



Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF CAPIZ

February 1, 2024

DIVISION MEMORANDUM
NO. 062 S. 2024

**MEETING OF THE TECHNICAL WORKING GROUP FOR THE DIVISION
ROLLOUT ON INSTRUCTIONAL LEADERSHIP TRAINING (ILT):
STRENGTHENING LEARNING CONDITIONS FOR EARLY LITERACY**

To: OIC, Office of the Assistant Schools Division
Superintendent
Chief Education Supervisors
Curriculum Implementation Division
School Governance and Operations
Division
Education Program Supervisors
Public Schools District Supervisors
Senior Education Program Specialists
Heads of Public Elementary, Integrated, and Secondary
Schools
All Others Concerned

1. This office through the Curriculum Implementation Division (CID) will conduct a meeting of the technical working group for the **Division Rollout on Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy** on February 2, 2024, at the ALS office, Capiz Division, Banica, Roxas City.
2. This meeting aims to:
 - a. organize the Program Management Team;
 - b. finalize the training matrix by assigning topics per resource person; and
 - c. plan out for the Instructional Leadership Training (ILT) Rollout.
3. The list of the composition of the Technical Working Group (TWG) is as follows:

	Name	Position	District
1	Ruth C. Gervero	EPS	Capiz Division
2	Merlie J. Rubio	EPS	Capiz Division
3	Lalain Delos Santos	PSDS	Cuartero and Dao
4	Judith P. Tu	PSDS	Pilar and Pres. Roxas
5	Ma. Theresa Villagrancia	PSDS	Sigma and Jamindan



Address: Banica, Roxas City
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	Name	Position	District
6	Abadesa Sabordo	Principal III	District of Dumarao
7	Benny Blancaver	Principal III	District of Pilar
8	Romy Bermudo	Principal III	District of Cuartero
9	Connie Galupar	Principal II	District of Tapaz East
10	Jonel Sembrano	Principal I	District of Maayon
11	Elizabeth Dela Cruz	Principal I	District of Sopian
12	Glenda G. Gervero	Principal III	District of Tapaz West
13	Janeth Palomo	Principal II	District of Sigma
14	Juvy Baranda	Principal II	District of Ivisan
15	Juvy Reyes	Head Teacher III	District of Jamindan
16	Ladylyn Bibano	Head Teacher III	District of Panitan
17	Lourdes V. Oropio	Principal III	District of Panay
18	Mae G. Frac	Principal II	District of Dumalag
19	Maria Roda M. Tolores	Principal II	District of Dao
20	Saturnina F. Mayo	Principal II	District of Pontevedra
21	Rona Overencio	MT/TIC	District of Mambusao East
22	Immaculada Amores	SEPS	Capiz Division

4. Food and travel expenses of the technical working group shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
5. Immediate dissemination of this memorandum is desired.

FOR THE SCHOOLS DIVISION SUPERINTENDENT:

SEGUNDINA F. DOLLETE, EdD
Chief Education Supervisor
Curriculum Implementation Division
In- Charge of the Division

Encl: As stated

Reference: Regional Memorandum No. 059, s.2024

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

CONFERENCE

LEADERSHIP



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