



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. 210 s. 2026

March 5, 2026

**FORMAL INVITATION TO PARTICIPATE IN THE MAY 2026 LEADERSHIP AND GAD
TRAINING PROGRAMS- BAGUIO CITY**

To: Assistant Schools Division Superintendent
Chiefs, CID and SGOD
Public Elementary and Secondary School heads
All Others Concerned

1. This Office, through the Schools Governance and Operation Division, acknowledges the receipt letter from **Evelyn Cabrera**, Program Coordinator of the Philippine Continuing Professional Development Training Center Inc. regarding the invitation to participate in **the May 2026 Leadership and GAD Training Programs- Baguio City**. Contents of which are self-explanatory.
2. Participation in the said activity shall be **voluntary** and **subject to the approval of the Schools Division Superintendent, without use of government funds.**
3. For details, attached is the said communication.

For the SDS:

WILFREDA D. BONGALOS PhD, CESO V
Schools Division Superintendent

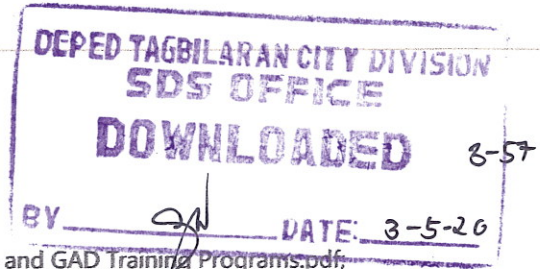
MAURINE C. CASTAÑO
Chief, School Governance and Operation Division

Formal Invitation to Participate in the May 2026 Leadership and GAD Training Programs – Baguio City

From PCPD Desk <inquiry.pcpd@gmail.com>
Date Thu 3/5/2026 8:00 AM

1 attachment (330 KB)

Request for Issuance of Division Advisory for the May 2026 Leadership and GAD Training Programs.pdf



received srop: [signature]
3/5/26 @ 1:58 pm

You don't often get email from inquiry.pcpd@gmail.com. [Learn why this is important](#)

Honorable Schools Division Superintendents,

Peace and good health unto you!

With due respect, we humbly submit the attached formal letter requesting the issuance of a Division Advisory for our upcoming professional development programs scheduled on May 23–24, 2026 and May 29–31, 2026 in Baguio City.

We respectfully seek your kind consideration and approval of our request, subject to existing DepEd policies and guidelines. The program details and matrix are included in the attached document for your review.

Should you require further information, please feel free to contact us at 0917 805 3370 or inquiry.pcpd@gmail.com.

Thank you very much for your time and consideration.

Respectfully,
Evelyn Cabrera
Program Coordinator
Philippine Continuing Professional Development Training Center Inc

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PHILIPPINE CONTINUING
PROFESSIONAL DEVELOPMENT
TRAINING CENTER

DepEd-NEAP Authorization Number : LSP-2021-0002-0503
PRC Accreditation Number: PTR-2019-311
SEC Registration Number: CS201510650
TIN Number: 009-052-585-000

0917-805-3370
0933-867-4931
(02) 7987-1356

inquiry@pcpdtraining.org
inquiry.pcpd@gmail.com
fb.com/pcpdtraining



March 05, 2026

ALL SCHOOLS DIVISION SUPERINTENDENTS

Schools Division Offices
Department of Education
Philippines

Subject: Request for Issuance of Division Advisory for the May 2026 Leadership and GAD Training Programs

Dear Schools Division Superintendents:

Peace and good health unto you!

The Philippine Continuing Professional Development Training Center (PCPD) will be conducting the following face-to-face professional development programs in Baguio City this May 2026:

1. Gender and Development (GAD) Training - Workshop

Advancing Gender-Responsive Leadership and Inclusive Institutional Practices
May 23-24, 2026 (16 Hours)

Registration Fees:

Early Bird Registration (February 28 - March 31, 2026)

- Group of 5: Php 3,700 per participant (Total: Php 18,500)
- Solo Participant: Php 3,900

Regular Registration (April 1 - May 9, 2026)

- Group of 5: Php 4,200 per participant
- Solo Participant: Php 4,500

2. Transformative Educational Leadership in the Age of AI and Digital Education

Leading with Vision, Innovating with Purpose
May 29-31, 2026 (24 Hours)

Registration Fees:

