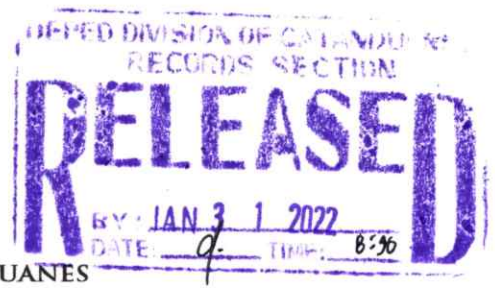




Republic of the Philippines
Department of Education
REGION V

SCHOOLS DIVISION OFFICE OF CATANDUANES



January 27, 2022

DIVISION MEMORANDUM

No. 55 s. 2022

**DIVISION CAPACITY BUILDING FOR ASPIRING PRINCIPALS ON
PPSSH MODULES**

To: Chief Education Supervisors
Education Program Supervisors
Public School District Supervisors
Elementary and Secondary School Heads
Unit/Section Heads

1. The Human Resource Development Unit in compliance to Regional Unnumbered Memorandum entitled "Capacity Building for Aspiring Principals on PPSSH Modules" will conduct the Division Capacity Building of Aspiring Principals on PPSSH Modules on **February 2, 3, 7, 8, 9, 14, 15, 16, 2022**.
2. The activity aims to:
 - a. Enhance the Skills and competencies of aspiring principals of this Division based on PPSSH standards.
 - b. Increase the number of NQESH qualifiers in the Division.
3. Participants in this activity are the 229 Teachers/Head Teachers/Teachers-In-Charge who met the minimum requirements to take the NQESH.
4. The training is free of charge. However, the participants are responsible for their respective meals during the training. The training management, facilitators, and support staff shall have the meals provision charged to HRTD fund.



San Roque, Virac, Catanduanes
(052) 811-40-63
catanduanes@deped.gov.ph



Republic of the Philippines
Department of Education
REGION V
SCHOOLS DIVISION OFFICE OF CATANDUANES

5. The activity will be conducted on the following venues:

VENUE	CLASS
Catanduanes NHS	A
Juan M. Alberto Memorial ES	B
Gogon ES	C
Virac Central ES	D
Virac Pilot ES	E

6. The training is free of charge. However, the participants are responsible for their respective meals during the training. The training management, facilitators, and support staff shall have the meals provision charged to HRTD fund.
7. The List of Participants per Class. List of Facilitators by Strand, Training Schedule, Technical, Planning, and Working Committees are found in Enclosures 1, 2, 3, 4 respectively.
8. For information, dissemination, and compliance

SUSAN S. COLLANO

Asst. Schools Division Superintendent
Officer-In-Charge -
Office of the Schools Division Superintendent

Encl: As stated

References:

To be indicated in the Perpetual Index under the following subjects:

PPSSH NQESH Training



San Roque, Virac, Catanduanes
(052) 811-40-63
catanduanes@deped.gov.ph

ENCLOSURE 1: LIST OF PARTICIPANTS BY CLASS

Count Venue	Class A	
	Catanduanes NHS	
	District	Name
1	Virac North	Ginalyn Balute
2	Virac North	Ma. Eloisa Gonzales
3	Virac North	Nenita S. Qua
4	Virac North	Sherlen V. Dedicatoria
5	Virac North	Delia L. Huit
6	Virac North	Elmer V. Zafe
7	Virac North	Mila V. Bonayon
8	Virac North	Nissie Z. Gianan
9	Virac North	Rommel E. Alcantara
10	Virac North	Arlene P. Alberto
11	Virac North	Blesilda V. Tria
12	Virac North	Carol Gil
13	Virac North	Francis M. Tabios
14	Virac North	Jorge Victor M. Sales
15	Virac North	Jose Roy Aguilar
16	Virac North	Jupiter L. Torno
17	Virac North	Raquel C. Alfon
18	Virac North	Corazon T. Valeza
19	Virac North	Dianne Fritz M. Safe
20	Virac North	Helen R. Tabios
21	Virac North	Janet T. Abundo
22	Virac North	Mary Ann S. Gonzales
23	Virac North	Arjay Callos
24	Virac North	Cecilia Camacho
25	Virac North	Conception Berja
26	Virac North	Ida Serilla
27	Virac North	Jayson Vargas
28	Virac North	Jose Angelo Aquino
29	Virac North	Juan Boridas
30	Virac North	Lydia Vitalicio
31	Virac North	Marilen Tacorda
32	Virac North	Mary Jane Ubalde
33	Virac North	Myrin Aguilar
34	Panganiban	Felipe F. Tuldac, Jr.
35	Panganiban	Rene G. Tuldac
36	Panganiban	Corazon C. Magtangob
37	Panganiban	Cherilyn T. Turado
38	Panganiban	Beatriz M. Arisapa
39	Panganiban	Romeo M. Alberto
40	Panganiban	Glenn O. Valledor
41	Panganiban	Jinckymay F. Fernandez
42	Panganiban	Jovelyn V. Salvador
43	SDO Catanduanes	Anjo G. Tugay
44	SDO Catanduanes	Jane T. Tuplano
45	SDO Catanduanes	Maria Rita SR. Tablate
46	Caramoran North	Ramir Del Barrio
47	Caramoran North	Shiela D. Cabcab
48	Caramoran North	Pamela I. Gurrobat
49	Virac North	Robert Dela Rosa

