



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

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**Office of the Schools Division Superintendent**

**February 4, 2026**

**DIVISION MEMORANDUM**  
SGOD-2026 - D65

To : Assistant Schools Division Superintendent  
Division Chiefs  
Education Program Supervisors  
Public School District Supervisors  
Public School Heads  
Public School Teachers  
Designated Coaches/Mentors  
FY 2025 NASH Batch 2 Applicants

Subject: **CONDUCT OF INTENSIVE MENTORING AND COACHING FOR  
FY 2025 NASH BATCH 2**

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1. In line with the Department of Education's commitment to strengthening instructional leadership and school-based management, the Schools Division of Digos City shall conduct an **Intensive Mentoring and Coaching for FY 2025 NASH Batch 2**. This initiative is designed to systematically prepare identified applicants for the **FY 2025 National Qualifying Examination for School Heads (NASH), Batch 2**, scheduled on **March 29, 2026**, through structured mentoring, coaching, and guided learning sessions aligned with the Philippine Professional Standards for School Heads (PPSSH).
2. The activity shall be conducted from February to March 2026, covering Domains 1 to 5 of the PPSSH. The detailed Schedule of Activities, including specific dates, venues, time allotments, topics, and assigned coaches/mentors, is attached for reference and guidance.
3. All designated coaches/mentors are hereby directed to prepare and submit the reading materials, learning resources, presentation slides, and other relevant instructional materials for the assigned PPSSH domains. These materials shall be uploaded to the designated Google Drive folders on or before the timelines indicated in the approved schedule of activities, to ensure timely preparation and equitable access to learning resources for all FY 2025 NASH Batch 2 applicants.
4. All teachers affected by the schedule of the mentoring and coaching activities are required to properly arrange their classes in coordination with their respective school heads to ensure continuity of instruction. Likewise, school heads affected by the schedule shall designate an Officer-in-Charge (OIC) during the conduct of the scheduled mentoring and coaching sessions to ensure smooth school operations.



Address: Roxas Street cor. Lopez Jaena Street, Zone II, Digos City 8002  
Telephone No: (082)553-8396 | (082)553-8376 | (082)553-9170  
| (082)553-8375



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5. Further, mentors/coaches are reminded to prepare the required pre-test and post-test assessment items per domain, to support effective monitoring and evaluation of participants' learning progress throughout the mentoring and coaching process.
6. Strict compliance with this Memorandum is enjoined.

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

*2/5/26*

*IepEd Schools Division of Digos City*  
**RECORDS SECTION**

**RECEIVED** *74-7044-00*  
DATE: *05 FEB 2026* TIME: *1:17p*  
BY: *[Signature]*

Enclosed: As stated.  
SGOD/jsa



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List of FY 2025 NASH Batch 2 Applicants

Class A- Adviser: Beverly S. Daugdaug	
1.	Jonathan Almacin
2.	Marife Bohol
3.	Cesar Gevera, Jr.
4.	Alan Tizon
5.	Renato Calipayan
6.	Rowelem Rosima
7.	Jave Endar
8.	Lloyd Cervantes
9.	Dann Becamon
10.	Jay Ann Roldan
11.	Relialyn Ramos
12.	Cristie Bebs Ponio
Class B- Adviser: Sollie B. Oliver	
13.	Janice Alquizar
14.	Juvy Salise
15.	King Devesfruto
16.	Elecel Adam
17.	Jessie Balorio
18.	Denzel Aquino
19.	Joan Siega
20.	Marjun Rebosquillo
21.	Lesly Ann Rojo
22.	Beth Dedace
23.	Neil Michael Carillo
24.	Rizza Genon



