenzuela City, NCR
29	Josefino Pogoy	CES	SDO San Juan, NCR
30	Marco Meduranda	CES	SDO Navotas, NCR



Republika ng Pilipinas

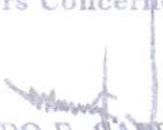
Department of Education


OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025-1516

TO : Regional Directors
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
All Others Concerned

FROM : 
WILFREDO E. CABRAL
Undersecretary
Human Resource and Organizational Development


CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : CONDUCT OF THE SCHOOL HEADS DEVELOPMENT PROGRAM
ADVANCED COURSE "ELEVATING SCHOOL PERFORMANCE:
ADVANCED LEADERSHIP AND MANAGEMENT FOR SCHOOL
LEADERS"

DATE : 11 June 2025

1. The National Educators Academy of the Philippines (NEAP) will conduct the **School Heads Development Program (SHDP) Advanced Course "Elevating School Performance: Advanced Leadership and Management for School Leaders,"** with the following schedule and details:

Activity	Date	Venue
SHDP Advanced Course: "Elevating School Performance: Advanced Leadership and Management for School Leaders - Batch 1"	30 June - 04 July 2025	NEAP Baguio
SHDP Advanced Course: "Elevating School Performance: Advanced Leadership and Management for School Leaders - Batch 2"	25-29 August 2025	NEAP Baguio

2. Targeting current and aspiring Career Stage (CS) 4 school heads, this program has the following objectives:

- a. Ensure that CS 4 school heads model the highest standards of practice in performing their functions as instructional leaders and administrative managers;
- b. Capacitate CS 4 school heads to empower the wider school community in the school-level implementation of policies, programs, and projects towards transformation; and
- c. Enable CS 4 school heads to inspire fellow school leaders and school personnel to continuously pursue excellence and create lifelong impact on the school community.

3. **The Regional Offices (ROs) are requested to endorse fifteen (15) school heads** per batch to participate in the program, based on the following criteria:

- a. **Currently occupying Principal IV position** with at least **Very Satisfactory** performance rating;
- b. **Currently holding Principal II position for at least five (5) years** or **Principal III position for at least three (3) years**, with the following considerations:
 - Has received **Outstanding performance rating for the past three (3) consecutive years**; and
 - Has demonstrated **high potential for Principal IV position**, as evidenced by leadership accomplishments, innovative practices, and endorsements from supervisors
- c. Has no pending administrative cases; and
- d. Of good moral character.

4. Furthermore, the ROs must ensure equitable distribution of slots across Schools Division Offices (SDOs), considering all school types and categories.

5. Enclosed are the following documents, for reference:

- a. **Enclosure 1** *List of Resource Persons and Program Management Team (PMT) Members*
- b. **Enclosure 2** *Regional Allocation of Participants and RO/SDO PMT Members per Batch*
- c. **Enclosure 3** *Indicative Program of Activities and Training Details*
- d. **Enclosure 4** *Template for the List of Endorsed Participants and PMT Members (tinyurl.com/SHDP-EndorsedList)*
- e. **Enclosure 5** *Meal Provision and Accommodation Details*

6. The *List of Endorsed School Heads and PMT Members* must be submitted to NEAP through the link tinyurl.com/SHDP-CS4-Submission on or before **27 June 2025**. The endorsed school heads and PMT members are enjoined to register through the link tinyurl.com/SHDPCS4 to confirm their participation in the program on or before the same date.

The participants are reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).

8. The participants' board and lodging will be charged against NEAP Human Resource Development (HRD) Fund while transportation, per diem, and other incidental expenses will be charged to local funds subject to the usual accounting and auditing rules and regulations.
9. Should you have questions and concerns, please coordinate with **Ms. Ailene Duterte** or **Mr. Dustin Troy Joson**, Senior Education Program Specialists, NEAP Professional Development Division, through email neap.pdd@deped.gov.ph or landline (02) 8715-9919.
10. For immediate dissemination and appropriate action.