Early Bird Registration (February 28 - March 31, 2026)

- Group of 5: Php 3,800 per participant (Total: Php 19,000)
- Solo Participant: Php 4,500

Regular Registration (April 1 - May 9, 2026)

- Group of 5: Php 5,000 per participant
- Solo Participant: Php 5,000

QR Code Registration form:



**Gender and Development (GAD)
Training - Workshop**



**Transformative Educational Leadership
in the Age of AI and Digital Education**



**PHILIPPINE CONTINUING
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These programs are designed to support teachers, school leaders, and education personnel in strengthening gender-responsive practices, transformative leadership, digital innovation competencies, and strategic educational management aligned with current educational reforms.

In this connection, **we humbly request the issuance of a Division Advisory** from your good office for the information and guidance of our professional educators, subject to existing DepEd policies and availability of funds.

Attached herewith are the program details and matrix for your review and evaluation.

We sincerely hope for your favorable consideration and approval.

Should you require further information, you may contact us at 0917 805 3370 or via email at inquiry.pcpd@gmail.com.

Thank you very much for your continued commitment to advancing quality education.

Respectfully yours,


EVELYN CABRERA
Operations Manager
Philippine Continuing Professional Development Training Center, Inc.
0917-805-3370



PROGRAM MATRIX

Transformative Educational Leadership in the Age of AI and Digital Education

Theme: Leading with Vision, Innovating with Purpose

Description: This three-day face-to-face CPD program is designed to empower professional teachers and school leaders to navigate emerging educational realities in 2026. Anchored on transformative leadership, digital innovation, ethical teaching practices, and resilient educational management, the workshop develops leadership competencies aligned with global educational trends, artificial intelligence integration, and the evolving demands of the MATATAG curriculum and digital learning ecosystems.

Duration: 3 Days (24 Hours)

Training Modality: Face-to-Face (Baguio, City)

Date of Conduct: May 29-31, 2026

DAY 1 - FOUNDATIONS OF TRANSFORMATIVE LEADERSHIP

Time	Session / Activity	Learning Outcomes	Person-in-Charge
8:00-8:30	Registration & Opening Program	Set learning expectations	PCPD Staff
8:30-10:30	Educational Leadership Trends in 2026	Analyze emerging educational leadership trends in AI-driven education	Dr. Annabelle Gordonas
10:30 - 10:45	Health Break		
10:45-12:00	Leading from Within: Self-Awareness & Emotional Intelligence	Demonstrate self-awareness and emotional intelligence in leadership roles	Dr. Annabelle Gordonas
12:00 - 1:00	Lunch Break		
1:00 - 2:45	Session 2: Continuation of Leading from Within: Self-Awareness & Emotional Intelligence	Demonstrate self-awareness and emotional intelligence in leadership roles	Dr. Annabelle Gordonas
2:45 - 2:55	Health Break		
2:55 - 5:55	Transformative Leadership for MATATAG Curriculum Implementation	Apply transformative leadership principles aligned with MATATAG	Dr. Annabelle Gordonas

DAY 2 - DIGITAL & ETHICAL LEADERSHIP

Time	Session / Activity	Learning Outcomes	Person-in-Charge
8:00 - 8:30	Attendance & Recap	Reinforce Day 1 learning	PCPD Moderator
8:30 - 09:45	Gender-Responsive Leadership and Organizational Culture	Evaluate AI integration strategies in education	Dr. Annabelle Gordonas
9:45 - 10:00	Health Break		



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10:00 – 12:00	Continuation of discussion relation to Gender-Responsive Leadership and Organizational Culture	Evaluate AI integration strategies in education	Dr. Annabelle Gordonas
12:00 – 1:00	Lunch Break		
1:00 – 3:00	Safe Digital Practices and Ethics for Educators	Apply ethical digital leadership practices	Dr. Annabelle Gordonas
3:00 – 3:15	Health Break		
3:15 – 5:15	Leading Digital Learning Communities (2 hrs)	Design strategies for digital collaboration in schools	Dr. Annabelle Gordonas

