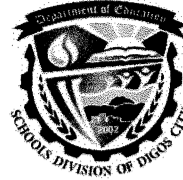




Republic of the Philippines  
**DEPARTMENT of EDUCATION**  
REGION XI  
Schools Division of Digos City  
City of Digos



March 14, 2017

DIVISION MEMORANDUM  
NO. 181, s.2017

**THREE-DAY CAREER ENHANCEMENT TRAINING  
FOR PROSPECTIVE PRINCIPALS**

To: Public Schools District Supervisors  
Facilitators/Members of the Training Team  
Prospective Principals

---

1. The field is hereby informed that this office shall conduct a **Three-Day Career Enhancement Training for Prospective Principals on March 29-31, 2017 at Arnaldo's Hotel and Restaurant.**
2. The program shall cover situational critical thinking questions relevant to the role of School Heads anchored on the domains of the National Competency-Based Standards for School Heads (NCBSSH) stipulated in DO 32, s. 2010 entitled National Adoption and Implementation of the National Competency-based Standards for School Heads:
  1. School Leadership;
  2. Instructional Leadership;
  3. Creating Student-Centered Learning Climate;
  4. Human Resource Management and Professional Development;
  5. Parent Involvement and Community Partnership;
  6. School Management and Operations; and
  7. Personal and Professional Attributes and Interpersonal Effectiveness.
3. The registration fee of One Thousand Fourteen Pesos (1,014.00Php) (includes 3 lunches and 6 snacks) per participant shall be chargeable against School MOOE/local funds subject to the usual accounting and auditing rules and regulations.
4. Attached are the List of Participants, List of Facilitators/Members of the Training Team and the Tentative Schedule of Activities.
5. For information, guidance and immediate dissemination.

  
**DEE D. SILVA, DPA, CESO VI**  
Schools Division Superintendent

JepEd Schools Division Office

**RECEIVED**  
2965  
Date: MAR 14 2017 Time: 1:32

Sv: fv

RBD-HRD

Tel. No. (082) 553-8375; 553-8376; 553-8396; 553-9170 Fax No. (082) 553-8376+

### List of Participants

Names	Current Designation/ Position	Station (District/School Location)	
Peter Paul V. Deiparine	Head Teacher II	Binaton ES, Mt. Apo District	1
Richilie N. Solis	SPED Teacher I	RMCES, Digos Oriental District	2
Marilyn D. Delos Santos	Master Teacher II	RMCES, Digos Oriental District	3
Elecel B. Adam	Head Teacher I	Badiang ES, Digos Oriental Dist.	4
Cesar M. Gevera Jr.	Teacher-In-Charge	Marawer ES, Mt. Apo District	5
Dann D. Becamon	Head Teacher III	Rizal Central ES, Mt. Apo District	6
Veronica T. Delima	Master Teacher I	Digos City National High School	7
Lily C. Oton	Master Teacher I	Digos City National High School	8
Susan M. Taguam	Master Teacher II	Soong Elem. School, Mt. Apo Dist	9
Roel C. Pantinople	Teacher III	Badiang ES, Digos Oriental Dist.	10
Omaira S. Grande	Master Teacher I	RMCES, Digos Oriental District	11
Relydia C. Banlasan	Master Teacher I	RMCES, Digos Oriental District	12
Renato D. Calipayan	Head Teacher III	Dannas ES, Digos Occidental	13
Rowelem V. Rosima	Teacher-In-Charge	Apolandia ES, Mt. Apo District	14
Liberty B. Sosas	Teacher-In-Charge	Mahayahay/Lungag ES, Digos Occ	15
Lolita B. Enfesta	Master Teacher I	RMCES, Digos Oriental District	16
Jenelyn E. Estomo	Teacher III	Digos City Central, Digos Occ.	17
Eugene C. Sayson	Teacher-In-Charge	DICNHS-Igpit HS Annex	18
Florencio D. Allawan	Teacher III	Badiang ES, Digos Oriental Dist.	19
Noba J. Rubion	Teacher III	Kapatagan National High School	20
Felipe E. Degamo Jr.	Teacher-In-Charge	DICNHS-Aplaya Extension	21
Mylene G. Samonte	Teacher-In-Charge	Bagumbuhay ES, Digos Oriental	22
Jonathan C. Almacin	Teacher-In-Charge	Ranao ES, Digos Occidental Dist.	23
Effen M. Durano	Master Teacher I	DICNHS- Aplaya Extension	24
Juvy B. Salise	Teacher-In-Charge	Marti ES, Mt. Apo District	25
Joel A. Cartajena	Teacher-In-Charge	Balabag ES, Digos Occidental	26
Evelyn A. Poncardas	Teacher III	Colorado ES, Digos Occidental	27
Rosario C. Aperocho	Master Teacher II	Digos City National High School	28
Gemma P. Salanga	Head Teacher III	Digos City National High School	29

