



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



March 14, 2024

DIVISION MEMORANDUM
NO. **162** S. 2024

**CHANGE AND ADDITIONAL INFORMATION TO DIVISION MEMORANDUM
NO. 086, S. 2024 TITLED DIVISION INSTRUCTIONAL
LEADERSHIP TRAINING (ILT)**

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
Heads of Public Elementary and Integrated Schools

1. In line with Division Memorandum No. 086, s. 2024 titled "*Division Instructional Leadership Training (ILT)*", please be informed that the date of this training is changed to **April 2-6, 2024** instead of **March 19-23, 2024** at Circulo Convention Center, Pueblo de Panay Township, Lawaan, Roxas City.
2. The Walkthrough will be on March 19-20, 2024.
3. Mr. Salvador Dale B. Artates, Education Program Supervisor in English is one of the members of the Program Management Team.
4. Other provisions of the aforementioned Memorandum remain in effect.
5. Immediate dissemination of this Memorandum is desired.


MIGUEL MAC D. APOSIN EdD, CESO V
Schools Division Superintendent 

Encl.: As stated
Reference: As stated
To be indicated in the Perpetual Index
under the following subjects:

PROGRAM
TEACHERS
TRAININGS



Address: Banica, Roxas City
Contact Number: (036) 6518 456/0968-869-5867
Email Address: capiz@deped.gov.ph
Website: <http://depedcapiz.ph>

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING PARTICIPANTS

	Name of School Head	Position	School	Email	Contact No.	Indicate Live In or Live Out
QUARTERO						
1	Mabini P. Abellano	Principal II	Agcabugao ES	mabini.abellano@deped.gov.ph	9392418832	Live in
2	Allyn M. Ureta	Principal I	Angub ES	ailyn.ureta002@deped.gov.ph	938 8676743	Live in
3	Ethel H. Odiaman	Principal II	Nagba ES	ethel.odiaman@deped.gov.ph	(0909) 241 4530	Live in
4	Aileen B. Abellano	HT III	Malagab-i ES	aileen.abellano@deped.gov.ph	9208055544	Live in
5	Elisa M. Tolosa	Principal I	Maindang ES	elisa.tolosa@deped.gov.ph	(0920) 792 8452	Live in
6	Ananias D. Antonio	HT III	Mainit ES	ananias.antonio@deped.gov.ph	(0915) 703 2752	Live in
7	Freddie Y. Falcis	HT III	Putian ES	freddie.falcis@deped.gov.ph	9953678801	Live in
8	Isidro P. Silvestre	Principal I	Biton ES	isidro.silvestre@deped.gov.ph	9124387647	Live in
9	Rhea Gen D. Guillermo	HT I	Agdahon ES	rheagen.guillermo@deped.gov.ph	(0926) 888 8734	Live in