**Enclosure 2.**

**INTENSIVE MENTORING AND COACHING FOR FY 2025 NASH BATCH 2**

**List of Mentors and Mentees**

<b>Mentee</b>	<b>Coach / Mentor</b>
Jonathan Almacin	Inda D. Nacua
Marife Bohol	Angel V. Bisaga Jr.
Cesar Gevera, Jr.	Elizabeth F. Quiñones
Alan Tizon	Joan M. Niones
Renato Calipayan	Eleser D. Mateo
Rowelem Rosima	Reyzen O. Monserate
Jave Endar	Zandria M. Sy
Lloyd Cervantes	Neil D. Bongcayao
Dann Becamon	Cherry Rossette E. Oliva
Jay Ann Roldan	Gervasio R. Salinas Jr.
Relialyn Ramos	Jem Boy B. Cabrella
Cristie Bebs Ponio	Raquel L. Cedeño
Janice Alquizar	Rowena M. Magdayao
Juvy Salise	Cherrie Anne B. Bohol
King Devesfruto	Mary Joy B. Fortun
Elecel Adam	Ronald B. Dedace
Jessie Balorio	Ida I. Juezan
Denzel Aquino	Ivy F. Solano
Joan Siega	Leilani T. Señires
Marjun Rebosquillo	Noba J. Rubion
Lesly Ann Rojo	Clarence S. Pillerin
Beth Dedace	Rodel L. Pagayon
Neil Michael Carillo	Ferna Renira T. Alde
Rizza Genon	Jessica G. Lucero

**INTENSIVE MENTORING AND COACHING FOR FY 2025 NASH BATCH 2**

**List of Facilitators**

1. Zandria M. Sy
2. Elizabeth F. Quiñones
3. Mary Joy B. Fortun
4. Ferna Renira T. Alde
5. Cherry Rossette E. Oliva
6. Neil D. Bongcayao
7. Jessica G. Lucero
8. Joan M. Niones
9. Rofelia De Mesa
10. Juvy Comaingking
11. Ruben Evarretta
12. Cecile Uy
13. Airon Alejandro
14. Jayzon Cardines
15. HNU Personnel

**INTENSIVE MENTORING AND COACHING FOR FY 2025 NASH BATCH 2**  
**Schedule of Activities**

Date Coverage	PPSSH Domain / Focus PPSSH Strand		Time Schedule	Topic Coach / Mentor
February 3, 2026, 1:30 PM at SDO Library Hub	FY 2025 NASH Batch 2 Applicants Meeting with the Schools Division Superintendent			
February 11, 2026, 1:30 PM at SDO Library Hub	Orientation	SGOD Related PPSSH Domains	1:15 pm – 2:15 pm	Sollie B. Oliver, Chief-SGOD
		CID Related PPSSH Domains	2:15 pm - 3:15 pm	Beverly S. Daugdaug, Chief-CID
		SEB Installation, NASH LMS	3:30 pm – 5:00 pm	Stephen R. Pascual, ITO
February 12, 2026	Uploading of Materials for Domain 1: Leading Strategically (Google Drive)			
				Class A (Adviser: Beverly S. Daugdaug) Venue: SDO Conference Room
February 13, 2026	Domain 1: Leading Strategically  General Mandates  1. Vision, Mission and Core Values 2. Policy Review and Implementation 3. School Planning and Implementation 4. Research to Improve School Performance 5. Programs, Projects and Activities 6. Learner Voice 7. Monitoring and Evaluation Processes and Tools  Supervisor: Ma. Genevieve T. Francisquete, ASDS  Advisers: Class A: Beverly S. Daugdaug, Chief - CID Class B: Sollie B. Oliver, Chief - SGOD  Coach / Mentor (Faculty)  1. Cherrie Anne B. Bohol 2. Eleser D. Mateo 3. Reyzen O. Monserate	8:00 am - 10:00 am	-General Mandates  (ASDS- Maria Genevieve T. Francisquete / Solie B. Oliver)	-School Planning & Implementation  -Research to Improve School Performance  (Marjun B. Rebosquillo)
		10:00 am – 10:15 am	Health Break	
		10:15 am – 12:00 noon	-Vision, Mission and Core Values -Policy Review & Implementation  (Cherrie Anne B. Bohol)	-Programs, Projects & Activities -Learner Voice Monitoring & Evaluation Processes and Tools  (Eleser D. Mateo Reyzen O. Monserate)
		12:00 nn – 1:00 pm	Lunch Break	
		1:00 pm – 3:00 pm	-School Planning & Implementation -Research to Improve School Performance  (Marjun B. Rebosquillo)	-General Mandates  (ASDS- Maria Genevieve T. Francisquete/ Solie B. Oliver)
		3:00 pm – 3:15 pm	Health Break	
		3:15 pm – 5:00 pm	-Programs, Projects & Activities -Learner Voice Monitoring & Evaluation Processes and Tools  (Eleser D. Mateo Reyzen O. Monserate)	-Vision, Mission and Core Values -Policy Review & Implementation  (Cherrie Anne B. Bohol)
February 19, 2026	Uploading of Materials for Domain 2: Managing School Operations and Resources (Google Drive)			
			Class A (Adviser: Beverly S. Daugdaug) Venue: SDO Library Hub	Class B (Adviser: Sollie B. Oliver) Venue: Conference Room
February 20, 2026	Domain 2: Managing School Operations and Resources	8:15 AM – 9:25 AM	School Data and Information (Aldin J. Barsalote)	Management of Staff (Noba J. Rubion)