Count Venue	Class B	
	Virac Central ES	
	District	Name
1	Virac South	Joan G. Correo
2	Virac South	Robert V. Tablate
3	Virac South	Daisy V. Cambonga
4	Virac South	Ricky P. Delos Santos
5	Virac South	Maricon P. Romero
6	Virac South	Marisol T. Tablizo
7	Virac South	Olivia P. Quintal
8	Virac South	Rebecca F. Basinio
9	Virac South	Shiela O. Torrazo
10	Virac South	Charmaine A. Vargas
11	Virac South	Crisanta T. Vargas
12	Virac South	Janet L. Benavidez
13	Virac South	Walter L. Mariñas
14	Virac South	Anna Liza T. Sorreda
15	Virac South	Mary Liza T. Ibayan
16	Virac South	Wennie V. Sarmineto
17	San Andres East	Rogelio L. Sontillano
18	San Andres East	Wenceslao M. Zafe
19	San Andres East	Wilson C. Santelices
20	San Andres East	Allan M. Benoyo
21	San Andres East	Charena P. Villegas
22	San Andres East	Efren T. Gurrobat
23	San Andres East	Ginalyn M. Guerrero
24	San Andres East	Jayson B. Gianan
25	San Andres East	Evelyn P. Garcia
26	San Andres East	Lorna T. Bagadiong
27	San Andres West	Michael Angelo B. Almazan
28	San Andres West	Ronald O. Coronejo
29	San Andres West	Calvin Imperial
30	San Andres West	Lilibeth B. Manlagnit
31	San Andres West	Rachel C. Varags
32	San Andres West	Alex T. Habana
33	San Andres West	Gina S. Zuniega
34	San Andres West	Mitshelina O. Surban
35	San Andres West	Jocelyn O. Rima
36	San Andres West	Maria Fatima C. Tarala
37	San Andres West	Melody B. Climaco
38	San Andres West	Elizabeth C. Lazaro
39	San Andres West	Hilario B. Sollegue, Jr.
40	San Andres West	Joue B. Bongon
41	San Andres West	Joni S. Toledo
42	San Andres West	Alfredo I. Abejo, Jr.
43	San Andres West	Danilo Jr. C. Climaco
44	San Andres West	Ronnie M. Cerico
45	San Andres West	Jose R. De Loyola

Count	Class C	
Venue	Gogon ES	
	District	Name
1	Baras South	Cathelyn B. Arcilla
2	Baras South	Floredo T. Vergara Jr.
3	Baras South	Maribel B. Tagoo
4	Baras South	Dakila T. Pinacate
5	Baras South	Arsenia T. Tejada
6	Baras South	Analiza R. Ordiz
7	Baras South	Marilyn C. Biscarra
8	Baras South	Nicanor T. Buendia
9	Baras South	Pamila T. Tenerife
10	Baras South	Rosita R. Marino
11	Baras South	Ruth C. Guerrero
12	Baras South	Jovel T. Tendencia
13	Bato East	Ma. Cleofe M. Rojas
14	Bato East	Cynthia V. Rojas
15	Bato East	Emma T. Marin
16	Bato East	Marites O. Tatel
17	Bato East	Ronald M. Tesorero
18	Bato East	Fernando T. Molina
19	Bato East	Fredelyn M. Tarrobal
20	Bato East	Gina T. Lizaso
21	Bato East	Katrina M. Ibdaloza
22	Bato East	Kristine Carla T. Rojas
23	Bato East	Romel T. Lizaso
24	Bato East	Salvador T. Flores
25	Bato East	Noel D. Torreña
26	Bato East	Joel V. Masagca
27	Bato East	Alex I. Torres
28	Bato East	Wilson I. Tresmanio
29	Bato West	Ma. Shiela C. Clemente
30	Bato West	Ruth P. Bohayo
31	Bato West	Salvacion R. Patropez
32	Bato West	Leizel V. Parungao
33	Bato West	Annaliza B. Torreña
34	Bato West	Mary Grace T. Tayam
35	Bato West	Mark John D. Eustaquio
36	Bato West	Ofelia T. Garcia
37	Bato West	Angelito R. Paragas
38	Bato West	Aureel P. Sabalas
39	Caramoran North	Jil Ann S. Sarmiento
40	Caramoran North	Edwin I. Resare
41	Caramoran North	Salve S. Sena
42	Caramoran North	Joven O. Onan
43	Caramoran North	Marichris E. Eusebio
44	Caramoran North	Joey D. Antonio
45	Caramoran North	Irene T. Aguilar