10	Elizabeth H. Tianchon	HT I	Vicente Fabuna ES	elizabeth.tianchon@deped.gov.ph	(0950) 386 0726	Live in
11	Elaine H. Victoriano	HT I	Agnaga ES	elaine.victoriano001@deped.gov.ph	9388467812	Live in
DAO						
1	Monina Aleligay	ESP-3	Dao CS	monina.aleligay@deped.gov.ph	9171079726	Live in
2	Milagros Derayo	ESP -1	Tabuc ES	milagros.derayo001@deped.gov.ph		Live in
3	Delia Apolinario	ESP-1	Manhoy ES	delia.apolinario@deped.gov.ph	9171544887	Live in
4	Reynaldo Nam-ay	ESP-2	Malonoy ES	reynaldo.namay001@deped.gov.ph	09985778510	Live in
5	Baltazar Paja	HT-3	Andres E. Quintia, Sr. ES	baltazar.paja@deped.gov.ph	9126611278	Live in
6	Evangelina Faraon	HT-3	Ilas Norte ES	evangelina.faraon001@deped.gov.ph	9476025123	Live in
7	Lourdes Estonia	T-3/TIC	Matagnop ES	lourdes.estonia@deped.gov.ph	9219914471	Live in
8	Tito Estiaga	HT-1	Lacaron ES	tito.estiaga@deped.gov.ph	9516606812	Live in
9	Prechie Marie Luching	T-3/TIC	Antonio Abad ES	prechiemarie.luching@deped.gov.ph	9605329775	Live in
10	Kristine Mae Alvaira	T-3/TIC	Quinayuya ES	kristine.alvaira@deped.gov.ph	9174457124	Live in
1	MARTIN FABRAQUEL	Principal IV	Consolacion Elementary School	martin.fabraquel002@deped.gov.ph	9173048445	Live in
2	MARY ANN TRAMBULO	Principal II	Concepcion H. Castro Elementary School	maryann.trambulo@deped.gov.ph	9082581115	Live In
3	MA. GRETA ANDREA FANCO		Concepcion Elementary School	magretaandrea.fanco@deped.gov.ph	9088650577	Live In
4	RICKY GASCON		Agbay-ang Elementary School	ricky.gascon@deped.gov.ph	9176800441	Live In
5	MYRA NERECENA	Principal I	Buntog Elementary School	myra.nerecena@deped.gov.ph	9338603084	Live In
6	MARILYN FORTALEZA					
7	JULY FALAGNE		Dolores Elementary School	july.falagne@deped.gov.ph	9209832877	Live-In
8	MARIE BETH FLAGA		DR. LAUREANO R. FRIAL IS	mariebeth.flaga001@deped.gov.ph	9776374273	Live-In
9	REY AMBASA		STO. NINO ELEMENTARY SCHOOL	rey.ambasa@deped.gov.ph	9853165809	Live-in
10	MERCEDES FRIAL		STA TERESA ELEMENTARY SCHOOL	mercedes.frial@deped.gov.ph	9478938298	Live-in
11	REYNALDO FELONGCO		San Agustin ES	reynaldo.felongco@deped.gov.ph	9703655100	Live-in
DUMARAO						
1	Analya Robles					
2	CARSOLITA HALLARDA		Alipaciawan ES	carsolita.hallarda001@deped.gov.ph	9702805332	Live in
3	MA.LILIBETH MARCELO					
4	ROOCHIE VILLALVA		Codingle ES	roochie.villalva@deped.gov.ph	9467266529	live-in

