

Devartment of Education

Region XI SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

August 4, 2025

DIVISION MEMORANDUM SGOD-2025- 45

To

Assistant Schools Division Superintendent

Division Chiefs

Public Schools District Supervisor Education Program Supervisors

Public School Heads Public School Teachers All Others Concerned

Attention:

JESSICA G. LUCERO - PSDS REX C. SAYSON - School Head

Subject:

ATTENDANCE IN THE PROFESSIONAL DEVELOPMENT PROGRAM "CREATING CARING SCHOOL COMMUNITIES: A CAPACITY BUILDING

JOURNEY FOR SEL-DRIVEN SCHOOL LEADERS"

This is in reference to Regional Memorandum HRDD-2025-185 dated July 16, 2025, signed by Allan G. Farnazo, Director IV, re: Attendance in the Professional Development Program "Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders". This Office hereby informs you of your attendance in the Professional Development Program for Supervisors and School Heads on August 12-17, 2025 (inclusive of travel time) at NEAP, Baguio City.

Participants are advised to register for confirmation of their attendance through bit.ly/CapB_SEL-DrivenSchoolLeaders on or before July 30, 2025.

Further details are found in the enclosures.

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 SDO/school/local funds, subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this Memorandum is directed.

ACIO, PhD, CESO VI

Schools Division Superintendent

Enclosed: As stated SGOD/isa

lepEd Schools Division of Digos City RECORDS SECTION

TIME: IFT







Department of Education

DAVAO REGION

July 16, 2025

REGIONAL MEMORANDUM HRDD-2025-185

ATTENDANCE TO THE PROFESSIONAL DEVELOPMENT PROGRAM "CREATING CARING SCHOOL COMMUNITIES: A CAPACITY BUILDING JOURNEY FOR SEL-DRIVEN SCHOOL LEADERS"

To: Assistant Regional Director Schools Division Superintendents

- 1. This has reference to DM-OUHROD-2025-1803 titled Conduct of the PD Program-Creating Caring School Communities: A Capacity Building Journey for Socio-Emotional Learning (SEL)-Driven School Leaders dated July 7, 2025.
- 2. Schools Division Offices are directed to inform the participants to attend the PD Program for the supervisors and school heads on August 13-16, 2025, at NEAP, Baguio City. The activity will be participated in by the following:

Name/Designation	SDOs
Jonathan C. Araneta-EPS Lumie J. Geverola-SH	Davao Occidental
Paz G. Tacder-EPS Alicia A. Peñaranda- P II	Mati City
Julieta I. Sumalinog-PSDS Bernrence Escovilla-HT II	Davao Oriental
Arniel G. Castillo -EPS Allan S. Madino-SP I	Davao De Oro
Jessica G. Lucero- PSDS Rex C. Sayson-Principal I	Digos City
Leilanie L. Tingzon-EPS Ida May P. Gumamay- P I	Davao del Sur
Filomena M. Lopez-EPS Joann M. Benoya-Principal II	IGACOS
Nancy B. Gonzales- EPS Felannie M. Caasi-ASP II	Tagum City
Dominic M. Dizon- PSDS Jeovanbrylle D. Tumale-SH	Davao Del Norte
Leonida A. Polentinos-PSDS Andro Perr B. Requizo-P I	Davao City
Cezen M. Paculanang- EPS Ronilo B. Labrador- School Head	Panabo City

3. The participants are advised to register for confirmation of their attendance through bit.ly/CapB_SEL-DrivenSchoolLeaders on or before July 30, 2025.





Address: F. Torres St., Davao City (8000) Telephone Nos.: (082) 291-0051 Email Address: region11@deped.gov.ph

Website: www.depedroxi.ph





Department of Education

DAVAO REGION

- 4. Further details are found in the enclosures.
- 5. 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 SDO/school/local funds, subject to the usual accounting and auditing rules and regulations.
- 6. Immediate dissemination of this memorandum is desired.

