



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

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
No. 881 , s. 2025

December 2, 2025


**NEW SCHEDULE FOR THE TRAINING OF COACHES AND MENTORS ON STEPPING
INTO SCHOOL LEADERSHIP: AN ONBOARDING PROGRAM FOR NEW SCHOOL
HEADS**

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

1. This Office, through the School Governance and Operations Division, is disseminating Regional Memorandum No. 1199, s. 2025, titled **“New Schedule for the Training of Coaches and Mentors on Stepping into School Leadership: An Onboarding Program for New School Heads.”**
2. For complete details, kindly refer to the attached document.
3. Immediate dissemination of this information and guidance are desired.

For the SDS:

WILFREDA D. BONGALOS PhD CESO V
Schools Division Superintendent


JOHN ARIEL A. LAGURA PhD
OIC Assistant Schools Division Superintendent

WDB/JAAL/SGOD/MCC/rdo



H. Zamora St., Dampas, Tagbilaran City, Bohol
(038)427-1702; (038)427-2506
tagbilarancity.division@deped.gov.ph
<http://www.depedtagbilaran.org>



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

0014592

24 NOV 2025

Office of the Regional Director

received SGD: (M)
11/26/25 @ 10:21 am

REGIONAL MEMORANDUM

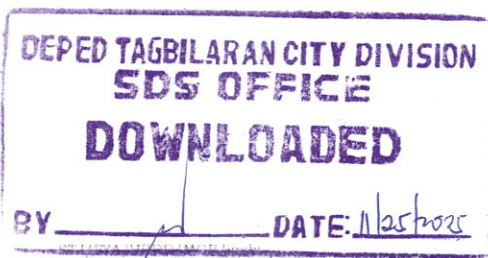
No. 1199, s. 2025

24 NOV 2025

NEW SCHEDULE FOR THE TRAINING OF COACHES AND MENTORS ON STEPPING INTO SCHOOL LEADERSHIP: AN ONBOARDING PROGRAM FOR NEW SCHOOL HEADS

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

1. Attached is an Advisory from Dir. Michael Joseph P. Cabauatan dated November 20, 2025 regarding the **New Schedule for the Training of Coaches and Mentors on Stepping into School Leadership: An Onboarding Program for New School Heads**, which is self-explanatory.
2. For reference, the enclosed communications are as follows:
 - a. DM-OUHROD-2025-1654, *Conduct of the Stepping into School Leadership: An Onboarding Program for New School Heads*
 - b. RM-0775, s. 2025, *List of Participants for the Stepping into School Leadership: An Onboarding Program for New School Heads*
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 information and immediate dissemination.



G

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



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Number: 639773295904 local 700



DepEd Tayo Region VII



region7.deped.gov.ph





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

November 20, 2025

ADVISORY

*Training of Coaches and Mentors on Stepping into School Leadership:
An Onboarding Program for New School Heads*

1. This advisory has reference to **DM-OUHROD-2025-1654** with the subject **Conduct of the Stepping into School Leadership: An Onboarding Program for New School Heads**, dated June 20, 2025.
2. In line with recent adjustments to the training schedules, please be informed that the training delivery for the **Training of Coaches and Mentors on Stepping into School Leadership: An Onboarding Program for New School Heads** will now be held on the following dates and venues:

Activity	Dates	Venue
Training of Coaches and Mentors on Stepping into School Leadership: An Onboarding Program for New School Heads (Batch 2)	January 12-16, 2026	NEAP Training Facility, Teachers Camp, Baguio City
Training of Coaches and Mentors on Stepping into School Leadership: An Onboarding Program for New School Heads (Batch 3)	February 9-13, 2026	NEAP Training Facility, Teachers Camp, Baguio City

3. Please be reminded that **January 11** and **February 8** are designated as **Day 0** for the Resource Persons and the Program Management Team (PMT).
4. A separate advisory will be released should there be any further changes or adjustments to the details of the said program.
5. The following attachments are enclosed with this advisory for reference and guidance:

Enclosure 1 : *List of Program Management Team and Resource Speakers/ National Technical Working Group Members*

Enclosure 2 : *Accommodation and Meal Provision*

6. For any questions or concerns, you may coordinate with **Mr. Billy Rei M. Pagba**, Senior Education Program Specialist of NEAP-PDD, through email at billyrei.pagba@deped.gov.ph or neap.pdd@deped.gov.ph.