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING PARTICIPANTS

	Name of School Head	Position	School	Email	Contact No.	Indicate Live In or Live Out
5	EDEN HERMO	Principal I	Gibato ES	maeden.hermo@deed.gov.ph	9493107995	live-in
6	MARILYN FELARCA					
7	EPIFANIA DAMPOG		Nagsulang ES	epifania.dampog@deped.gov.ph	9270289846	live in
8	JOSELITO D. VICTORIANO		Lawaan Elementary School	joselito.victoriano001@deped.gov.ph	9673188863	live in
9	JESSECA HABLERO		Tinaytayan ES	jesseca.hablero@deped.gov.ph	9178615530	live in
10	MARY FE V. CABRERA		San Juan ES	mary.cabrera003@deped.gov.ph	9283426097	live in
11	SHEILA MAY AREVALO					
12	JENNIFER FRANCISCO		Salcedo Elementary School	jennifer.francisco003@deped.gov.ph	9176273971	live out
13	ERNESTO FULGENCIO					
14	NAPOLEON PROTACIO		Aglanot IS	napoleon.protacio@deped.gov.ph	9514194748	live in
15	ARLENECITA GALAN		Agmalate ES	arlenecita.galan@deped.gov.ph		live in
16	ROSA AYONGAO		TINA ES	rosa.ayongao001@deped.gov.ph	9758609885	live in
17	NENITA DOMINGO		Agbatuan ES	nenita.domingo@deped.gov.ph	9757018367	live in
IVISAN						
1	JUVY D. BARANDA		DON CATALIBO ANDRADA MS	juvy.baranda@deped.gov.ph	09106689908	
2	MA. LENNIE B. ANDRADA		MAHAYAG ES	malennie.andrada@deped.gov.ph	09127974952	
3	REY O. ANDRADA		PURIFICACION A. ALAGBAN ES	rey.andrada002@deped.gov.ph	09124238095	
4	LUCIA B. TAYTAYON		MALOCLOC ES	lucia.taytayon001@deped.gov.ph	09293575132	
5	MARY JEAN U. BASA		AGUSTIN P. NAVARRA ES	mary.basa003@deped.gov.ph	09129741917	
6	SERGIO B. BARANDA		JUAN S. JARENCIO ES	sergio.baranda@deped.gov.ph	09098357937	
7	BENITO B. ARMIZA		BALARING ES	benito.armiza001@deped.gov.ph	09352933736	
8	LEONY D. VEEDOR		VICTOR A. UMITEN MS	leony.veedor@deped.gov.ph	09088923716	
JAMINDAN						
1	RANDOLF A. REYES, PhD		CAMP JAMINDAN ES	randolf.reyes001@deped.gov.ph	9467428724	Live In
2	ROGER C. LLORITO		JAMINDAN ES	roger.llorito001@deped.gov.ph	9303325127	Live In
3	RENERIO V. DANDO		JAGNAYA ES	renerio.dando@deped.gov.ph	9567445306	Live In
4	HELEN V. CORNELIO		LINAMBASAN ES	helen.cornelio002@deped.gov.ph	9199943182	Live In
5	ELSIE U. ZONIO		AGTUPGOP ES	elsie.zonio001@deped.gov.ph	9662015244	Live In
6	GINA D. ARTUZ, EdD		LUCERO ES	gina.artuz@deped.gov.ph	9199943180	Live In
7	YOLI L. LLORICO, EdD		FRANCISCO C. VACARO MS	yoli.llorico@deped.gov.ph	9309612892	Live In
8	LOLITA D. PALACIOS, PhD		MILAN ES	lolita.palacios001@deped.gov.ph	9685994204	Live In
9	JIMMY L. GARINO		SAN VICENTE ES	jimmy.garino001@deped.gov.ph	9616470232	Live In
10	GENESIS H. VESTIDAS		MANUEL GANZON ADVINCULA IS	genesis.vestidas@deped.gov.ph	9630446977	Live In
11	ALMY M. LEONOR		PANGABAT ES	almy.leonor@deped.gov.ph	9157034413	Live In
12	VICTOR V. LUCES		AGBUN-OD ES	victor.luces@deped.gov.ph	9103189516	Live In
13	REZEL L. DE PEDRO		DAMIANA M. ONGKIKO ES	rezel.depedro@deped.gov.ph	9688535961	Live In
14	SHIELLA MEI V. DELA TORRE		AGCAGAY ES	shiellamei.valaquio@deped.gov.ph	9109629120	Live In
15	JASMIN V. LEGARDA		GUINTAS ES	jasmin.legarda@deped.gov.ph	9053777589	Live In
MAAYON						
1	ANALYN D. BAYHON	TIC / Teacher III	Tepacla ES	analyn.bayhon@deped.gov.ph	9205131203	Live In
2	SUSAN D. ORENDEZ	TIC / Teacher III	Indayagan PS	susan.orendez@deped.gov.ph	9485797033	Live In
3	REYMOND L. DEOCAMPO	TIC / Teacher III	Domindor T. Esmeralda ES	reymond.deocampo@deped.gov.ph	9771584805	Live In

