



Republic of the Philippines
Department of Education
Negros Island Region
SCHOOLS DIVISION OF SAGAY CITY

September 11, 2025

DIVISION MEMORANDUM

No. 561, s. 2025

**CONDUCT OF THE LEADERSHIP ENHANCEMENT PROGRAM FOR
HEAD TEACHERS AND TEACHERS-IN-CHARGE**

To: Asst. Schools Division Superintendent
Chief Education Supervisors – CID and SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. The Schools Division Office of Sagay City, through the Human Resource Development Section of the School Governance and Operations Division (SGOD), shall conduct a **LEADERSHIP ENHANCEMENT PROGRAM FOR HEAD TEACHERS AND TEACHERS-IN-CHARGE** on September 8–12, 2025, at the SDO Sagay City Conference Room.
2. This five-day live-out training is part of the Division's PRIME Leadership Program (Preparation and Readiness in Management and Education). It aims to prepare all Batch 1 NASH takers from both elementary and secondary schools for the National Assessment for School Heads on September 14, 2025.
3. Enclosed are the list of participants, schedule and facilitators for the entire duration of the review.
4. Expenses relative to this activity shall be on a self-provision basis.
5. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion, or other similar factors, or personal circumstances that run counter to the principles of equal opportunity.
6. Immediate and wide dissemination of this Memorandum is desired.

DANNIE CLARK M. UGUIL

Assistant Schools Division Superintendent
Officer-In-Charge
Schools Division Superintendent

Enclosure : As stated
Reference : None
Allotment : N/A
No. of Pages: _____



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

TRAINING SCHOOL LEADERS PPSH

FN: DCD/JBA/HRD/SGOD



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(Enclosure No. 1 to Division Memorandum No. 561, s. 2025)

LIST OF PARTICIPANTS			
No.	Name	School/Station	Position/ Designation
1	Jannah A. Garganera	Sagay National High School	Head Teacher IV
2	Genelyn R. Fuentesfina	Alfredo E. Marañon Sr. Elem. School (SOF)	Head Teacher III
3	Juliet M. Gansan	Baviera Elementary School	Head Teacher III
4	Regielee C. Flores	Hautea Integrated School	Head Teacher III
5	Joe Arvy S. Natan	Pedro R. Katalbas Sr. I Elementary School	Head Teacher III
6	Willyn D. Montaña	Himogaan Baybay IS	Head Teacher III
7	Haide O. Rublico	Pedro R. Katalbas Sr. II Elementary School	Head Teacher III
8	Nenita A. Logatiman	Briones-Salcedo Elem. School	Head Teacher II
9	Jaypee E. Santillan	Suyac Elementary School	Head Teacher II
10	Bonifacio J. Flores Jr.	Sagay National High School	Head Teacher II
11	Danilo B. Aloquina, Jr.	Sagay National High School	Head Teacher II
12	Roy M. Alberio	Filomeno Pascual Elem. School	Head Teacher II
13	Amie Rose P. Villar	Colonia Divina IS - Sec & SHS	Head Teacher I
14	Ginboy A. Bataclit	Sagay National High School	Head Teacher I
15	Fergem Anne C. Flores	Sagay National High School	Head Teacher I
16	Roberto C. Flores Jr.	Onofre dela Paz Elem. School	Head Teacher I
17	Alquiver T. Tapia	Romeo V. Agustin Elem. School	Head Teacher I
18	Rey S. Martorillas	Campo Santiago Elem. School	Head Teacher I
19	Ronnie Boy M. Sanipa	B. Mahilum- ES & HBIS-B. Mahilum Annex	Head Teacher I
20	Edmar L. Baluado	Raynor Mesa Elementary School	Teacher-In-Charge
21	Ma. Eunice P. Cubio	Matabas Elem. School	Teacher-In-Charge
22	Menalyn G. Borce	Sawahon National High School	Teacher-In-Charge
23	Al G. Tayoba	Sagay City Eco-zone NHS	Teacher-In-Charge

SCHEDULE, TOPICS & FACILITATORS		
DATE	TOPICS	FACILITATORS
September 8, 2025	DOMAIN 1. LEADING STRATEGICALLY 1.1. Vision, Mission, and Core Values	Araceli A. Craus, PhD



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	1.2. School Planning and Implementation 1.3. Policy Review and Implementation 1.4. Research and Innovation	Glenda S. Tan, PhD Marilyn B. Gamboa, PhD- Leader
September 9, 2025,	DOMAIN 2. MANAGING SCHOOL OPERATIONS AND RESOURCES 1.5. Programs Design and Implementation 1.6. Learner Voice 1.7. Monitoring and Evaluation Processes and Tools 2.1. Records Management 2.2. Financial Management 2.3. School Facilities and Equipment 2.4. Management of Staff 2.5. School Safety for Disaster Preparedness, Mitigation and Resiliency 2.6. Emerging Opportunities and Challenges	Richard T. Rubin-Leader Jerald Maglantay Nova B. Zamora, PhD Jazamine Hope Aragon Josie R. Rebusquillo Romie Osal Dinah Tablan James P. Sabio Christine S. Modelo
September 10, 2025	DOMAIN 3. FOCUSING ON TEACHING AND LEARNING 3.1. School-based Curriculum Review and Contextualization 3.2. Teaching Standards and Pedagogies 3.3. Teaching Performance Feedback 3.4. Learner Achievement and Performance Indicators 3.5. Learning Assessment 3.6. Learning Environment 3.7. Career Awareness and Opportunities 3.8. Learner Discipline/Mental Health	Marlon C. Dublin, PhD Alma M. Mirasol, PhD-Leader Romeo B. Santillan, PhD Ryan Alvarez Marlon L.Solivio, PhD Feliciano D. Mercurio, Jr. Princess Herney Basa Irish Therese Ubamos
September 11, 2025	DOMAIN 4. DEVELOPING SELF AND OTHERS 4.1. Personal and Professional Development 4.2. Professional Reflection and Learning to improve practice 4.3. Professional Networks 4.4. Professional Management 4.5. Professional Development of school personnel 4.6. Leadership development in individuals and teams 4.7. General Welfare of Human Resources 4.8. Rewards and Recognition	Junmarl B. Alconga Rosalie D. Delenia-Leader Decelyn C. Doletin Elizabeth A. Adraneda Decelyn C. Doletin Glenn Pedelo Ma. Leah Linda S. Tan Decelyn C. Doletin



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September 12, 2025	DOMAIN 5. BUILDING CONNECTIONS 5.1. Management of Diverse Relationship 5.2. Management of School Organization 5.3. Inclusive Practice 5.4. Communication 5.5. Community Engagement	Josette P. Balandra, PhD Benito B. Aquino Glenda Mae Flores, PhD Junmarl B. Alconga Jerson F. Donasco
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