



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

**Office of the Schools Division Superintendent**

**November 24, 2025**

**DIVISION MEMORANDUM**

SGOD-2025 - 771

To : Assistant Schools Division Superintendent  
Division Chiefs  
Education Program Supervisors  
Public School District Supervisors  
Public School Heads  
Public School Teachers

Subject: **PARTICIPATION TO THE CONDUCT OF THE ACTIVITY TITLED  
EMPOWERLEAD: STRENGTHENING GENDER-RESPONSIVE SCHOOL  
LEADERSHIP**

1. In line with the Department of Education's commitment to mainstream gender in basic education and the promotion of an inclusive, safe, and gender-responsive learning environment, and pursuant to DepEd Order No. 32, s. 2017 – Gender-Responsive Basic Education Policy (and its Implementing Rules and Regulations), SDO Digos City, through the School Governance and Operations Division (SGOD)-Gender and Development (GAD), shall conduct a training entitled "EmpowerLead: Strengthening Gender-Responsive School Leadership", on December 10, 2025 to be held in Venue 88 Hotel, General Santos City.
2. Participants in this activity shall include all School Heads, SDO Program Holders, and members of the SDO Management Committee (MANCOM).
3. Relevant details and information are provided in the enclosures.
4. Immediate dissemination and compliant with this Memorandum is directed.

**MELANIE P. ESTACIO, PhD, CESO VI**  
Schools Division Superintendent

DepEd Schools Division of Digos City  
RECORDS SECTION

**RELEASED**  
DATE: NOV 26 2025 TIME: 1:37 PM

BY: \_\_\_\_\_

Enclosed: As stated.  
SGOD/jsa



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**Program Matrix / Schedule of Activities**

(Dec. 10, 2025)

Time	Activity / Session	Description / Focus	Methodology	Person In-Charge
7:50 8:00 AM	Arrival & Registration			
8:00 – 8:30 AM	Opening Program	Welcome message, objectives overview, and setting of expectations	Opening ceremony, message from head, overview presentation	Secretariat / Training Facilitator
8:30AM – 10:00 NN	Session 1: Emotional Intelligence and Self-Awareness in Leadership	Explore the importance of emotional intelligence (EQ) for school leaders, focusing on how emotional self-awareness, self-regulation, and empathy contribute to effective leadership. Participants will learn how to manage their emotions, respond to stress, and foster positive relationships within their school community.	Interactive lecture	Facilitator
10:00AM-10:30AM	Health Break			
10:30AM – 12:00 NN	Session 2: Understanding and Addressing Gender Dynamics in School Leadership	Complexities of gender dynamics within the school community. School leaders will learn how to identify and address gender biases, stereotypes, and unequal power dynamics that impact decision-making, student outcomes, and staff interactions.	Interactive lecture	Facilitator
1:00 – 2:30 PM	Session 3: AI and PIVOT in Inclusive Leadership: Promoting Gender Equality and Diversity Excel	Provide school leaders with the knowledge and skills needed to advocate for gender equality and implement inclusive policies that support diverse groups, including students, teachers, and non-teaching staff. Emphasis will be placed on promoting	Interactive lecture	Facilitator





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		equitable opportunities and outcomes for all genders.		
2:30 – 3:00 PM	Health Break			
3:00 – 4:30 PM	Session 4: Creating a Supportive and Empowering School Environment for All	Focus on how school leaders can build an environment that supports the emotional, psychological, social, and professional well-being of all members of the school community, regardless of gender. The discussion will include strategies to foster a safe and empowering space for students, teachers, and staff, ensuring that diversity is celebrated and discrimination is eliminated.	Interactive lecture	Facilitator
4:30 – 5:00 PM	Synthesis, Sharing, and Closing Program	Summary of learnings, participant sharing, and awarding of certificates	Plenary discussion, closing remarks	Facilitator / Secretariat