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING PARTICIPANTS

	Name of School Head	Position	School	Email	Contact No.	Indicate Live In or Live Out
4	ABNER T. DAMSANI	TIC / Teacher III	Duluan IS	abner.damsani@deped.gov.ph	9270827111	Live In
5	FLORNELYN L. DELFIN	Principal I	West Villafloros ES	flornelyn.delfin@deped.gov.ph	9157033951	Live In
6	PRENCESITA B. LLORITO	Principal I	Salgan ES	prencesita.llorito@deped.gov.ph	9505100262	Live In
7	GEMMA G. DESEO	Principal I	Cabungahan ES	gemma.deseo001@deped.gov.ph	9088180771	Live In
8	RUSTICO ROY D. DESEO	Principal II	Maayon ES	rustico.deseo001@deped.gov.ph	9065674593	Live In
9	LITO CABRERA	Principal I	Batabat ES	lito.cabrera@deped.gov.ph	9107240941	Live In
10	JOSE COMBATE	Principal I	New Guia ES	jose.combate@deped.gov.ph	9754373707	Live In
11	PAULINO D. DUMAGPI	Principal I	Palaguian ES	paulino.dumagpi@deped.gov.ph	9279529781	Live In
12	ROSEMARIE DERRAMAS	Head Teacher III	East Villafloros ES	rosemarie.derramas001@deped.gov.ph	9773933462	Live In
13	EDWIN BORBON	Head Teacher I	Carataya ES	edwin.borbon@deped.gov.ph	9774890540	Live In
14	APOLINARIO DE MAYO	Head Teacher I	Alasaging ES	apolinario.demayo@deped.gov.ph	9955336373	Live In
15	AGNES B. ADO	Head Teacher I	Aglimocon ES	agnes.ado001@deped.gov.ph	9060240393	Live In
16	RITA D. ALBELAR	Head Teacher I	Quinat-uyan ES	rita.albelar@deped.gov.ph	9070095929	Live In
MAMBUSAO EAST						
1	Josie P. Ponce	Head Teacher I	Balat-an Elementary School	josie.ponce@deped.gov.ph	9090215487	
2	Narciso C. Falsario Jr	Principal III	Bula Integrated School	narciso.falsario001@deped.gov.ph	9853015410	
3	Nelida V. Laysa	Principal II	Atiplo Elementary School	nelida.laysa@deped.gov.ph	9508713363	
4	Chona Javedra	Head Teacher III	Eusebio Villareal MS	chona.javedra@deped.gov.ph	9392857397	
5	Arlyn Luces	Principal II	Ilawod ES	arlyn.luces@deped.gov.ph	9985771526	
6	Amancio N. Villaruz, Jr.	Head Teacher I	Cala-agus Elem. School	amancio.villaruz@deped.gov.ph	9052706225	Live in
7	Violabel B. Navarra	Principal III	Najus-an ES	violabel.navarra002@deped.gov.ph	9991947720	
8	Edgar L. Benedian	Head Teacher III	Minoro ES	edgar.benedian001@deped.gov.ph	9070330964	
9	Nestor A. Magallanes	Head Teacher I	Pinay ES	nestor.magallanes001@deped.gov.ph	9103432849	Live in
10	Marcelo Alayon	Principal I	Balit ES	marcelo.alayon@deped.gov.ph	9199935922	Live in
MAMBUSAO WEST						
1	Apolio J. Luz		Mambusao Elementary School	apolio.luz002@deped.gov.ph	9094003186	
2	Marivic O. Leal		Ramon A. Villarreal Memorial School	marivic.leal@deped.gov.ph	9553425075	
3	Jessica L. Lapena		Angelo Llorente Elementary School	jessica.lapena@deped.gov.ph	9175995515	
4	Haydee L. Luciano		Juan Andaya Elementary School	haydee.luciano001@deped.gov.ph	9666486754	
5	Vilma L. Ocaso		Caidquid Elementary School	vilma.ocaso001@deped.gov.ph	9176254132	
6	Narcisa L. Villoriente		Libo-o Primary School	narcisa.villoriente@deped.gov.ph	9177923929	
7	Anita L. Villasis		Burias es	anita.villasis@deped.gov.ph		
8	Marjoric V. Ricardo		Agkawayan IS	marjoric.ricardo@deped.gov.ph	9063530560	Live in
PANAY						
1	Heidi B. Basonia		Anhawon ES	heidi.basonia@deped.gov.ph	9617787571	live in
2	Eddie B. Arcenas		Ricardo Bernas Es	eddie.arcenas@deped.gov.ph	9291534266	live in
3	Mercy B. Barroa		Agojo Es	mercy.barroa@deped.gov.ph	9294116378	live in
4	Mary An M. Roxas		BAGO Chiquito IS	maryann.roxas001@deped.gov.ph	9985470887	live in
5	Agnes B. Bulquerin		Tanza Norte ES	agnes.bulquerin@deped.gov.ph	9125998315	live in
6	Donald B. Delmo		Calapawan ES	donald.delmo@deped.gov.ph	9399147539	live in
7	Remia B. Barriatos		Justice Jose Hontiveros MS	remia.barriatos@deped.gov.ph	9985588932	live in
8	Marites B. Dolor		Pawa ES	marites.dolor001@deped.gov.ph	9303857871	live in