<p>1. School Data and Information 2. Financial Management 3. School Facilities and Equipment 4. Management of Staff 5. School Safety for Disaster Preparedness, Mitigation, and Resiliency 6. Emerging Challenges and Opportunities</p> <p><b>Supervisor:</b> <b>Ma. Genevieve T. Francisquete, ASDS</b></p> <p><b>Advisers:</b> <b>Class A: Beverly S. Daugdaug, Chief - CID</b> <b>Class B. Sollie B. Oliver, Chief - SGOD</b></p> <p><b>Coach / Mentor (Faculty)</b></p> <table border="0"> <tr> <td>1. Aldin J. Barsalote</td><td>5. Noba J. Rubion</td></tr> <tr> <td>2. Jake Lloyd S. Vencio</td><td>6. Raquel L. Cedeño</td></tr> <tr> <td>3. Ma. Florinel Gallardo</td><td></td></tr> <tr> <td>4. Engr. Jerick Vergara</td><td></td></tr> </table>	1. Aldin J. Barsalote	5. Noba J. Rubion	2. Jake Lloyd S. Vencio	6. Raquel L. Cedeño	3. Ma. Florinel Gallardo		4. Engr. Jerick Vergara		9:25 AM – 10:35 AM	<b>Financial Management</b> (Jake Lloyd S. Vencio & Ma. Florinel Gallardo)	<b>School Safety for Disaster Preparedness, Mitigation, and Resiliency</b> (Noba J. Rubion)
1. Aldin J. Barsalote	5. Noba J. Rubion										
2. Jake Lloyd S. Vencio	6. Raquel L. Cedeño										
3. Ma. Florinel Gallardo											
4. Engr. Jerick Vergara											
10:35 AM – 10:50 AM	<b>Health Break</b>										
10:50 am – 12:00 nn	<b>School Facilities and Equipment</b> (Engr. Jerick Vergara)	<b>Emerging Challenges and Opportunities</b> (Raquel L. Cedeño)									
12:00 nn -1:00 pm	<b>Lunch Break</b>										
1:00 PM – 2:10 PM	<b>Management of Staff</b> (Noba J. Rubion)	<b>Financial Management</b> (Jake Lloyd S. Vencio & Ma. Florinel Gallardo)									
2:10 PM – 3:20 PM	<b>School Safety for Disaster Preparedness, Mitigation, and Resiliency</b> (Noba J. Rubion)	<b>School Facilities and Equipment</b> (Engr. Jerick Vergara)									
3:20 PM -3:35 PM	<b>Health Break</b>										
3:35 PM – 4:45 PM	<b>Emerging Challenges and Opportunities</b> (Raquel L. Cedeño)	<b>School Data and Information</b> (Aldin J. Barsalote)									