MICHAEL JOSEPH P. CABAUATAN
Director III, NEAP





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

Enclosure 1

**LIST OF PROGRAM MANAGEMENT TEAM AND RESOURCE SPEAKERS/NATIONAL
TECHNICAL WORKING GROUP MEMBERS**

A. Program Management Team (NEAP)

No.	Name	Office	Position/Designation	Terms of Reference
1	Marife Morcilla	NEAP-PDD	Project Development Officer V	-provides overall guidance to the program management team (PMT) and relays management directions for the program
2	Alexander Simagala		Project Development Officer V	-assists in providing overall guidance to the program management team (PMT) and relays management directions for the program
3	Billy Rei Pagba		Senior Education Program Specialist	leads in the implementation of the program -discusses parameters and standards in the implementation of the program -leads in the daily debriefing of the PMT
4	Julie Lyka Ignao		Project Development Officer II	-serves as host/facilitator during the plenary sessions; and -facilitates the participants' compliance of registration and attendance
5	Mathew Bofete		Project Development Officer II	-communicates with participants and partners for announcements; - assist in documenting the activity
6	Aizyl Ann Natanauan		Technical Assistant II	-serves as documenter for the activity; and -prepares supplies, certificates, registration and attendance sheets



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

7	Jallal Malaguia		Technical Assistant II	-makes slide decks and other templates -serves as technical support and photo documenter for the activity
8	Welfare Officer	CAR	Nurse	-ensures medical needs of participants are appropriately addressed
9	Welfare Officer			

B. Resource Speakers (National Technical Working Group Members)

	Name	Region	Position/ Designation	Training of Coaches on Stepping into School Leadership: Onboarding for New School Heads (SHOP) (Batch 2) January 12–16, 2026 (NEAP Training Facility, Teachers Camp, Baguio City)	Training of Coaches on Stepping into School Leadership: Onboarding for New School Heads (SHOP) (Batch 3) February 9-13, 2026 (NEAP Training Facility, Teachers Camp, Baguio City)
1	Nestor C. Heraña	I	Assistant Schools Division Superintendent	✓	✓
2	Narcie Ricky A. Apilado	I	Principal I	✓	✓
3	Framel C. Deperalta	II	Principal IV	✓	✓
4	Myline J. Respicio	II	Principal III		✓
5	Marie Flo M. Aysip	III	Principal II		✓
6	Maverick V. Catahan	III	Public Schools District Supervisor	✓	✓



Room 208 Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 8638-8638
Email Address: od-neap@deped.gov.ph | Website: www.deped.gov.ph

Doc Ref Code	PAWME-021	Rev	01
Effectivity	09/20/21	Page	2 of 4





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

7	Eleazar C. Magsino	IV-A	Public Schools District Supervisor	✓	✓
8	Magdaleno R. Lubigan	IV-A	Principal IV	✓	✓
9	Ma. Ciaralyn P. Valencia	IV-B	Principal III	✓	✓
10	Cristobal A. Sayago	V	Principal III	✓	✓
11	Elwood L. Prias	V	Public Schools District Supervisor	✓	✓
12	Joe-Bren Consuelo	V	Education Program Supervisor	✓	✓
13	Jesus C. Insilada	VI	Public Schools District Supervisor		✓
14	Julieta M. Abellana	VII	Principal II		✓
15	Carmencita B. Lopez	VII	Education Program Supervisor	✓	✓
16	Hera Paz B. Yamson	VIII	Principal IV	✓	✓
17	Said M. Macabago	X	Public Schools District Supervisor	✓	✓
18	Wilma B. Obatay	X	Principal I	✓	✓
19	Judith V. Romaguera	IX	Assistant Schools Division Superintendent	✓	✓
20	Joel C. Delliva Jr.	IX	Principal II	✓	✓
21	Genciano M. Cambalon	XI	Principal II		✓
22	Jose Allan M. Suganob	XI	Principal III		✓



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

23	Emilyn B. Borja	XII	Principal II	✓	✓
24	Shiela G. Balbon	XII	Public Schools District Supervisor	✓	✓
25	Marigold G. Querimit	XII	Public Schools District Supervisor	✓	✓
26	Jocelyn M. Dinapo	CARAGA	Public Schools District Supervisor	✓	✓
27	Analou O. Hermocilla	CARAGA	Education Program Supervisor	✓	✓
28	Nenita P. Sabino	CAR	Principal II	✓	✓
29	Melvin Willy Roque	NCR	Public Schools District Supervisor	✓	✓
30	Rodelio I. Perez Jr.	NCR	Principal I	✓	✓