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING PARTICIPANTS

	Name of School Head	Position	School	Email	Contact No.	Indicate Live In or Live Out
9	Amelie B. Bulquerin		Bantigue ES	amelie.bulquerin@deped.gov.ph		live in
10	Wenny D. Blanco		Daga ES	wenny.blanco@deped.gov.ph	9504537131	live in
11	Joselito A. Arevalo		Magubilan ES	joselito.arevalo002@deped.gov.ph	9630425858	live in
12	Ma. Rosalie B. Billano		Navitas ES	marolasalie.billano@deped.gov.ph	9209595697	live in
13	Cecilia Roxas		Agbanban ES	cecilia.roxas002@deped.gov.ph	9173028103	live in
14	Mary Vic B. Catalan		Libon ES	maryvic.catalan@deped.gov.ph	9189653685	live in
15	Monina B. Nobleta		Bonga ES	monina.nobleta@deped.gov.ph		live in
PANITAN						
1	Angela B. Basinillo	Principal I	Celestino D. Diaz IS	angela.basinillo001@deped.gov.ph	09776361076	Live in
2	Marjolly C. Alayon	Head Teacher I	Agbabadiang PS	marjolly.alayon@deped.gov.ph	09164575554	Live in
3	Rosemary L. Artates	Principal II	Jesus-Gonzalo Albana MS	rosemary.ledesma001@deped.gov.ph	09459964165	Live in
4	Isidro E. Delfin	Principal II	Salocon ES	isidro.delfin001@deped.gov.ph	09814113438	Live in
5	Jimmy D. Aspera	Principal I	Antonio Belo MIS	jimmy.aspera001@deped.gov.ph	09127049785	live in
6	Edwin B. Belvis	Principal I	Maluboglubog ES	edwin.belvis001@deped.gov.ph	09093801227	Live in
7	Robert D. Begas	Head Teacher I	Agloway ES	robert.begas@deped.gov.ph	0927582729	live in
8	Mildred D. Sampiano	Head Teacher III	Pasugue ES	mildred.sampiano001@deped.gov.ph	09462139533	Live in
9	Lynette D. Aggabao	Head Teacher I	Tincupon ES	lynette.aggabao@deped.gov.ph	09098609882	Live in
10	Rachelle B. Dayang	Head Teacher I	Banga-an ES	rachelle.dayang001@deped.gov.ph	09307086806	Live in
11	Jessiemar D. Diaz	Head Teacher I	Tabuc Norte ES	jessiemar.diaz@deped.gov.ph	09467086806	Live in
12	Arnel A. Dumalag	Head Teacher I	Agustin A. Almalbis MS	arnel.dumalag@deped.gov.ph	09605354495	Live in
13	Ma. Fiel D. Brillantes	Head Teacher I	Dr. Salvador Dellota ES	mafiel.brillantes@deped.gov.ph	09104617111	Live in
PILAR						
1	Arnaldo B. Delfin	Principal I	Epifania P. Bernas Elementary School	arnaldo.delfin@deped.gov.ph	9857925647	Live in
2	Elvis A. Villa	Principal I	aulio Morgan R. Patricio Elementary Scho	elvis.villa@deped.gov.ph	9171095680	Live-in
3	Phincy Rene P. Obligar	Head Teacher III	Dayhagan IS	phincy.obligar@deped.gov.ph	9092258222	Live in
4	ARNOLD B. ANI	Principal II	CARLOS V. LOPEZ ES	arnold.ani@deped.gov.ph	9755846505	Live out.
5	MAGDALENA GLENDA ARON	Principal I	Dulangan ES	magdalena.arona@deped.gov.ph	9686074022	Live in
6	Juanita G. Vito	Principal I	San Ramon ES	juanita.vito@deped.gov.ph	9177164037	live in
7	Alberto S. Suaberon	Head Teacher III	Tabun-acan ES	alberto.suaberon@deped.gov.ph	9452549384	Live in
8	ZELPRESIANKI P. BENLIRO	Head Teacher III	Monteflor ES	azelpresianki.benliro@deped.gov.ph	9634292525	Live - in
9	ELLEN MAE V. RODRIGUEZ	Principal I	SAN ESTEBAN ELEM. SCHOOL	ellen.rodriguez@deped.gov.ph	9761324420	Live - in
10	Patriana Z. P. Benliro	Head Teacher 3	Sinamongan Integrated School	patrianaz.benliro@deped.gov.ph	9285511616	Live-in
11	Ernie A. Villa	Principal 1				
12	Michael Beson		Sta. Fe ES			
13	Romulo Beson		Casananayan ES			
PONTEVEDRA						
1	ALDA D. MALIBONG		Rizal E/S	alda.malibong@deped.gov.ph	9171049901	Live In
2	ROBERTO O. NAELGAS		Councilor Nicolas Dais E/S	roberto.naelgas@deped.gov.ph	9176250402	Live Out
3	PENELOPE DUARTE		Prof. Antonio Viterbo E/S	penelope.duarte@deped.gov.ph	9453203591	Live In
4	ANNA MAE D. BLANCAFLOR		Hipona E/S			
5	RIMA B. CAPULSO		Feliciano Consing E/S	rima.capulso@deped.gov.ph	9125652533	Live In
6	MA. IMELDA C. BILLONES		Maximo Dais E/S	maimelda.billones001@deped.gov.ph	9177251191	Live In