**February 25-26, 2026** **One-on-One Coaching and Mentoring (Tutorial) (Mentor and Mentee)**

<p>Domain 3: Focusing on Teaching and Learning</p> <p>1. School-Based Curriculum Review and Contextualization 2. Teaching Standard and Pedagogies 3. Teaching Performance Feedback 4. Learning Assessment 5. Learning Environment 6. Learner Discipline 7. Career Awareness and opportunities</p> <p><b>Supervisor:</b> <b>Ma. Genevieve T. Francisquete, ASDS</b></p> <p><b>Advisers:</b> <b>Class A: Beverly S. Daugdaug, Chief - CID</b> <b>Class B. Sollie B. Oliver, Chief - SGOD</b></p> <p><b>Coach / Mentor (Faculty)</b></p> <table border="0"> <tr> <td>1. Ivy F. Solano</td><td>5. Micah A. Fuentes</td></tr> </table>	1. Ivy F. Solano	5. Micah A. Fuentes	8:15 AM – 9:15 AM	<b>School-Based Curriculum Review and Contextualization</b> (Ivy F. Solano)	<b>Career Awareness and Opportunities</b> (Chona A. Lasib)
1. Ivy F. Solano	5. Micah A. Fuentes				
9:15 AM – 10:15 AM	<b>Teaching Standard and Pedagogies</b> (Clarence S. Pillerin)	<b>Learner Discipline</b> (Atty. Rodel L. Pagayon)			
10:15 AM - 10:30 AM	<b>Health Break</b>				
10:30 AM – 11:30 AM	<b>Teaching Performance Feedback</b> (Ida I. Juezan)	<b>Learning Environment</b> (HNU - Micah A. Fuentes)			
11:30 AM - 12:30 NN	<b>Lunch Break</b>				
12:30 nn – 1:30 pm	<b>Learning Assessment</b> (Jem Boy B. Cabrella)	<b>School-Based Curriculum Review and Contextualization</b> (Ivy F. Solano)			
1:30 PM – 2:30 PM	<b>Learning Environment</b> (HNU-Micah A. Fuentes)	<b>Teaching Performance Feedback</b> (Ida I. Juezan)			
2:30 PM - 2:45 PM	<b>Health Break</b>				
2:45 PM – 3:45 PM	<b>Learner Discipline</b> (Atty. Rodel L. Pagayon)	<b>Teaching Standard and Pedagogies</b> (Clarence S. Pillerin)			
3:45 PM – 4:45 PM	<b>Career Awareness and Opportunities</b> (Chona A. Lasib)	<b>Learning Assessment</b> (Jem Boy B. Cabrella)			