Copy furnished:

OFFICE OF THE SECRETARY

OFFICE OF THE UNDERSECRETARY FOR OPERATIONS



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1- List of Resource Persons for Batches 1 and 2 and NEAP Program Management Team

No.	Name	Position	Station
Resource Persons			
1	Christian Giron	Principal I	SDO Ilocos Sur, Region I
2	Ma. Criselda G. Ochang	ASDS	SDO Urdaneta City, Region I
3	Rosalie Cabarius	Principal III	SDO Tarlac City, Region III
4	Adonis Ceperez	OIC-ASDS	SDO Nueva Ecija, Region III
5	Mauricio Angeles	PSDS	SDO Nueva Ecija, Region III
6	Roderick Tadeo	Principal IV	SDO Olongapo City, Region III
7	Melanie An Carandang	Principal II	SDO Lipa City, Region IV-A
8	Luz Osmena	CES	QAD, Region IV-A
9	Lorna Medrano	CES	SDO Lipa City, Region IV-A
10	Marylou Argamosa	Principal I	SDO Ligao, Region V
11	Irene Dayandante	PSDS	SDO Camarines Sur, Region V
12	Joy Cabrera	ASDS	SDO Masbate City, Region V
13	Elnor Luna	Principal I	SDO Aklan, Region VI



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

14	Roshen Batan	Principal II	SDO Roxas City, Region VI
15	Sarah Ganancial	Principal IV	SDO Guimaras, Region VI
16	Roger Z. Rochar	OIC-ASDS	SDO Victorias City, Region VI
17	Samuel Malayo	ASDS	SDO Roxas City, Region VI
18	Lyna Basri	Principal IV	SDO Isabela City, Region IX
19	Jeryl Casilao	Principal IV	SDO Pagadian City, Region IX
20	Raymond Salvador	ASDS	SDO Zamboanga City, Region IX
21	Enerio Ebisa	CES	HRDD, Region X
22	Wendy Lynn Conejar	Principal	SDO Davao del Sur, Region XI
23	Jurgenne Diadian	Principal III	SDO Agusan del Sur, CARAGA
24	Rexan Bolotaolo	Principal IV	SDO Agusan del Norte, CARAGA
25	Cristy Jabonillo	Principal IV	SDO Bais City, NIR
26	Renato Felipe Jr	PSDS	SDO Manila City, NCR
27	Lilibeth Gozo	Principal IV	SDO Valenzuela City, NCR
28	Filmore Caballero	CES	SDO Valenzuela City, NCR
29	Felicia Yeban	Faculty	Philippine Normal University



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

30	Gilbert Arrieta	Faculty	Philippine Normal University
NEAP Program Management Team			
31	Marife T. Morecilla	PDO V	NEAP- PDD
32	Alexander T. Simagala	PDO IV	
33	Ailene F. Duterte	SEPS	
34	Dustin Troy R. Josen	SEPS	
35	Hanifa T. Hadji Abas	EPS II	
36	Jufael P. Pulvosa	PDO II	
37	Chelsea Sagun	TA II	
38	Bradley Annon	TA II	



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2- Number of Allocated Participants and RO/SDO PMT per Activity

Region	Elevating School Performance: Advanced Leadership and Management for School Leaders (Batch 1)		Elevating School Performance: Advanced Leadership and Management for School Leaders (Batch 2)	
	PMT Member (RO/SDO Program Focal)	Principal IV/ Principal II-III highly potential to be P4	PMT Member (RO/SDO Program Focal)	Principal IV/ Principal II-III highly potential to be P4
NCR	1	15		15
CAR	1	15		15
I	1	15		15
II	1	15		15
III	1	15		15
IV-A	1	15		15
IV-B		15	1	15
V		15	1	15
VI		15	1	15
NIR		15	1	15
VII		15	1	15
VIII		15	1	15
IX		15		15
X		15		15
XI		15		15
XII		15		15
CARAO A		15		15
TOTAL	6	255	6	255



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 3- Indicative Program of Activities and Training Details

A. Program Matrix

Elevating School Performance: Advanced Leadership and Management Course
for Career Stage 4 School Heads

BATCH 1 | June 30 – July 4, 2025

BATCH 2 | August 25 – 29, 2025

Venue: To be announced through an Advisory

Time	Day 0	Day 1			
7:30 - 8:00 AM		Registration			
8:00 - 8:30 AM		Opening Program			
8:30 - 9:00 AM		Pre-Test			
9:00 - 12:30 PM	Arrival of Participants at the Venue	Session 1: Strategic School Leadership: Weaving Meaning and Purpose			
		Session 2: Reflective Practice: Strengthening School Planning, Implementation, and Monitoring Through Data-Driven Leadership			
12:30 - 1:30 PM		Lunch Break			
1:30 - 4:30 PM	Registration	Session 3: Leading with Evidence: Advancing Research-Driven Innovation and Strategic Program Implementation			
		Session 4: From Echo to Equity: Institutionalizing Learner Voice in Strategic Leadership			
4:30 - 5:00 PM		Reminders and End-of-Day Evaluation			
Time	Day 2	Day 3	Day 4	Day 5	
8:00 - 8:30 AM	Preliminaries				
8:30 - 12:00 PM	Session 5: Transforming Data into Impact: Leading Excellence in	Session 9: Leading Innovative Curriculum and Career Pathways:	Session 12: Systems Leadership for Safe, Inclusive, and Supportive Learning	Session 16: exceeding the Management of Diverse Relationships	