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING PARTICIPANTS

	Name of School Head	Position	School	Email	Contact No.	Indicate Live In or Live Out
7						
8	MARY JEAN D. BUHAT		Renato P. Montveros E/S	maryjean.buhat001@deped.gov.ph		Live In
9	ANTONIETA D. ESPIRITU		Banate E/S	antonieta.espiritu@deped.gov.ph	9274658180	Live In
10	MARICEL D. MACATANGAY		Intongcan E/S	maricel.macatangay001@deped.gov.ph	9474711540	Live In
11	RUEL CARILLO		Manapao E/S	ruel.carillo001@deped.gov.ph	9503306659	Live In
12	JUVELYN D. DEGALA		Agbanog E/S	juvelyn.degala@deped.gov.ph	9083923055	Live In
13	SHERELYN M. DALIVA		Cong. Dinggoy Araneta Roxas E/S	sherelyn.mateo@deped.gov.ph	9156353052	Live In
PRESIDENT ROXAS						
1	CECIL S. ORTENCIO	PRINCIPAL I	BLISS-PANTALAN E/S	cecil.ortencio@deped.gov.ph	09474193034	Live in
2	JOSE MARIE B. VILLANUEVA	HEAD TEACHER III	PONDOL ELEMENTARY SCHOOL	josemarie.villanueva@deped.gov.ph	9493291676	Live in
3	ALLIEN A. URETA	PRINCIPAL I	PRESIDENT ROXAS WEST ES	allien.ureta@deped.gov.ph	09509364443	Live in
4	JENNIFER D. CATALAN	PRINCIPAL I	BADIANGON ELEMENTARY SCHOOL	jennifer.catalan001@deped.gov.ph	09777307584	Live in
5	FRANCISCA L. PINOS	PRINCIPAL I	MARITA ELEMENTARY SCHOOL	francisca.pinos@deped.gov.ph	09126892208	Live in
6	ERDA F. BUENAFE	PRINCIPAL IV	PRESIDENT ROXAS EAST ES	erda.buenafe001@deped.gov.ph	09298178076	Live in
7	DAVID D. DE ADO	HEAD TEACHER III	CARMENCITA-STO. NIÑO ES	david.deado001@deped.gov.ph	09633905817	Live in
8	CHERRIE F. ARROYO	HEAD TEACHER III	QUIAJO IS	cherrie.arroyo@deped.gov.ph	09284395134	Live in
9	MAY F. DOLOR	HEAD TEACHER III	MADULANO ES	may.dolor@deped.gov.ph	09475317440	Live in
10	ESMERALDA A. DAGMIL	HEAD TEACHER I	MANOLING ES	esmeralda.dagmil002@deped.gov.ph	09123872270	Live in
SAPIAN						
1	Julius L. Enriquez		Sapian ES	julius.enriquez@deped.gov.ph	09230841494	Live in
2	Rona P. Odicta		Majanlud ES	rona.odicta@deped.gov.ph	09175990999	Live in
3						
4	Gina C. Garcia		Angkin ES	gina.garcia@deped.gov.ph	09567855264	Live in
5	Elizabeth G. Dela Cruz		Maninang ES	elizabeth.delacruz016@deped.gov.ph	09203248287	Live in
6	Rogelio M. LLorito		Bangkal ES	rogelio.llorito002@deped.gov.ph	09214639039	Live in
7	Nestor B. Besana Jr.		Benit ES	nestor.besana@deped.gov.ph	09176291567	Live in
8	Evelyn L. Panuncio		Bilao IS	evelyn.panuncio@deped.gov.ph	09385183792	Live in
9	Lester M. Olilang		Agsilab ES	lester.olilang001@deped.gov.ph	09561300760	Live in
10	Marissa A. Olilang		Agtatacay Sur ES	marissa.olilang@deped.gov.ph	09171152037	Live in
11	Emily V. Victoriano		Agtatacay Norte ES	emily.victoriano@deped.gov.ph	09205479408	Live in
12						
13	Marlon B. Lozada		Lonoy ES	marlon.lozada@deped.gov.ph	09469140052	Live in
14	Maria Nimfa O. Aniar		Culasi ES	marianimfa001@deped.gov.ph	09126413945	Live in
SIGMA						
1	Jocelyn T. Luching PhD	Principal IV	Sigma Central ES	jocelyn.luching@deped.gov.ph	0905 365 3759	
2	Choly B. Villanueva EdD	Principal III	Margarita Soriano ES	choly.villanueva@deped.gov.ph	0912 274 5849	
3	Joebel A. Villanueva EdD	Principal III	Jose Reyes Jarencio ES	joebel.villanueva@deped.gov.ph	0963 950 1386	
4	Jesse Laurence A. Ponsaran	Principal I	Calixto Loyola Sr. IS	jesselaurence.ponsaran@deped.gov.ph	0943 707 6785	
5	Ferdinand C. Legaspi	Principal I	Mangoso ES	ferdinand.legaspi@deped.gov.ph	0998 303 3901	
6	Cecilia P. Liba	Principal I	Acbo ES	cecilia.liba@deped.gov.ph	0998 264 6900	
7	Arnel U. Francisco EdD	Head Teacher III	Loreto Arcenas Balgos ES	arnel.francisco@deped.gov.ph	0948 678 9406	
8	Alberto F. Ordovez EdD	Head Teacher III	Cogon ES	alberto.ordovez@deped.gov.ph	0915 953 5594	