DAY 3 – STRATEGIC & RESILIENT LEADERSHIP

Time	Session / Activity	Learning Outcomes	Person-in-Charge
8:00 – 8:30	Attendance & Recap	Integrate Day 1 & 2 learnings	PCPD Moderator
8:30 – 09:45	Resilient Leadership in Times of Educational Change	Strengthen adaptive leadership competencies	Dr. Annabelle Gordonas
9:45 – 10:00	Health Break		
10:00 – 12:00	Continuation of discussion relation to Strategic Decision-Making & Innovation Management	Evaluate AI integration strategies in education	Dr. Annabelle Gordonas
12:00 – 1:00	Lunch Break		
1:00 – 3:00	Action Planning & Leadership Commitment	Develop school-based leadership innovation plan	Dr. Annabelle Gordonas
3:00 – 3:15	Health Break		
3:15 – 5:00	Closing & Certificate Distribution	Formal completion	Organizers

**Please note that this is a working program. Minor updates might occur.*



PROGRAM MATRIX

Gender and Development Training - Workshop (GAD)

Theme: Advancing Gender-Responsive Leadership and Inclusive Institutional Practices

Description: The Gender and Development (GAD) Training-Workshop is a two-day (16-hour) capacity-building program designed to strengthen the competencies of public and private sector leaders in advancing gender equality, inclusive governance, and safe institutional environments.

Grounded in Philippine GAD policies and current research in gender studies, education, and organizational leadership, the program emphasizes practical application, institutional accountability, and leadership transformation rather than purely legal interpretation.

Through lectures, guided workshops, case discussions, simulations, and action planning, participants will analyze real institutional scenarios and develop responsive GAD mechanisms tailored to their context.

By the end of the training, participants are expected to demonstrate gender-responsive leadership behaviors and produce a contextualized GAD Action Plan ready for implementation.

Duration: 2 Days (16 Hours)

Training Modality: Face-to-Face (Baguio, City)

Date of Conduct: May 23-24, 2026

DAY 1 - FOUNDATIONS AND INSTITUTIONAL ANALYSIS

Time	Session / Activity	Learning Outcomes	Person-in-Charge
8:00 - 8:10	Attendance	Participant documentation	PCPD Staff
8:10 - 9:00	Opening & Orientation	Alignment of expectations	PCPD Host
9:00 - 10:30	Session 1: Understanding Gender Concepts and Contemporary Issues in Institutions	Strengthened gender awareness and sensitivity	Dr. Annabelle Gordonas
10:30 - 10:45	Health Break		
10:45 - 12:00	Session 2: GAD Policies and Institutional Responsibilities (Education & Public Sector Lens)	Interpreted GAD policies in an institutional context	Dr. Annabelle Gordonas
12:00 - 1:00	Lunch Break		
1:00 - 2:30	Session 3: Gender Analysis Tools for Schools and Offices	Applied gender analysis frameworks	Dr. Annabelle Gordonas
2:30 - 2:45	Health Break		
2:45 - 4:00	Workshop 1: Institutional Gender Issue Mapping	Identified priority gender concerns	
4:00 - 5:00	Session 4: Reflection & Synthesis	Personal insights on Gender and Development (GAD)	Dr. Annabelle Gordonas



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DAY 2 - LEADERSHIP, RESPONSE MECHANISMS, AND ACTION PLANNING

Time	Session / Activity	Learning Outcomes	Person-in-Charge
8:00 – 8:30	Attendance & Recap	Reinforce Day 1 learning	PCPD Moderator
8:30 – 9:45	Session 4: Gender-Responsive Leadership and Organizational Culture	Developed inclusive leadership mindset	Dr. Annabelle Gordonas
9:45 – 10:00	Health Break		
10:00 – 11:30	Session 5: Institutional Reporting, Referral, and Support Systems	Designed appropriate response mechanisms	Dr. Annabelle Gordonas
11:30 – 12:00	Case Analysis Activity	Applied protocols to scenarios	Facilitators
12:00 – 1:00	Lunch Break		
1:00 – 2:15	Session 6: Gender-Fair Communication and Policy Integration	Produced gender-fair communication outputs	Dr. Annabelle Gordonas
2:15 – 2:30	Health Break		
2:30 – 3:45	Workshop 2: Institutional GAD Action Planning	Drafted implementable GAD Action Plans	Dr. Annabelle Gordonas
3:45 – 4:30	Presentation of Action Plans	Presented institutional outputs	
4:30 – 5:00	Closing & Certificate Distribution	Formal completion	Organizers

*Please note that this is a working program. Minor updates might occur.