Republika ng Pilipinas

Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 2

ACCOMMODATION AND MEAL PROVISION

**Training of Coaches and Mentors on Stepping into School Leadership:
Onboarding for New School Heads (School Head Onboarding Program)
Batch 2 and Batch 3**

A. Accommodation

Training Venue	NEAP Training Facility/Baguio Teachers Camp
Accommodation	Baguio Teachers Camp
Check-In Dates/Time	Participants Batch 2: January 12, 2026 (Monday)/2:00 p.m. Batch 3: February 9, 2026 (Monday)/2:00 p.m. Resource Persons and Program Management Team January 11, 2026 and February 8, 2026/2:00 p.m.
Check-Out Dates/Time	Participants, Resource Persons, and Program Management Team Batch 2: January 16, 2025 (Friday)/12:00 noon Batch 3: February 13, 2025 (Friday)/12:00 noon

B. Meal Provision

Participants

	Monday	Tuesday-Thursday	Friday
Breakfast		✓	✓
AM Snack		✓	✓
Lunch		✓	✓
PM Snack	✓	✓	
Dinner	✓	✓	

Program Management Team & Resource Persons

	Sunday	Monday-Thursday	Friday
Breakfast		✓	✓
AM Snack		✓	✓
Lunch		✓	✓
PM Snack	✓	✓	
Dinner	✓	✓	



Room 208 Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 8638-8638
Email Address: od-neap@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	PAWIM-F-022	Rev	01
Effectivity	09 2021	Page	1 of 2





Republika ng Pilipinas
Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM

DM-OUHROD-2025- 1654

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

**SUBJECT : CONDUCT OF THE "STEPPING INTO SCHOOL LEADERSHIP:
AN ONBOARDING PROGRAM FOR NEW SCHOOL HEADS"**

DATE : 20 June 2025

1. The Department of Education, through the National Educators Academy of the Philippines (NEAP), will conduct the **School Head Onboarding Program** which aims to enhance the competencies of newly appointed school heads in line with the Philippine Professional Standards for School Heads (PPSSH). The program's specific objectives are as follows:
 - a. Support new school heads in setting clear expectations and charting a well-defined pathway of professional growth towards acquiring and demonstrating Career Stage 2 competencies within the PPSSH framework;
 - b. Immerse school heads in real-world processes, systems, and practices in school management, enabling them to contextualize their leadership roles and make informed leadership decisions; and
 - c. Address gaps in professional accountability by encouraging school heads to engage in reflective practice, self-assessment, and continuous improvement as part of their commitment to their professional development journey.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrdd@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.23	Page	1 of 3



2. The program has the following schedule and details:

Activity	Date & Venue	Target Participants	Registration Link
Online Orientation and Preparatory Meeting	25 June 2025 Microsoft Teams Meeting ID: 487 506 066 319 Passcode: Zm3Pj2Hn https://tinyurl.com/SHOPmeeting	National Technical Working Group (NTWG) Members	https://tinyurl.com/SHOPOnlineMeeting Deadline: 23 June 2025
School Head Onboarding Program (SHOP)	07-11 July 2025 NEAP Baguio	Newly appointed School Heads / Assistant Principals	https://tinyurl.com/SHIPPilotTest Deadline: 02 July 2025
Training of Coaches and Mentors for SHOP Batch 1	28 July – 01 August 2025 NEAP Baguio	School Heads/Public Schools District Supervisors/Assistant Schools Division Superintendents	https://tinyurl.com/SHIPBatch1 Deadline: 23 July 2025
Training of Coaches and Mentors for SHOP Batch 2	25-29 August 2025 Venue: TBD	School Heads/Public Schools District Supervisors/Assistant Schools Division Superintendents	https://tinyurl.com/SHIPBatch2 Deadline: 20 August 2025
Training of Coaches and Mentors for SHOP Batch 3	24-28 November 2025 Venue: TBD	School Heads/Public Schools District Supervisors/Assistant Schools Division Superintendents	https://tinyurl.com/SHIPBatch3 Deadline: 18 November 2025

Note: Exact venues of the SHOP Training of Coaches and Mentors Batches 2 and 3 and other additional details will be disseminated through a separate memorandum/ advisory.