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

	School Records Management	Strategizing Contextualization and Opportunities for Learners	Environments and Discipline Frameworks	and School Organizations
	Session 6: Financial Stewardship for Strategic Impact: Leading with Integrity and Innovation	Session 10: Leading with Excellence: Strengthening Teaching Through Feedback and Mentorship	Session 13: Leadership Excellence in High Standards of Practice	Session 17: Exemplified Practices in Managing Inclusivity in Schools
12:00 – 1:00 PM	Lunch Break			
	Session 7: Beyond Compliance: Innovating School Facilities and Safety for Resilience and Excellence	Continuation of Session 10	Session 14: Exemplary Leadership and Professional Development Initiatives	Session 18: Fostering Best Practices in Community Engagement
1:00 – 4:00 PM	Session 8: Empowering Human Capital: Advanced Leadership in Staff Management and Navigating Emerging Challenges	Session 11: Leading with Fostering Accountability and Innovation in Learning	Session 15: Unwavering Commitment to the Welfare of the School Community	Post-Assessment
	Reminders and End-of-Day Evaluation			2:30 PM
	PMT Debriefing			End-of-Day Evaluation
4:00 – 5:00 PM				Closing Program
				3:00 PM
				Departure from Venue





Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

B. Orientation of Program Management Team

Activity	Expected Attendees	Date	Modality
Orientation of Program Management Team	RO Endorsed PMT	June 27, 2025	Online (MS Teams link will be sent directly to the registered DepEd email of the endorsed personnel)

C. Orientation of the Resource Persons

Activity	Expected Attendees	Date	Modality
Orientation of Resource Persons	Resource Person	June 19, 2025	Online (MS Teams link will be sent directly to the registered DepEd email of the endorsed personnel)



Republika ng Pilipinas
Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4- Template for the List of Endorsed Participants and PMT Member

[DATE]

WILFREDO E. CABRAL

Undersecretary
 Human Resource and Organizational Development

CARMELA C. ORACION

Assistant Secretary
 Human Resource and Organizational Development
 (National Educators Academy of the Philippines)

Attention:

JENNIFER E. LOPEZ

Director IV
 National Educators Academy of the Philippines

Dear Sir:

Respectfully submitting the list of qualified school heads to attend the **School Heads Development Program (SHDP) for Career Stage 4** titled: **Elevating School Performance: Advanced Leadership and Management for School Leaders**

BATCH 1 (June 30-July 4, 2025)							
No.	Name (Last, First, Middle Initial)	Position	Schools Division Office	School Name	School Category	School Size	Average Performance Rating (3 years)
1							
2							
3							
4							
5							
6							
7							



Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

8							
9							
10							
11							
12							
13							
14							
15							

Program Management Team Member
Batch 1

No.	Name (Last, First, Middle Initial)	Position	Office
1			

BATCH 2 (August 25-29 2025)

No.	Name (Last, First, Middle Initial)	Position	Schools Division Office	School Name	School Category	School Size	Average Performance Rating (3 years)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							





Republika ng Pilipinas
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

13							
14							
15							
Program Management Team Member – Batch 2							
No.	Name (Last, First, Middle Initial)	Position			Office		
1							

For your consideration.

Sincerely yours,

<Name and Signature>
Regional Director



Republika ng Pilipinas
Department of Education
 NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 5- Meal Provision and Accommodation Details

BATCH 1 | June 30 – July 4, 2025
BATCH 2 | August 25 – 29, 2025

Provisions	Day 0	Day 1	Day 2	Day 3	Day 4	Day 5
	Sun	Mon	Tue	Wed	Thu	Fri
Breakfast		✓	✓	✓	✓	✓
AM Snack		✓	✓	✓	✓	✓
Lunch		✓	✓	✓	✓	✓
PM Snack		✓	✓	✓	✓	✓
Dinner	✓	✓	✓	✓	✓	
Room	✓	✓	✓	✓	✓	

Check-in: Day 0 - 2:00 p.m.

Check-out: Day 5 – 2:00 p.m.