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING PARTICIPANTS

	Name of School Head	Position	School	Email	Contact No.	Indicate Live In or Live Out
9	Monica D. Anonoy EdD	Head Teacher III	Maestro Juan Reyes ES	monica.anonoy@deped.gov.ph	0921 799 4363	
10	Ma. Jevy D. Buhat	Head Teacher II	Eleodoro J. Ponsaran IS	majevy.buhat@deped.gov.ph	0931 836 7715	
11	Marilou Sheba D. Antonino E	Head Teacher II	Doña Fructuosa Alba De Romero ES	marilousheba.antonino@deped.gov.ph	0948 607 8106	
12	Nilo J. Jarce	Head Teacher II	Atty. Santiago Abella Vito ES	nilo.jarce@deped.gov.ph	0928 505 9711	
TAPAZ EAST						
1	EIRLMOS J. GABAYARAN	PRINCIPAL III	Switch Elementary School	eirmos.gabayaran001@deped.gov.ph	9999981366	LIVE IN
2	YVONNIE F. GANIT	PRINCIPAL II	Malitbog Elementary School	yvonnie.ganit001@deped.gov.ph	9399177645	LIVE IN
3	LABREAL G. PERALTA	PRINCIPAL I	Garcia Elementary School	labreal.peralta@deped.gov.ph	9215369037	LIVE IN
4	ERMA B. PEREZ	PRINCIPAL III	San Miguel Ilaya Elementary School	erma.perez@deped.gov.ph	9077686188	LIVE IN
5	GRACE F. PEDREGOSA	PRINCIPAL II	Libertad Elementary School	grace.pedregosa@deped.gov.ph	9185684799	LIVE IN
6	JUVELYN K. TANALEON	PRINCIPAL I	Bag-ong Barrio Elementary School	juvelyn.tanaleon@deped.gov.ph	9478912325	LIVE IN
7	LEAH L. PALOMAR	PRINCIPAL II	San Antonio Elementary School	leah.palomar002@deped.gov.ph	9982301615	LIVE IN
8	NORIEN G. GLORIA	PRINCIPAL I	San Jose Elementary School	norien.gloria@deped.gov.ph	9093254345	LIVE IN
9	JULIET G. JIMENEZ	PRINCIPAL I	Lagdungan Elementary School	juliet.jimenez001@deped.gov.ph	9485600636	LIVE IN
10	GENEBIE G. GABAYARAN	PRINCIPAL I	San Roque Elementary School	genebie.gabayaran@deped.gov.ph	9511901017	LIVE IN
11	LEA A. GIALOGO	HEAD TEACHER III	Roosevelt Elementary School	lea.gialogo@deped.gov.ph	9702520721	LIVE IN
12	MA. JANE A. GARDOSE	HEAD TEACHER III	Abangay Elementary School	majane.gardose001@deped.gov.ph	9484852328	LIVE IN
13	JEANA G. GARBO	HEAD TEACHER III	San Miguel Ilawod Elementary School	jeana.garbo@deped.gov.ph	9093572415	LIVE IN
14	JONALYN B. TUBOLA	HEAD TEACHER I	Wright Elementary School	jonalyn.tubola@deped.gov.ph	9686948260	LIVE IN
15	XYRIC JAN G. ANDRADE	HEAD TEACHER III	Katipunan Elementary School	xyricjan.andrade@deped.gov.ph	9506419089	LIVE IN
16	DEXTER E. FERASOL	TIC	Aglinab Elementary School	dexter.ferasol@deped.gov.ph	9055218123	LIVE IN
AZ WEST						
1	RAUL L. JIMENEZ	PRINCIPAL III	Tapaz Central ES	raul.jimenez@deped.gov.ph	9467215604	LIVE IN
2	ULDARICO G. CASTOR, JR.	PRINCIPAL II	San Nicolas ES	uldarico.castor@deped.gov.ph	9664979834	LIVE IN
3	LONY F. FALCO	PRINCIPAL II	Camburanan ES	lony.falco@deped.gov.ph	9171382499	LIVE IN
4	ANNABELLE G. BASAN	PRINCIPAL II	San Julian ES	annabelle.basan@deped.gov.ph	9072437628	LIVE IN
5	BELEN G. MESIAS	PRINCIPAL II	Candelaria ES	belen.mesias@deped.gov.ph	9078865921	LIVE IN
6	JOLLY C. OLIVARES	PRINCIPAL I	Taslan ES	jolly.olivares001@deped.gov.ph	9392361442	LIVE IN
7	PATRICIA G. BINGAN	HEAD TEACHER II	Mariano Gleyo ES	patricia.bingan@deped.gov.ph	9672833389	LIVE IN
8	GERMIN F. GARBOSA	HEAD TEACHER II	Roxas ES	germin.garbosa001@deped.gov.ph	9171386656	LIVE IN
9	ANAME T. GAMAYAO	HEAD TEACHER II	Martin Gimeno ES	aname.gamayao@deped.gov.ph	9663001034	LIVE IN
10	NEIL G. FABAYOS	HEAD TEACHER I	Agcococ ES	neil.fabayos@deped.gov.ph	9605360964	LIVE IN