3. In this regard, **all Regional Offices (ROs) are advised to nominate participants to the SHOP activities and identify one (1) representative who will serve as a member of the Program Management Team (PMT)**, using the prescribed template and endorse the same to the NEAP Central Office through the link <https://tinyurl.com/SHOP-Endorsement> on or before **30 June 2025**.

4. Enclosed are the following documents, for reference:

- a. **Enclosure 1** List of Participants (PMT and Resource Speakers/NTWG Members/SHOP TRP Writers)
- b. **Enclosure 2** Regional Allocation of Participants and RO/SDO PMT Members per Activity
- c. **Enclosure 3** Terms of Reference of Participants
- d. **Enclosure 4** Qualification Standards for Participants
- e. **Enclosure 5** Indicative Program of Activities
- f. **Enclosure 6** Template for the Endorsement of Participants and PMT Members
- g. **Enclosure 7** Accommodation and Meal Provision Guide

5. The participants' board and lodging will be charged against NEAP Human Resource Development Fund while transportation, per diem, and other incidental expenses will be charged to RO/SDO/school local funds, subject to the usual accounting and auditing rules and regulations.



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.2023	Page	2 of 3



6. The participants are reminded to bring their own medical maintenance, laptops, chargers, extension cords, and other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.).
7. The participants are entitled to *Compensatory Time-Off* pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "*Non-Monetary Remuneration for Overtime Services Rendered.*"
8. Should you have further questions or concerns, please coordinate with **Ms. Julie Lyka Ignao**, Project Development Officer II, NEAP Professional Development Division, through email neap.pdd@deped.gov.ph / julie.ignao@deped.gov.ph or Viber 09975670093.
9. For dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS



Room 102, Rizal Building, DepEd Complex, Meralco Ave., Pasig City 1600
Telephone Nos.: (+632) 86337206, (+632) 86318494, (+632) 86366549
Email Address: usec.hrod@deped.gov.ph | Website: www.deped.gov.ph

Doc. Ref. Code	DM-OUHROD	Rev	00
Effectivity	03.23.2023	Page	3 of 3



Certificate No. PFP 001
21-01-000



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



Office of the Regional Director

REGIONAL MEMORANDUM

No. 051, s. 2025

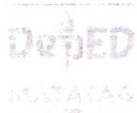
LIST OF PARTICIPANTS FOR THE STEPPING INTO SCHOOL LEADERSHIP: AN ONBOARDING PROGRAM FOR NEW SCHOOL HEADS

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

1. Pursuant to DM-OUHROD-2025-1654, from Usec. Wilfredo E. Cabral and Asec Carmela C. Oracion dated June 20, 2025, this Office, through the Human Resource Development Division (HRDD) disseminates the enclosed **List of Participants for the Stepping into School Leadership: An Onboarding Program for New School Heads**.
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

SECRET



Doña M. Gaisano St., Sudlon, Lahug, Cebu City
Telephone Number: 639773295904 local 700



DepEd Tayo Region VII



region7 deped.gov.ph





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

Enclosure 6

**TEMPLATE FOR THE ENDORSEMENT OF
PARTICIPANTS AND PMT MEMBERS**

July 24, 2025

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

TO: CARMELA C. ORACION
Assistant Secretary
National Educators Academy of the Philippines

THRU: JENNIFER E. LOPEZ
Director IV, NEAP

SUBJECT: ENDORSEMENT OF PARTICIPANTS ON THE SCHOOL HEAD ONBOARDING PROGRAM (SHOP)

The Regional Office of Region VII – Central Visayas respectfully endorses the following individuals to participate in the series of activities relative to the implementation of the School Head Onboarding Program (SHOP) who met the required Qualification Standards (QS):