ALLAN G. FARNAZO Director IV

Encl.: As stated. ROH7/jtb

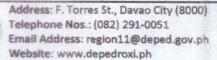
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Time: 31,











Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT

MEMORANDUM DM-OUHROD-2025- 1823

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 Caracion

Assistant Secretary

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

SUBJECT

CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM "CREATING CARING SCHOOL COMMUNITIES: A CAPACITY BUILDING JOURNEY FOR SEL-DRIVEN SCHOOL LEADERS"

DATE

: 07 July 2025

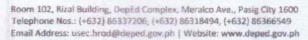
1. The National Educators Academy of the Philippines (NEAP) will conduct the professional development program "Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders," with the following schedule and details:

Activity	Date & Venue	Registration Link
A Capacity Building Journey for	10-13 August 2025	bit.ly/CapB_SEL- DrivenSchoolLeaders
SEL-Driven School Leaders – Batch 1	Venue: NEAP Baguio	A CAPACITY BUILDING YOURNEY FOR SEL-DRIVEN SOLODE LEADERS
A Capacity Building Journey for		91/89 25/26
SEL-Driven School Leaders – Batch 2	13-16 August 2025 Venue: NEAP Baguio	高紅鐵
		Deadline: 30 July 2025

2. This program aims to equip school heads with practical evidence-based tools and leadership insights to help them foster emotionally supportive and inclusive school









environments, aligned with the Philippine Professional Standards for School Heads (PPSSH). Further, it capacitates school leaders to effectively guide teachers in modeling emotionally intelligent leadership and institutionalizing practices that foster positive relationships and safe learning spaces. In turn, this program is expected to contribute to advancing learner well-being, strengthening positive behavior, and developing resilience among students and personnel.

- 4. Enclosed are the following documents, for reference:

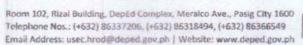
a. Enclosure 1
b. Enclosure 2
c. Enclosure 3
d. Enclosure 4
e. Enclosure 5
National Technical Working Group Members
Regional Allocation of Participants per Batch
Indicative Program of Activities
Meal Provision and Accommodation Guide
Endorsement Template for Official List of Participants

- The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.), and any necessary medication/s.
- 6. The participants are entitled to Vacation Service Credits (VSCs) in accordance with DepEd Order No. 013, s. 2024 "Revised Guidelines on the Grant of VSCs for Teachers" or Compensatory Time-Off pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "Non-Monetary Remuneration for Overtime Services Rendered," whichever is applicable.
- All are reminded to implement necessary arrangements to ensure that participation in the program of concerned personnel will not cause class disruptions and hamper office operations.
- 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 RO/SDO/school HRD/local funds, subject to the usual accounting and auditing rules and regulations.
- Should you have questions and concerns, please coordinate with Ms. Millie Jane Fudolig or Ms. Fleura Karina Lorenzo, NEAP Professional Development Division, through email neap.pdd@deped.gov.ph / fleura.lorenzo@deped.gov.ph / millie.fudolig@deped.gov.ph or landline (02) 8715-9919.
- 10. For immediate dissemination and appropriate action.

Copy furnished:
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OFFICE OF THE UNDERSECRETARY FOR OPERATIONS







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Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

NATIONAL TECHNICAL WORKING GROUP MEMBERS Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders

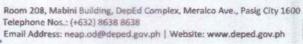
	DEPED CENTRAL OFFICE				
	Name	Position			
1.	Marife T. Morcilla	Overall Program Manager			
2.	Millie Jane T. Fudolig	Program Lead			
3.	Eric T. Sarmiento	Member			
4.	Fleura Karina C. Lorenzo	Member			
5.	Jojet T. Gabriel	Member			

EXTERNAL MEMBERS				
	Name	Affiliation		
6.	Sheila Marie G. Hocson	Far Eastern University		
7.	John Mark S. Distor	Polytechnic University of the Philippines		
8.	Maria Agnes B. Bonifacio	University of Santo Tomas		
9.	Elgin B. Clavecillas	ActiveOne Health		
10.	Maryrose Cortez-Macaraan	De La Salle University		

DEPED REGIONAL MEMBERS					
	Name	Region			
11.	Aura D. Tomol	VIII			
12.	Urbano Q. Jumamii Jr.	XI			
13.	Mariz P. Borgoños-Pales	IV-A			
14.	Aries L. Librea	IV-A			
15.	Lhester Jay C. Gaba	I			







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Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

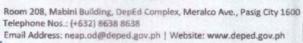
Enclosure 2

REGIONAL ALLOCATION OF PARTICIPANTS PER BATCH Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders

REGION		TCH 1 10 - 13, 2025	BATCH 2 August 13 – 16, 2025		
	Supervisor	School Head or Head Teacher	Supervisor	School Head or Head Teacher	
NCR	16	16		Page 1	
CAR	8	8	LESS STATE		
I	14	14		74.32	
II	9	9	Market States		
III	21	21			
IV-A	23	23			
IV-B	7	7			
V	13	13			
VI	HE HE STATE		8	8	
NIR	No.	THE REAL PROPERTY.	22	22	
VII	2 2 3		11	11	
VIII			13	13	
IX			8	8	
X			14	14	
XI			11	11	
XII			8	8	
XIII			12	12	
TOTAL	111	111	107	107	
Grand Total		222		214	







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Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 3

INDICATIVE PROGRAM OF ACTIVITIES

Creating Caring School Communities:
A Capacity Building Journey For SEL-Driven School Leaders

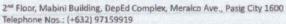
August 10 - 16, 2025

TIME	DAY 0 (Sunday)	DAY 1 (Monday)	DAY 2 (Tuesday)	DAY 3 (Wednesday)	DAY 4 (Thursday)	DAY 5 (Friday)	DAY 6 (Saturday)
8:00am - 8:30am		Ma	nagement of Lear	ning	Man	agement of Learn	ning
8:30am - 10:00am		Overview of the activity	Discussion of Module 4	Q&A Session, Commitment, and Ways Forward	Overview of the activity	Discussion of Module 4	Q&A Session, Commitment, and Ways Forward
10:00am - 10:30am			Health Break	Health Break Health Break			
10:30am - 12:00pm		Discussion of Module 1	Continuation of Module 4	Closing Program	Discussion of Module 1	Continuation of Module 4	Closing Program
12:00pm - 1:00pm			Lunch Break		Lunch Break		
1:00pm - 2:30pm	Registration	Discussion of Module 2	Discussion of Module 5	Registration	Discussion of Module 2	Discussion of Module 5	
2:30pm - 3:00pm	Onenina	Health	Health Break		Health Break		
	Opening Program	Discussion of Continuation Module 3 of Module 5		Discussion of Module 3	Discussion of Module 5		
4:30pm - 5:00pm	E	End-of-Day Evaluation		End-of-Day Evaluation			

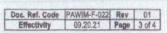
*Luzon Cluster **Vis-Min Cluster







Email Address: neap.pdd@deped.gov.ph | Website: www.deped.gov.ph







Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4

MEAL PROVISION AND ACCOMODATION GUIDE Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders

A. Batch 1

Participants are advised to check-in on Day 0 (Sunday) and check-out on Day 3 (Wednesday). The first meal to be served is an afternoon snack and last meal is lunch. Please see the details below.

Accom Meals	DAY 0 Aug. 10, 2025 Sunday	DAY 1 Aug. 11, 2025 Monday	DAY 2 Aug. 12, 2025 Tuesday	DAY 3 Aug. 13, 2025 Wednesday
Breakfast		×		×
AM Snacks			×	
Lunch		\boxtimes		×
PM Snacks	X			
Dinner	X		\boxtimes	

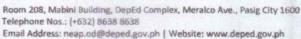
B. Batch 2

Participants are advised to check-in on Day 3 (Wednesday) and checkout on Day 6 (Saturday). The first meal to be served is lunch and the last meal is morning snack. Please see the details below.

Accom	DAY 0 Aug. 13, 2025 Wednesday	DAY 1 Aug. 14, 2025 Thursday	DAY 2 Aug. 15, 2025 Friday	DAY 3 Aug. 16, 2025 Saturday
Breakfast				×
AM Snacks				\boxtimes
Lunch				
PM Snacks	×			
Dinner				







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Department of Education

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 5

<REGIONAL OFFICE HEADER>

<Month> <day>, 2025

CARMELA C. ORACION

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

Dear Asec. Oracion:

Respectfully submitting the list of participants to attend the conduct of Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders.

No.	Name	Sex	RO/SDO/School	Position	DepEd Email
1					
2					

Thank you very much.

Very truly yours,

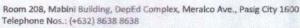
<Signature>

<Full Name of Regional Director>

<Position>







Email Address: neap.od@deped.gov.ph | Website: www.deped.gov.ph