Count	Class D	
Venue	JMAMES	
	District	Name
1	Baras North	Gabelyn R. Hubaldo
2	Baras North	Noemi B. Bisco
3	Baras North	Elsie T. Lizaso
4	Baras North	Marrisa T. Aguilar
5	Baras North	Solita T. Tusi
6	Baras North	Ara V. Bodota
7	Baras North	Annabel T. Delos Reyes
8	Baras North	Emma V. Dayawon
9	Baras North	Jan Marvin A. Toledana
10	Baras North	Maribeth F. Torres
11	Baras North	Wilma P. Timwat
12	Baras North	Levi V. Taway
13	Baras North	Allan E. Tanael
14	Baras North	Lilybeth T. Gualberto
15	Caramoran South	Irene D. Solsona
16	Caramoran South	María B. Vigem
17	Caramoran South	Shiela S. Brillante
18	Caramoran South	Jezreel D. Lopez
19	Caramoran South	Maricon D. Bernal
20	Caramoran South	Hizel L. Del Barrio
21	Caramoran South	Dante C. Atienza
22	Caramoran South	Lea R. Nazareno
23	Caramoran South	Maria Soledad E. Sabeniano
24	Pandan East	Mary Jane S. Rima
25	Pandan West	Joel Datoon
26	Pandan West	Ma. Joan Samudio
27	Pandan West	Glenda Isorena
28	Pandan West	Vicente Comida
29	Pandan West	Charmaine L. Sanchez
30	Pandan West	Malenie I. Trinidad
31	Pandan West	Maria Soledad A. Conche
32	Pandan West	Eric Torio
33	Pandan West	Leodevic M. Leona
34	Pandan West	Myla Delos Santos
35	Pandan West	Ramil Antonio
36	Pandan West	Robert Santelices
37	Pandan West	Arlene Obico
38	San Miguel North	Agnes T. Doblón
39	San Miguel North	Rolyn T. Trinidad
40	San Miguel North	Rey King T. Bernal IV
41	San Miguel North	Monirose T. Tanteo
42	San Miguel North	Jingkee J. Torreña
43	San Miguel North	Alex S. Aguilar
44	San Miguel North	Ronaldo T. Rodulfo
45	San Miguel North	Eddie T. Cadag

Count Venue	Class E	
	Virac Pilot ES	
	District	Name
1	Bagamanoc North	Janine F. Cabrera
2	Bagamanoc North	Maria Luz G. Bautista
3	Bagamanoc North	Ma. Gelyn D. Segismundo
4	Bagamanoc North	Raul Villacorta
5	Bagamanoc North	Rebecca C. Villacorta
6	Bagamanoc North	Erlinda P. Villacorta
7	Bagamanoc South	Lolita P. Dela Rosa
8	Bagamanoc South	Helen M. Arandia
9	Bagamanoc South	Mariel V. Evangelista
10	Bagamanoc South	Alma A. Villaflor
11	Bagamanoc South	Jenny E. Cabrera
12	Bagamanoc South	Maria Gracia A. Baluyot
13	Bagamanoc South	Aileen V. Vera
14	Bagamanoc South	Cynthia P. Evangelista
15	San Miguel South	Christophere S. Tapas
16	San Miguel South	Aileen A. Tabilog
17	San Miguel South	Cristy T. Gianan
18	San Miguel South	Jhonney Boy D. Bernal
19	San Miguel South	Bert T. Timbal
20	San Miguel South	Jesyca Barro
21	San Miguel South	Leo T. Tosoc
22	San Miguel South	Rowena Tindugan
23	Viga East	Cecile T. Leon
24	Viga East	Arnulfo T. Tawat Jr.
25	Viga East	Genaro V. Robles
26	Viga East	Rowena T. Tonio
27	Viga East	Marisol T. Belarmino
28	Viga East	Ricky V. Tid
29	Viga East	Michelle T. Abundo
30	Viga East	Sheryl U. Lita
31	Viga West	Shyrl V. Tuplano
32	Viga West	Perfecto M. Usero
33	Viga West	Marites D. Sanchez
34	Viga West	Rene O. Tumaque
35	Viga West	Amos T. Tuplano Sr.
36	Viga West	Kennon Jay U. Ogena
37	Viga West	Jowe T. Tanio
38	Viga West	Na. Catherine D. Velasco
39	Viga West	Francia T. Tebelin
40	Viga West	Jose O. Aguinillo
41	Viga West	Erlywyn P. Ocfemia
42	Viga West	Cheryl B. Vistal
43	Viga West	Roselle B. Tubale
44	Gigmoto	Rico Trollano
45	Gigmoto	Juan Tatad