List of Endorsed Participants

Stepping Into School Leadership: Onboarding for New School Heads					
NEAP Baguio Facility (7-11 July 2025)					
No.	Name	Designation	Division	DepEd Email	Role
1	MARK ANTHONY B. STA. RITA	PRINCIPAL I	BOGO CITY	markanthony.starita@deped.gov.ph	PARTICIPANT
2	JEMBOY A. VALLOSO	PRINCIPAL I	BOHOL	jemboy.valloso@deped.gov.ph	PARTICIPANT
3	MA. LINA ONDOY	ASSISTANT PRINCIPAL	CARCAR CITY	malina.ondoy@deped.gov.ph	PARTICIPANT
4	FLORDELIZA BELLITA	PRINCIPAL I	CEBU CITY	flordeliza.bellita001@deped.gov.ph	PARTICIPANT
5	MARLOWE REVOLTEADO	PRINCIPAL I	CEBU PROVINCE	marlowe.revolteado@deped.gov.ph	PARTICIPANT
6	RACEL W. TURA	PRINCIPAL I	CEBU PROVINCE	racel.tura01@deped.gov.ph	PARTICIPANT
7	VILLO, CATERINA D.	ASSISTANT PRINCIPAL II	CITY OF NAGA	caterina.villo@deped.gov.ph	PARTICIPANT
8	MARIJANE R. VASQUEZ	PRINCIPAL I	DANAOG CITY	marijane.vasquez@deped.gov.ph	PARTICIPANT



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

Enclosure 6

**TEMPLATE FOR THE ENDORSEMENT OF
 PARTICIPANTS AND PMT MEMBERS**

9	GRACE PARANTAR	O.	PRINCIPAL I	LAPU-LAPU CITY	grace.parantara@deped.gov.ph	PARTICIPANT
10	CATHERINE Y. TOÑACAO		PRINCIPAL I	MANDAUE CITY	catherine.ypt@deped.gov.ph	PARTICIPANT
11	JOSELITO GALENDO	C.	PRINCIPAL I	TAGBILARAN CITY	joselito.galendo@deped.gov.ph	PARTICIPANT
12	BERNARD EVANGELICOM JAMON		PRINCIPAL I	TALISAY CITY	bernardevangelicom.jamon@deped.gov.ph	PARTICIPANT
13	JOY A. LUBINO		PRINCIPAL I	TOLEDO CITY	joy.lubino@deped.gov.ph	PARTICIPANT

Training of Coaches on Stepping Into School Leadership: Onboarding for New School Heads (SHOP) (Batch 1)

NEAP Baguio Facility (28 July - 1 August 2025)

No.	Name	Designation	Division	DepEd Email	Role
1	CLEMENTE INTONG JR.	PSDS	BOHOL	clementejr.intong@deped.gov.ph	PARTICIPANT
2	OLIVER CAMPUGAN	EPSVR-MATH	CARCAR CITY	oliver.campugan@deped.gov.ph	PARTICIPANT
3	RIZALINDA CAIRO	PSDS	CEBU CITY	rizalinda.cairo001@deped.gov.ph	PARTICIPANT
4	FATIMA S. SOLIS	PSDS	CEBU PROVINCE	fatima.solis01@deped.gov.ph	PARTICIPANT
5	ALTUBAR JR., RUBEN P.	EPSVR-FILIPINO	CITY OF NAGA	ruben.altubara@deped.gov.ph	PARTICIPANT
6	BOBBIE L. LAVADOR	PSDS	DANAOG CITY	bobbie.lavador@deped.gov.ph	PARTICIPANT
7	MARIA MITZE B. ZAGALES	PSDS	LAPU-LAPU CITY	mariamitze.zagales@deped.gov.ph	PARTICIPANT
8	MARIA NESSA TIO-ESPINA	PRINCIPAL I	MANDAUE CITY	marianessa.tioespina@deped.gov.ph	PARTICIPANT
9	JUANITA C. LAFUENTE	EPSVR KINDERGARTEN	TAGBILARAN CITY	juanita.lafuente001@deped.gov.ph	PARTICIPANT
10	JEFFREY L. SEBLERO	PSDS	TALISAY CITY	jeffrey.seblero@deped.gov.ph	PARTICIPANT
11	DONABEL LARIOSIA	PSDS	TOLEDO CITY	donabel.lariosa@deped.gov.ph	PARTICIPANT



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

Enclosure 6

**TEMPLATE FOR THE ENDORSEMENT OF
 PARTICIPANTS AND PMT MEMBERS**

**Training of Coaches on Stepping Into School Leadership: Onboarding for New School Heads (SHOP)
 (Batch 2)**

25-29 August 2025 (Venue-TBA)