## **List of Facilitators and Members of the Training Team**

1. Dee D. Silva, DPA, CESO VI-Facilitator
2. Dr. Beverly S. Daugdaug-Facilitator
3. Emmanuel P. Hugo-Facilitator
4. Evangeline A. Hernan-Facilitator
5. Cherry Rossette E. Oliva- Facilitator
6. Ida I. Juezan- Facilitator
7. Francis Jude D. Alcomendras- Facilitator
8. Ronilyn Nieves- Facilitator
9. Sollie B. Oliver- Facilitator
10. Noreliza A. Misal- Facilitator
11. Analiza C. Almazan- Facilitator
12. Xavier S. Fuentes- Facilitator
13. Helen Franconas- Facilitator
14. Marcellino E. Ranollo- Facilitator
15. Myhrra Faye L. Bontia- Facilitator
16. Ronald B. Dedace-QuAME/Training Manager
17. Reyzen O. Monserate-Master of Ceremonies/In-house Nurse
18. Maria C. Jadloc-QuAME

# CAREER ENHANCEMENT TRAINING FOR PROSPECTIVE PRINCIPALS

**Arnaldo's Hotel and Restaurant**

**March 29-31, 2017**

## SCHEDULE OF ACTIVITIES

7:30 – 8:00	Phil. Nat'l Anthem Opening Hymn: Digos City Hymn: Welcome Message and Rationale of the Training	AVP AVP AVP Dee D. Silva, SDS
8:00 – 9:00	School Leadership	Cherry Rossette Oliva
9:00 – 10:00	Instructional Leadership	Evangeline Hernan
10:00-11:00	Creating Student-Centered Learning Climate	Emmanuel P. Hugo
11:00 – 12:00	Human Resource Management and Professional Development	Francis Jude Alcomendras
12:00-1:00	Lunch Break	
1:00 – 2:00	Parent Involvement and Community Partnership	Beverly S. Daugdaug
2:00 – 3:00	School Management and Operations	Ida Juezan
3:00 – 4:00	Personal and Professional Attributes and Interpersonal Effectiveness	Ronilyn Nieves
4:00 – 5:00	Mock Test	

8:00 – 9:00	RA 9184 (Procurement Law)	Beverly S. Daugdaug
9:00 – 9:30	Records Management	Myhrra Faye L. Bontia
9:30 – 10:00	Personnel Action	Francis Jude Alcomendras
10:00 – 11:00	Revised Guidelines on Administrative Cases/Grievance Cases	Francis Jude Alcomendras
11:00-12:00	Fiscal Management	Noreliza A. Misal
12:00-1:00	Lunch Break	
1:00 – 1:30	Child Protection Policy	Sollie B. Oliver
1:30 – 2:00	Physical Facilities	Engr. Helen N. Franconas
2:00 – 2:30	Planning Standards	Xavier S. Fuentes
2:30 – 3:00	Supply Management	Marcelino E Ranollo, Jr.
3:30 - 4:00	Basic Communication	Analiza C. Almazan
4:00-5:00	Mock Test	
<b>Time</b>	<b>March 31, 2017</b>	
8:00-12:00	Mock Test School Leadership Instructional Leadership Creating Student-Centered Learning Climate Human Resource Management and Professional Development	
1:00-5:00	Mock Test Parent Involvement and Community Partnership School Management and Operations Personal and Professional Attributes and Interpersonal Effectiveness	

Closing Hymn Distribution of Certificates	"Power of Your Love"
Master of Ceremonies:	Reyzen O. Monserate
PPT & AVP Director:	Facilitators
Facilitators:	Division Personnel

Prepared by:

**RONALD B. DEDACE**

Education Program Specialist II-Human Resource Development