ENCLOSURE 2: LIST OF LEARNING FACILITATOR BY STRAND

PPSSH Domain	Strand		Name of Learning Facilitators	Alloted Numbe of Hours
Domain 1	1.1	Vision, Mission and Core Values	Susan S. Collano	1 ½ hours
	1.2	School Planning and Implementation	Ma. Luisa T. Dela Rosa	2 hours
	1.3	Policy Implementation and Review	Romel G. Petajen	1 ½ hours
	1.4	Research and Innovation	Mary Jean S. Romero	2 hours
	1.5	Program Design and Implementation	Efren O. Matienzo	1 ½ hours
	1.6	Learner Voice	Efren O. Matienzo	1 ½ hour
	1.7	Monitoring and Evaluation processes and tools	Brenda V. Villarey	2 hours
Domain 2	2.1	Records Management	Marisol Lim	3 hours
	2.2	Financial Management	Angelo James Aguinalde	1 ½ hours
	2.3	School Facilities and Equipments	Edgar A. Rima	1 hour
	2.4	Management of Staff	Cynthia D. Usero	1 hour
	2.5	School safety for Disaster Preparedness,	Ma. Audrea L. Vivo	1 ½ hour
	2.6	Emerging Opportunities and Challenges	Myla B. Cordial	1 ½ hours
Domain 3	3.1	School – Based review, contextualization and	Maybelle V. Rubio	2 hours
	3.2	Teaching Standards and Pedagogies	Jezrahel T. Omadto	2 hours
	3.3	Teacher Performance Feedback	Jane C. Tabor	2 hours
	3.4	Learner Achievement and other performance	Jane C. Tabor	2 hours
	3.5	Learning Assessment	Elias A. Abundo	1 ½ hours
	3.6	Learning Environment	Josalie T. Tonio	1 hour
	3.7	Career Awareness and Opportunities	Mary Jean S. Romero	1 hour
	3.8	Learner discipline	Fe. B. Mendoza	2 hours
Domain 4	4.1	Personal and Professional Development	Nieva D. Tuibeo	1 hour
	4.2	Professional Reflection and learnings	Ruth T. Sorrrera	1 hour
	4.3	Professional Networks	Myla B. Cordial	1 hour
	4.4	Performance Management	Mary Rose B. Sta. Rosa	2 hours
	4.5	Professional Development of School Personnel	Frankie T, Turalde	2 hours
	4.6	Leadership Development in individuals and	Gina Custodio	1 ½ hours
	4.7	General Welfare of Human Resource	Shirley Villaranda	1 ½ hours
	4.8	Rewards and Recognition Mechanism	Susan S. Collano	2 hours
Domain 5	5.1	Management of diverse relationships	Niño Gerald A. Ceneta	1 ½ hours
	5.2	Management of School Organizations	Dennis Gianan	3 hours
	5.3	Inclusive Practice	Gina B. Pantino	1 ¼ hours
	5.4	Communication	Arnold Valledor	1 ½ hours
	5.5	Community Engagement	Miguelito Rodriguez	1 ½ hours
Additional		School-Based Management	Sarah S. Chiong	1 ½ hours

ENCLOSURE 3: TRAINING SCHEDULE

Time/Class	Class A	
Venue	CATANDUANES NHS	
	Strand/Topic	Learning Facilitator
FEBRUARY 2		
07:30-08:00 AM	Opening Program	
08:00-09:00 AM	Pre-Test	
09:00-10:30 AM	Vision, Mission, Core Values	Susan Collano
10:30-12:30 AM	School Planning and Implementation	Ma. Luisa Dela Rosa
12:30-01:30 PM	Lunch Break	
01:30-03:00 PM	Policy Implementation & Review	Romel Petajen
03:00-05:00 PM	Research and Innovation	Mary Jean Romero
17:00	Debriefing of PMT	
FEBRUARY 3		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Program Design and Implementation	Efren Matienzo
10:00-11:30 AM	Learners' Voice	Efren Matienzo
11:30-12:30 NN	Monitoring & Evaluation Process and Tools	Brenda Villarey
12:30-01:30 PM	Lunch Break	
01:30-14:30 PM	Monitoring & Evaluation Process and Tools Continuation	Brenda Villarey
02:30-05:30 PM	Records Management	Milagros Lim
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 7		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Financial Management	Angelo James Aguinalde
10:00-11:30 PM	School Safety for Disaster Preparedness and Mitigation	Ma. Audrea Vivo
11:30-12:30 PM	School Facilities and Equipments	Edgar Rima
12:30-01:30 PM	Lunch Break	
01:30-02:30 PM	Management of Staff	Cynthia Usero
02:30-04:00 PM	Emerging Opportunities	Myla Cordial
04:00-05:00 PM	Career Awareness and Opportunities	Mary Jean Romero
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 8		
08:00-08:30 AM	Management of Learning	
08:30-10:30 AM	School-based Review, Contextualization, and Implementaion of Learning Standards	Maybelle Rubio
10:30-12:30 NN	Teacher Performance Feedback	Jane Tabor
12:30-01:30 PM	Lunch Break	
01:30-03:30 PM	Teaching Standards and Pedagogies	Jezrahel Omadto
03:30-05:30 PM	Learning Achievement & Other KPI (J. Tabor)	
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 09		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Learning Assessment	Elias Abundo
10:00-12:00 NN	Learner Discipline	Fe Mendoza
12:00-01:00 PM	Lunch Break	
01:00-02:00 PM	Learning Environment	Josalie Tonio
02:00-03:00 PM	Personal and Professional Development	Nieva Tuibeo
03:00-05:00 PM	Performance Management	Mary Rose Sta. Rosa
05:00-05:30 PM	Debriefing of PMT	

