



Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY

Office of the Schools Division Superintendent

August 5, 2025

DIVISION MEMORANDUM

SGOD-2025-465

To : Assistant Schools Division Superintendent
Division Chiefs
Public Schools District Supervisor
Education Program Supervisors
Public School Heads
Public School Teachers
All Others Concerned

Subject: **CORRIGENDUM TO THE SCHOOL HEADS DEVELOPMENT PROGRAM
INTERMEDIATE COURSE**

This is in reference to Regional Memorandum HRDD-2025-190 dated July 31, 2025, signed by Allan G. Farnazo, Director IV, re: **Corrigendum to the School Heads Development Program Intermediate Course Elevating School Leadership: An Intermediate Guide to Effective Management**, be informed that the batch 1 activity scheduled on July 7-11, 2025 is moved to October 6-10, 2025 at NEAP Baguio City..

Furthermore, the opening Program of batch 2 will be conducted on August 31, 2025 at 3:00PM. Relevant details and other information are found in the enclosures.

The travel expenses of the PMT member shall be charged to the HRD/HRTD Funds or other local funds of the SDOs or schools subject to the usual accounting and auditing rules and regulations.

For queries, email hrddneapro11@gmail.com.

Immediate dissemination of this Memorandum is directed.

Melanie P. Estacio
MELANIE P. ESTACIO, PhD, CESO VI
Schools Division Superintendent

Enclosed: As stated.
SGOD/jsa

JepEd Schools Division of Digos City
RECORDS SECTION

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DATE: AUG 07 2025 TIME: 1:48 PM
BY: [Signature]



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002
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RECORDS

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Republic of the Philippines
Department of Education
DAVAO REGION



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July 31, 2025

REGIONAL MEMORANDUM
HRDD-2025-190

CORRIGENDUM TO THE SCHOOL HEADS DEVELOPMENT PROGRAM
INTERMEDIATE COURSE

To: Assistant Regional Director
Schools Division Superintendents

1. This has reference to DM-OUHROD-2025-1699, titled Conduct of the School Heads Development Program Intermediate Course "Elevating School Leadership: An Intermediate Guide to Effective Management" dated June 25, 2025, and advisory dated July 29, 2025, be informed that the batch 1 activity scheduled on July 7-11, 2025 is moved to October 6-10, 2025 at NEAP Baguio City.
2. Furthermore, the opening program of batch 2 will be conducted on August 31, 2025 at 3:00PM. Relevant details and other information are found in the enclosures.
3. The travel expenses of the PMT member will be charged to the HRD/HRTD Funds or other local funds of the Schools Division Offices or schools subject to the usual accounting and auditing rules and regulations.
4. For queries, email hrddneaproll@gmail.com.
5. Immediate dissemination of this Memorandum is directed.

ALLAN G. FARNAZO
Director IV

Encl.: As stated
ROH3/glv

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED

By: *[Signature]*
Date: *Aug. 01, 2025*
120016



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





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

DEPARTMENT OF EDUCATION FOR
RECORDS SECTION

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July 29, 2025

ADVISORY

*Conduct of the School Heads Development Program Intermediate Course "
Elevating School Leadership: An Intermediate Guide to Effective Management"*

This refers to Memorandum DM-OUHROD-2025-1699 with the subject **Conduct of the School Heads Development Program Intermediate Course "Elevating School Leadership: An Intermediate Guide to Effective Management"**.

Due to adjustments in venue availability, please be informed of the schedule of the activities:

ACTIVITY	DATE & VENUE
Elevating School Leadership: An Intermediate Guide to Effective Management (Batch 2)	1-5 September 2025 Venue: NEAP Baguio
Training of Coaches and Mentors on Elevating School Leadership: An Intermediate Guide to Effective Management	22-25 September 2025 Venue: NEAP Baguio
Elevating School Leadership: An Intermediate Guide to Effective Management (Batch 1)	6-10 October 2025 Venue: NEAP Baguio

As a result, **Batch 2 will be conducted ahead of Batch 1**. All Regional Offices are kindly requested to disseminate this information to their endorsed school head participants and PMT members accordingly.

The **Opening Program** for Batch 2 will now be held on **Sunday, August 31, 2025, at 3:00 p.m.** at **NEAP Baguio**. All participants and resource persons are advised to arrive at the venue no later than 12:00 noon on the same day. Dinner will be the first meal to be served.

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 refer to the **attached updated list of Resource Persons for Batch 2**. Further coordination regarding session assignments and materials will be facilitated by NEAP.

act



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City

Direct Line: (632) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph; Website: www.deped.gov.ph

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

For immediate dissemination and appropriate action.

Carmela C. Oracion
CARMELA C. ORACION
Assistant Secretary
Officer-in-Charge
Undersecretary for Learning System



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City

Direct Line: (632) 8633-7202/8687-4146 E-mail: ouct@deped.gov.ph; Website: www.deped.gov.ph



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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. Ochang	ASDS	SDO Urdaneta City, Region I
2	Carina Untalasco	Principal	SDO Pangasinan I, Region I
3	Christian Giron	Principal	SDO Ilocos Sur, Region I
4	Dolly C. Aguilar	Principal	SDO Isabela, Region II
5	Mauricio Angeles	PSDS	SDO Nueva Ecija, Region III
6	Rosalie Cabarios	Principal	SDO Tarlac City, Region III
7	Roderick Tadeo	Principal	SDO Olongapo City, Region III
8	Luz Osmena	CES	QAD, Region IV-A
9	Lorna Medrano	CES	SDO Lipa City, Region IV-A
10	Evelyn P. Navia	Principal	SDO Laguna Region IV-A
11	Melanie An Carandang	Principal	SDO Lipa City, Region IV-A
12	Ericson Gutierrez	PSDS	Region IV-A
13	Mary Jane Gonzales	PSDS	Region IV-A
14	Aubrey Beredo	Principal	SDO Oriental Mindoro, Region V
15	Joy Cabrera	ASDS	SDO Masbate City, Region V
16	Marylou Argamosa	Principal	SDO Ligao, Region V
17	Elnor Luna	Principal	SDO Aklan, Region VI
18	Analyn C. Perez	EPS	SDO Aklan, Region VI
19	Roshen Batan	Principal	SDO Roxas City, Region VI
20	Cristy Jabonillo	Principal	SDO Bais City, NIR
21	Diana Flor D. Eco	Principal	SDO Northern Samar, Region VIII



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No.	Name	Position	Station
Resource Persons			
22	Aura O. Aguilar	Principal	SDO Southern Leyte, Region VIII
23	Jose Rey Adriatico	Principal	SDO Dipolog, Region IX
24	Enerio Ebisa	CES	HRDD, Region X
25	Jurgenne Dicdican	Principal	SDO Agusan del Sur, CARAGA
26	Rexan Bolotaolo	Principal	SDO Agusan del Norte, CARAGA
27	Renato Felipe Jr	PSDS	SDO Manila City, NCR
28	Lilibeth Gozo	Principal	SDO Valenzuela City, NCR
29	Filmore Caballero	CES	SDO Valenzuela City, NCR
30	Gilbert Arrieta	Faculty	Philippine Normal University