No.	Name	Designation	Division	DepEd Email	Role
1	MIRA Q CASIANO	PRINCIPAL III	BOGO CITY	mira.casiano@deped.gov.ph	PARTICIPANT
2	LOPE S. HUBAC	EPSVR-SGOD	BOHOL	lope.hubac001@deped.gov.ph	PARTICIPANT
3	LANI G. LEYSON	PSDS	CARCAR CITY	lani.leyson@deped.gov.ph	PARTICIPANT
4	FEBELYN BENDULO	PSDS	CEBU CITY	febelyn.bendulo001@deped.gov.ph	PARTICIPANT
5	RAQUEL SOLIS	PSDS	CEBU PROVINCE	raquel.solis01@deped.gov.ph	PARTICIPANT
6	BIRONDO, JASMINE V.	EPSVR-SGOD	CITY OF NAGA	jasminevillareal.birondo@deped.gov.ph	PARTICIPANT
7	MARK H. SIERRAS	EPSVR-SGOD	DANA O CITY	mark.sierras001@deped.gov.ph	PARTICIPANT
8	EARL ADRIAN C. CEJAS	EPSVR	LAPU-LAPU CITY	earladriancejas@deped.gov.ph	PARTICIPANT
9	ANGELINA A. MARINGURAN	PRINCIPAL I	MANDAUE CITY	angelina.maringuran@deped.gov.ph	PARTICIPANT
10	MARIA ANTONETTE P. DUGANG	EPSVR-SGOD	TAGBILARAN CITY	maantonette.dugang@deped.gov.ph	PARTICIPANT
11	CHRISTINE A. PAQUIBOT	ASDS	TALISAY CITY	christine.paquibot001@deped.gov.ph	PARTICIPANT
12	DEBORAH F. MANABAT	PRINCIPAL I	TOLEDO CITY	deborah.manabata@deped.gov.ph	PARTICIPANT

**Training of Coaches on Stepping Into School Leadership: Onboarding for New School Heads (SHOP)
 (Batch 3)**

24-28 November 2025 (Venue-TBA)

No.	Name	Designation	Division	DepEd Email	Role
1	JUPITER I. MABOLOC	EPSVR	BOHOL	jupiter.maboloc@deped.gov.ph	PARTICIPANT
2	ALLIX S. FLORETA	EPSVR-AP	CARCAR CITY	allix.floreta@deped.gov.ph	PARTICIPANT
3	GEROME O. MISA	EPSVR-MATH	CEBU CITY	gerome.misa@deped.gov.ph	PARTICIPANT
4	CANDIDA PURGATORIO	PSDS	CEBU PROVINCE	candida.purgatorio002@deped.gov.ph	PARTICIPANT
5	ARLENE BUOT	PSDS	CEBU PROVINCE	arlene.buot@deped.gov.ph	PARTICIPANT



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

Enclosure 6

**TEMPLATE FOR THE ENDORSEMENT OF
PARTICIPANTS AND PMT MEMBERS**

6	ACEDILLO, JENNIFER M.	EPSVR - AP	CITY OF NAGA	jennifer.acedillo@deped.gov.ph	PARTICIPANT
7	MARIBETH E. NOYA	EPSVR - AP	DANA O CITY	maribeth.noya@deped.gov.ph	PARTICIPANT
8	NORMAN O. ONGCO	EPSVR	LAPU-LAPU CITY	norman.ongco@deped.gov.ph	PARTICIPANT
9	ARMI CHRISTINE D. BORINAGA	PRINCIPAL	MANDAUE CITY	armichristine.borinaga@deped.gov.ph	PARTICIPANT
10	AIMEE T AMISTOSO	EPSVR- ENGLISH	✓ TAGBILARAN CITY	aimee.amistoso@deped.gov.ph	PARTICIPANT
11	GUILLERMO VILLAVELEZ	PRINCIPAL I	TALISAY CITY	guillermo.villavelez@deped.gov.ph	PARTICIPANT
12	LORNA MAHILUM	PSDS	TOLEDO CITY	lorna.mahilum@deped.gov.ph	PARTICIPANT

All endorsed personnel have undergone a thorough evaluation at the regional and division levels and have met the necessary QS aligned with the objectives of the activity. Their experience and competence in school leadership and instructional supervision make them suitable for this initiative.

We look forward to the Central Office's confirmation and further instructions.

Thank you for your continued support