ENCLOSURE 3: TRAINING SCHEDULE

Time/Class	Class A	
Venue	CATANDUANES NHS	
FEBRUARY 14		
08:00-08:30 AM	Management of Learning	
08:30-09:30 AM	Professional Reflections and Learning	Ruth Sorrrera
09:30-11:00 AM	Leadership Development in Individuals and Teams	Gina Custodio
11:00-12:00 NN	Professional Dev't of School Personnel	Frankie Turalde
12:00-01:00 PM	Lunch Break	
01:00-02:00 PM	Professional Dev't of School Personnel Continuation	Frankie Turalde
02:00-04:00 PM	Rewards & Recognition	Susan Collano
04:00-05:00 PM	Professional Networks	Myla Cordial
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 15		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	General Welfare of Human Resource	Shirley Villaranda
10:00-12:00 NN	Management of School Organizations	Dennis Gianan
12:00-13:00 NN	Lunch Break	
01:00-02:00 PM	Management of School Organizations Continuation	Dennis Gianan
02:00-03:30 PM	Management of Diverse Relationships	Nino Gerald Ceneta
03:30-05:00 PM	Inclusive Practice	Gina Pantino
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 16		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Communication	Arnold Valledor
10:00-11:30 AM	Community Engagement	Miguel Rodriguez
11:30-12:30 NN	Lunch Break	
12:30-02:00 PM	School-based Management	Sarah Chiong
02:00-03:00 PM	Post Test	
15:00	Closing Program	

Time/Class	CLASS B	
Venue	JUAN M. ALBERTO MEMORIAL ES	
FEBRUARY 2	Strand/Topic	Learning Facilitator
07:30-08:00 AM	Opening Program	
08:00-09:00 AM	Pre-Test	
09:00-10:30 AM	Financial Management	Angelo James Aguinalde
10:30-12:00 NN	School Safety for Disaster Preparedness (MJ Romero)	Mary Jean Romero
12:00-01:00 PM	Lunch Break	
01:00-02:00 PM	School Facilities and Equipments	Edgar Rima
02:00-03:00 PM	Management of Staff	Cynthia Usero
03:00-06:00 PM	Records Management	Marisol Lim
06:00-06:30 PM	Debriefing of PMT	
FEBRUARY 3		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Emerging Opportunities	Myla Cordial
10:00-12:00 NN	School-based Review, Contextualization, and Implementaion of Learning Standards	Maybelle Rubio
12:00-01:00 NN	Lunch Break	
01:00-03:00 PM	Teacher Performance Feedback	Jane Tabor
03:00-05:00 PM	Teaching Standards and Pedagogies	Jezrahel Omadto
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 7		
08:00-08:30 AM	Management of Learning	
08:30-10:30 AM	Learning Achievement & Other KPI	Jane Tabor
10:30-12:30 NN	Learner Discipline	Fe Mendoza
12:30-01:30 PM	Lunch Break	
01:30-02:30 PM	Career Awareness and Opportunities	Mary Jean Romero
02:30-03:30 PM	Learning Environment	Josalie Tonio
03:30-05:00 PM	Learning Assessment	Elias Abundo
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 8		
08:00-08:30 AM	Management of Learning	
08:30-09:30 AM	Personal and Professional Development	Nieva Tuibeo
09:30-10:30 AM	Professional Reflections and Learning	Ruth Sorrrera
10:30-11:30 AM	Performance Management	Mary Rose Sta. Rosa
11:30-12:30 NN	Lunch Break	
12:30-01:30 PM	Performance Management Continuation	Mary Rose Sta. Rosa
01:30-03:30 PM	Professional Dev't of School Personnel	Frankie Turalde
03:30-05:00 PM	Leadership Development in Individuals and Teams	Gina Custodio
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 09		
08:00-08:30 AM	Management of Learning	
08:30-10:30 AM	Rewards & Recognition	Susan Collano
10:30-12:00 NN	General Welfare of Human Resource	Shirley Villaranda
12:00-01:00 PM	Lunch Break	
01:00-02:00 PM	Professional Networks	Myla Cordial
02:00-05:00 PM	Management of School Organizations	Dennis Gianan
05:00-05:30 PM	Debriefing of PMT	

CLASS B

CLASS B		
FEBRUARY 14		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Management of Diverse Relationships	Nino Gerald Ceneta
10:00-11:30 AM	Inclusive Practice	Gina Pantino
11:30-12:30 NN	Lunch Break	
12:30-02:00 PM	Communication	Arnold Valledor
02:00-03:30 PM	Community Engagement	Miguel Rodriguez
03:30-05:00 PM	School-based Management	Sarah Chiong
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 15		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Vision, Mission, Core Values	Susan Collano
10:00-12:00 AM	School Planning and Implementation	Ma. Luisa Dela Rosa
12:00-01:00 PM	Lunch Break	
01:00-02:30 PM	Policy Implementation & Review	Romel Petajen
02:30-04:00 PM	Program Design and Implementation	Efren Matienzo
04:00-05:30 PM	Learners' Voice	Efren Matienzo
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 16		
08:00-08:30 AM	Management of Learning	
08:30-10:30 AM	Research and Innovation	Mary Jean Romero
10:30-12:30 NN	Monitoring & Evaluation Process and Tools	Brenda Villarey
12:30-01:30 PM	Lunch Break	
01:30-02:30 PM	Post Test	
02:30-03:30 PM	Closing Program	