	2. Clarence S. Pillerin 3. Ida I. Juezan 4. Atty. Rodel L. Pagayon 6. Jem Boy B. Cabrella 7. Chona A. Lasib			
March 2-3, 2026	Uploading of Materials for Domain 3: Focusing on Teaching and Learning (Google Drive)			
			Class A (Adviser: Beverly S. Daugdaug) Venue: SDO Library Hub	Class B (Adviser: Sollie B. Oliver) Venue: Conference Room
March 5, 2026	<p>Domain 4: Developing Self and Others</p> <p>1. Personal and Professional Development 2. Professional Reflection and Learning to Improve Practice 3. School Personnel and Office Performance Management 4. Learning and Development of School Personnel 5. Developing Leadership in Individuals and Teams 6. Leading the Organizations Within the School 7. Rewards and Recognition 8. General Welfare of School Personnel</p> <p><b>Supervisor:</b> <b>Ma. Genevieve T. Francisquete, ASDS</b></p> <p><b>Advisers:</b> <b>Class A: Beverly S. Daugdaug, Chief - CID</b> <b>Class B. Sollie B. Oliver, Chief - SGOD</b></p> <p><b>Coach / Mentor (Faculty)</b></p> <p>1. Ronald Dedace 2. Janice Alquizar 3. Gervasio Salinas Jr. 4. Clarence Pillerin 5. Francis Jude Alcomendras</p>	8:00 am – 9:00 am	Personal and Professional Development (Ronald B. Dedace)	Developing Leadership in Individuals and Teams (Clarence S. Pillerin)
		9:00 am – 10:00 am	Professional Reflection and Learning to Improve Practice (Janice S. Alquizar)	Leading the Organizations Within the School (Clarence S. Pillerin)
		10:00 am - 10:15 am	Health Break	
		10:15 am – 11:15 am	School Personnel and Office Performance Management (Gervasio R. Salinas Jr.)	Rewards and Recognition (Clarence S. Pillerin)
		11:15 am – 12:15 nn	Learning and Development of School Personnel (Gervasio R. Salinas Jr.)	General Welfare of School Personnel (Francis Jude D. Alcomendras)
		12:15 nn- 12:45 nn	Lunch Break	
		12:45 pm -1:45 pm	Developing Leadership in Individuals and Teams (Clarence S. Pillerin)	Personal and Professional Development (Ronald B. Dedace)
		1:45 pm – 2:45 pm	Leading the Organizations Within the School (Clarence S. Pillerin)	Professional Reflection and Learning to Improve Practice (Janice S. Alquizar)
		2:45 pm - 3:00 pm	Health Break	
		3:00 pm – 4:00 pm	Rewards and Recognition (Clarence S. Pillerin)	School Personnel and Office Performance Management (Gervasio R. Salinas Jr.)
		4:00 pm – 5:00 pm	General Welfare of School Personnel (Francis Jude D. Alcomendras)	Learning and Development of School Personnel (Gervasio R. Salinas Jr.)
			Class A (Adviser: Beverly S. Daugdaug) Venue: SDO Conference Room	Class B (Adviser: Sollie B. Oliver) Venue: SDO Library Hub
March 6, 2026	<p>Domain 5: Building Connections</p> <p>1. Managing Diverse Relationships 2. Inclusive Practice 3. Communication 4. Community Engagement</p>	8:00 am – 10:00 am	Managing Diverse Relationships (Rowena M. Magdayao)	Communication (Leilani T. Señires)
		10:00 am -10:15 am	Health Break	
		10:15 am – 12:00 nn	Inclusive Practice (Inda D. Nacua)	Community Engagement (Peter-Jason C. Senarillos)
		12:00 nn – 1:00 pm	Lunch Break	
		1:00 pm – 2:00 pm	Communication	Managing Diverse Relationships

<b>Supervisor:</b> <b>Ma. Genevieve T. Francisquete, ASDS</b>  <b>Advisers:</b> <b>Class A: Beverly S. Daugdaug, Chief - CID</b> <b>Class B. Sollie B. Oliver, Chief - SGOD</b>  <b>Coach / Mentor (Faculty)</b> 1. Rowena Magdayao 2. Inda Nacua 3. Leilani T. Señires 4. Peter-Jason C. Senarillos	(Leilani T. Señires)	(Rowena M. Magdayao)
	2:00 pm – 2:15 pm	Health Break
	2:15 pm – 5:00 pm	<b>Community Engagement</b> (Peter-Jason C. Senarillos)
	<b>Inclusive Practice</b> (Inda D. Nacua)	
March 12-13, 2026	Focus on Comprehension and Testmanship (Skimming and Scanning, Purposive Reading, Strategies in Reading)	
March 15, 2026	Mock Assessment (Facilitated by RO)	
March 20, 2026	Final Coaching and Mentoring	
March 29, 2026	Examination Day	

**Note:**

Mentors / Coaches shall prepare Items for Pre-test / Post-test per domain (3 Situationer- 10 items per situationer)