Time/Class	Class C	
Venue	GOGON ES	
FEBRUARY 2	Strand/Topic	Learning Facilitator
07:30-08:00 AM	Opening Program	
08:00-09:00 AM	Pre-Test	
9:00-11:00 AM	School-based Review, Contextualization, and Implementaion of Learning Standards	Maybell Rubio
11:00-12:30 AM	Learning Assessment	Elias Abundo
12:30-01:30 PM	Lunch Break	
01:30-02:30 PM	Career Awareness and Opportunities	Mary Jean Romero
02:30-03:30 PM	Learning Environment	Josalie Tonio
03:30-05:30 PM	Teacher Performance Feedback	Jane Tabor
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 3		
08:00-08:30 AM	Management of Learning	
08:30-10:30 AM	Learning Achievement & Other KPI	Jane Tabor
10:30-12:30 NN	Teaching Standards and Pedagogies	Jezrahel Omadto
12:30-01:30 PM	Lunch Break	
01:30-03:30 PM	Learner Discipline	Fe Mendoza
03:30-04:30 PM	Personal and Professional Development	Nieva Tuibeo
04:30-05:00 PM	Debriefing of PMT	
FEBRUARY 7		
08:00-08:30 AM	Management of Learning	
08:30-09:30 AM	Professional Reflections and Learning	Ruth Sorrrera
09:30-10:30 AM	Professional Networks	Myla Cordial
10:30-12:30 NN	Performance Management	Mary Rose Sta. Rosa
12:30-01:30 PM	Lunch Break	
01:30-03:30 PM	Professional Dev't of School Personnel	Frankie Turalde
03:30-05:30 PM	Rewards & Recognition	Susan Collano
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 8		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Leadership Development in Individuals and Teams	Gina Custodio
10:00-11:30 AM	General Welfare of Human Resource	Shirley Villaranda
11:30-12:30 NN	Lunch Break	
12:30-03:30 PM	Management of School Organizations	Dennis Gianan
03:30-05:00 PM	Management of Diverse Relationships	Nino Gerald Ceneta
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 09		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Inclusive Practice	Gina Pantino
10:00-11:30 AM	Communication	Arnold Valledor
11:30-12:30 NN	Lunch Break	
12:30-02:00 PM	Community Engagement	Miguel Rodriguez
02:00-03:30 PM	School-based Management	Sarah Chiong
03:30-05:00 PM	Program Design and Implementation	Efren Matienzo
05:00-05:30 PM	Debriefing of PMT	

Time/Class	Class C	
Venue	GOGON ES	
FEBRUARY 14		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Vision, Mission, Core Values	Susan Collano
10:00-12:00 NN	School Planning and Implementation	Ma. Luisa Dela Rosa
12:00-01:00 PM	Lunch Break	
01:00-03:00 PM	Research and Innovation	Mary Jean Romero
03:00-04:30 PM	Learners' Voice	Efren Matienzo
04:30-05:00 PM	Debriefing of PMT	
FEBRUARY 15		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Policy Implementation & Review	Romel Petajen
10:00-12:00 PM	Monitoring & Evaluation Process and Tools	Brenda Villarey
12:00-01:00 PM	Lunch Break	
01:00-04:00 PM	Records Management	Marisol Lim
04:00-05:30 PM	Financial Management	Angelo James Aguinalde
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 16		
08:00-0830 AM	Management of Learning	
08:30-09:30 AM	School Facilities and Equipments	Edgar Rima
09:30-10:30 AM	Management of Staff	Cynthia Usero
10:30-12:00 NN	Emerging Opportunities	Myla Cordial
12:00-01:00 PM	Lunch Break	
01:00-02:30 PM	School Safety for Disaster Preparedness and Mitigation	Maria Audrea Vivo
02:30-03:30 PM	Post Test	
03:30-04:30 PM	Closing Program	

Time/Class	Class D	
Venue	VIRAC CES	
FEBRUARY 2	Strand/Topic	Learning Facilitator
07:30-08:00 AM	Opening Program	
08:00-09:00 AM	Pre-Test	
09:00-10:00 AM	Personal and Professional Development	Nieva Tuibeo
10:00-11:00 AM	Professional Reflections and Learning	Ruth Sorrrera
11:00-12:00 AM	Professional Networks	Myla Cordial
12:00-01:00 PM	Lunch Break	
01:00-03:00 PM	Performance Management	Mary Rose Sta. Rosa
03:00-05:00 PM	Professional Dev't of School Personnel	Frankie Turalde
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 3		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Leadership Development in Individuals and Teams	Gina Custodio
10:00-11:30 AM	General Welfare of Human Resource	Shirley Villaranda
11:30-12:30 AM	Rewards & Recognition	Susan Collano
12:30-01:30 AM	Lunch Break	
01:30-02:30 PM	Rewards & Recognition Continuation	Susan Collano
02:30-04:00 PM	Management of Diverse Relationships	Nino Gerald Ceneta
04:00-05:30 PM	Inclusive Practice	Gina Pantino
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 7		
08:00-08:30 AM	Management of Learning	
08:30-11:30 AM	Management of School Organizations	Dennis Gianan
11:30-12:30 NN	Communication	Arnold Valledor
12:30-01:30 PM	Lunch Break	
01:30-02:00 PM	Communication Continuation	Arnold Valledor
02:00-03:30 PM	Community Engagement	Miguelito Rodriguez
03:30-05:00 PM	School-based Management	Sarah Chiong
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 8		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Vision, Mission, Core Values	Susan Collano
10:00-12:00 NN	School Planning and Implementation	Ma. Luisa Dela Rosa
12:00-01:00 NN	Lunch Break	
13:00-02:30 PM	Policy Implementation & Review	Romel Petajen
02:30-04:30 PM	Research and Innovation	Mary Jean Romero
04:30-05:00 PM	Debriefing of PMT	
FEBRUARY 09		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Program Design and Implementation (E. Matienzo)	Efren Matienzo
10:00-11:30 AM	Learners' Voice (E. Matienzo)	Efren Matienzo
11:30-12:30 PM	Lunch Break	
12:30-02:30 PM	Monitoring & Evaluation Process and Tools	Brenda Villarey
02:30-04:00 PM	Financial Management	Angelo James Aguinalde
04:00-05:00 PM	School Facilities and Equipments	Edgar Rima
05:00-05:30 PM	Debriefing of PMT	

Time/Class Venue	Class D VIRAC CES	
FEBRUARY 14		
08:00-08:30 AM	Management of Learning	
08:30-11:30 AM	Records Management	Marisol Lim
11:30-12:30 NN	Lunch Break	
12:30-01:30 PM	Management of Staff	Cynthia Usero
01:30-03:00 PM	Emerging Opportunities	Myla Cordial
03:00-04:30 PM	School Safety for Disaster Preparedness and Mitigation	Maria Audrea Vivo
04:30-05:00 PM	Debriefing of PMT	
FEBRUARY 15		
08:00-08:30 AM	Management of Learning	
08:30-10:30 AM	School-based Review, Contextualization, and Implementaion of Learning Standards	Maybelle Rubio
10:30-12:30 NN	Teacher Performance Feedback	Jane Tabor
12:30-01:30 PM	Lunch Break	
01:30-03:30 PM	Teaching Standards and Pedagogies	Jezrahel Omadto
03:30-05:30 PM	Learning Achievement & Other KPI (J. Tabor)	Jane Tabor
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 16		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Learning Assessment	Elias Abundo
10:00-11:00 AM	Learning Environment	Josalie Tonio
11:00-12:00 AM	Career Awareness and Opportunities	Mary Jean Romero
12:00-01:00 PM	Lunch Break	
01:00-03:00 PM	Learner Discipline	Fe Mendoza
03:00-04:00 PM	Post Test	
04:00-05:00 PM	Closing Program	

Time/Class	Class E	
Venue	VIRAC PILOT ES	
	Domain 5	Learning Facilitator
FEBRUARY 2		
07:30-08:00 AM	Opening Program	
08:00-09:00 AM	Pre-Test	
09:00-10:30 AM	Management of Diverse Relationships	Nino Gerald Ceneta
10:30-12:00 AM	Inclusive Practice	Gina Pantino
12:00-01:00 PM	Lunch Break	
01:00-02:30 PM	Communication	Arnold Valledor
02:30-05:30 PM	Management of School Organizations	Dennis Gianan
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 3		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Community Engagement	Miguelito Rodriguez
10:00-11:30 AM	School-based Management	Sarah Chiong
11:30-12:30 NN	Research and Innovation	Mary Jean Romero
12:30-01:30 PM	Lunch Break	
01:30-02:30 PM	Research and Innovation Cont	Mary Jean Romero
02:30-04:00 PM	Program Design and Implementation	Efren Matienzo
04:00-05:30 PM	Learners' Voice	Efren Matienzo
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 7		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Vision, Mission, Core Values	Susan Collano
10:00-12:00 NN	School Planning and Implementation	Ma. Luisa Dela Rosa
12:00-01:00 PM	Lunch Break	
01:00-02:30 PM	Policy Implementation & Review	Romel Petajen
02:30-04:30 PM	Monitoring & Evaluation Process and Tools	Brenda Villarey
04:30-05:00 PM	Debriefing of PMT	
FEBRUARY 8		
08:00-08:30 AM	Management of Learning	
08:30-10:00 PM	School Safety for Disaster Preparedness and Mitigation	Maria Audrea Vivo
10:00-12:00 NN	Records Management	Marisol Lim
12:00-01:00 PM	Lunch Break	
01:00-02:00 PM	Records Management Continuation	Marisol Lim
02:00-03:30 PM	Financial Management	Angelo James Aguinalde
03:30-04:30 PM	School Facilities and Equipments	Edgar Rima
04:30-05:30 PM	Management of Staff	Cynthia Usero
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 09		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Emerging Opportunities	Myla Cordial

Time/Class	Class E	
Venue	VIRAC PILOT ES	
10:00-12:00 NN	School-based Review, Contextualization, and Implementaion of Learning Standards	Maybelle Rubio
12:00-01:00 PM	Lunch Break	
01:00-03:00 PM	Teaching Standards and Pedagogies	Jezrahel Omadto
03:00-05:00 PM	Teacher Performance Feedback	Jane Tabor
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 14		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Learning Assessment	Elias Abundo
10:00-11:00 AM	Career Awareness and Opportunities	Mary Jean Romero
11:00-12:00 NN	Learning Environment	Joselie Tonio
12:00-01:00 PM	Lunch Break	
01:00-03:00 PM	Learning Achievement & Other KPI	Jane Tabor
03:00-05:00 PM	Learner Discipline	Fe Mendoza
05:00-05:30 PM	Debriefing of PMT	
FEBRUARY 15		
08:00-08:30 AM	Management of Learning	
08:30-09:30 AM	Personal and Professional Development	Nieva Tuibeo
09:30-10:30 AM	Professional Reflections and Learning	Ruth Sorrrera
10:30-12:30 NN	Performance Management	Mary Rose Sta. Rosa
12:30-01:30 NN	Lunch Break	
01:30-03:30 PM	Professional Dev't of School Personnel	Frankie Turalde
03:30-05:30 PM	Rewards & Recognition	Susan Collano
05:30-06:00 PM	Debriefing of PMT	
FEBRUARY 16		
08:00-08:30 AM	Management of Learning	
08:30-10:00 AM	Leadership Development in Individuals and Teams	Gina Custodio
10:00-11:30 AM	General Welfare of Human Resource	Shirley Villaranda
11:30-12:30 NN	Professional Networks	Myla Cordial
12:30-01:30 PM	Lunch Break	
01:30-02:30 PM	Post Test	
02:30-03:30 PM	Closing Program	

Enclosure No. 4: EXECUTIVE, TECHNICAL, AND WORKING COMMITTEES

EXECUTIVE COMMITTEE

SUSAN S. COLLANO
Assistant Schools Division Superintendent
OIC, Schools Division Superintendent

MA. LUISA T. DELA ROSA
Assistant Schools Division Superintendent

MARY JEAN S. ROMERO
Chief Education Supervisor, SGOD

ROMEL G. PETAJEN
Chief Education Supervisor, CID

AROLINE BORJA
Education Program Supervisor

PLANNING, TECHNICAL, AND WORKING COMMITTEE

Role	Person Responsible	Term of Reference
Training Manager	Elizabeth Urbano	Ensures that the training is implemented according to plan.
Domain Managers	Domain 1 – Efren Matienzo Domain 2 – Myla Cordial Domain 3 – Jane Tabor Domain 4 – Nieva Tuibeo Domain 5 – Gina Pantino	Ensures availability of Learning Facilitators in their respective domain during the training.
Class Managers	To be assigned by the School Head of the venue 1. CNHS-Jessica Sarmiento 2. JMAMES – Gladdy Glaiza Jiminez 3. GOGON ES-Riki Almojuela/Analyn Magtagnob 4. VIRAC CES – PSDS Merly Gonzales 5. VIRAC PILOT – Sandra JoseGarcia	Make sure that the training area has 50 chairs, 2 working tables, electric fans, projector and white screen, microphones and sound system. They will serve as the emcee/moderator all throughout the 8 days session roll-out. They will prepare a short opening and closing program.

<p>Process Observers</p>	<p>Class A - Cynthia Soneja Class B - Ma. Gina Templonuevo Class C - Belen Tapas Class D - Nelson Sicio Class E - Joselito Ruiz</p> <p>Alternate:</p> <ul style="list-style-type: none"> • Fe Mendoza • Gina Custodio • Clarissa Magdaraog • Amelia Eusebio • Lina Mariano • Salve Templo • Marivic Camacho 	<p>Observe the facilitator's commitment to the process as indicated in the session guide and training matrix.</p> <p>Facilitate the debriefing activity.</p>
<p>Resource Managers</p>	<p>Class A - Rona Mel Suaiso Class B - Dave Tantiado Class C - Sheryl Cambonga Class D - Joy Suaviso Class E - Jckyll Kerr Bonavente</p> <p>Alternate:</p> <ul style="list-style-type: none"> • Julius Coronejo • Ma. Eliza Icaranom • 1 pax/venue to be assigned by the School Head 	<p>Prepares and keeps daily attendance sheets.</p> <p>Provide logistical support.</p> <p>Assist the facilitators in the preparation and distribution of their materials during their session.</p> <p>Ensures that certificate of participation and appearance are available during the closing program.</p>
<p>M&E In-charge</p>	<p>Class A - Imaculate Latorre Class B - Sarah Chiong Class C - Marife Brequillo Class D - Rey Bonayon Class E - Rosario Vegim</p> <p>Alternate:</p> <ul style="list-style-type: none"> • Ahdel Idanan • Erma Pampanga • Emeline Francia Abrasaldo • Hidelita Posada • Rosita Tabirara 	<p>Distributes, Collects and consolidates the data in the M&E tool. Result shall be given to the Process Observer so that it can be discussed during the debriefing activity.</p>
<p>Health Personnel</p>	<p>To be assigned by the School Head of the venue</p> <ul style="list-style-type: none"> • 2 pax/venue <p>Aternate: SDO Nurses</p> <ul style="list-style-type: none"> • Ahdel Idanan • Erma Pampanga • Emeline Francia Abrasaldo • Hidelita Posada • Rosita Tabirara 	<p>Checks body temperature of participants and training team prior to entering the venue.</p> <p>Ensures that everyone is following the health protocol</p>