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

February 5, 2024

DIVISION MEMORANDUM
NO. **086** S. 2024

DIVISION INSTRUCTIONAL LEADERSHIP TRAINING(ILT)

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
Heads of Public Elementary, Secondary and Integrated Schools

1. This office, through the Curriculum Implementation Division will conduct the **Division Instructional Leadership Training (ILT) on March 19-23, 2024**. The venue will be announced later.
2. This activity aims to:
 - a. capacitate the participants on the content and strategies to be used in their respective schools in the preparation of Program Implementation Pan (PIP);
 - b. draft researched-based and data-driven project initiatives that will improve learning outcomes of the K-3 learners in their respective schools; and
 - c. form linkages and share with other schools noteworthy practices aligned with the Instructional Leadership Training (ILT) principles.
3. The allotted number of participants, list of Program Management Team, Resource Persons, facilitators, Monitoring Team and the training matrix are found in Enclosures 1 and 2 respectively.
4. The Public Schools District Supervisor of each district is tasked to choose the participants, preferably principals and head teachers.
5. In preparation for the five-day training, the Division Program Management Team and Trainers (see attached) will have a Planning Conference and Walkthrough on March 5-6,2024.
6. The board and lodging of participants during the Planning Conference, Walkthrough, and Training Proper shall be charged against the ABC+ Project while their travel expenses and incidental expenses shall be charged against their respective school MOOE funds subject to the usual accounting and auditing rules and regulations.
7. Participants and trainers are entitled to service credits in accordance with DepED Order No. 53, s. 2003 titled: *Updated Guidelines on the Grant of Vacation Service Credits to Teachers*. On the other hand, Non-Teaching personnel including the management staff shall be provided with Compensatory Time Off (CTO) as per Civil Service Commission (CSC) and Department of Budget (DBM) Joint Circular No. 2, s. 2004 on *Non-Monetary Remuneration for Overtime Service Rendered*.



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph



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

8. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability or other factors, and personal circumstances contrary to the principles of equal opportunity.
9. Meals and accommodation provisions for the Training Proper are as follows:

Inclusive Dates	March 18, 2024 Day 0	March 19, 2024 Day 1	March 20, 2024 Day 2	March 21, 2024 Day 3	March 22, 2024 Day 4	March 23, 2024 Day 5
Breakfast		/	/	/	/	/
AM Snacks		/	/	/	/	/
Lunch		/	/	/	/	/
PM Snacks	/	/	/	/	/	/
Dinner	/	/	/	/	/	
Accommodation	/	/	/	/	/	

10. Only the Program Management Team and Trainers will avail of Day 0 accommodation in preparation for the Training Proper.
11. Immediate dissemination of this Memorandum is desired.

MAD
MIGUEL MAC D. APOSIN EdD, CESO V
 Schools Division Superintendent

Encl.: As stated
 Reference: As stated
 To be indicated in the Perpetual Index
 under the following subjects:

PROGRAM
 TEACHERS
 TRAININGS



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph



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

Enclosure number 1 - Division Memorandum No. 086 s. 2024

A. Allocation of Participants Per District

DISTRICT	TOTAL
1. Cuartero	11
2. Dao	10
3. Dumalag	11
4. Dumarao	17
5. Ivisan	8
6. Jamindan	15
7. Mambusao East	10
8. Mambusao West	8
9. Maayon	16
10. Panay	15
11. Panitan	13
12. Pontevedra	13
13. Pilar	13
14. Pres. Roxas	10
15. Sapián	12
16. Sigma	12
17. Tapaz East	16
18. Tapaz West	10
TOTAL	220



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph



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

B. DIVISION PROGRAM MANAGEMENT TEAM, RESOURCE PERSONS, FACILITATORS, AND MONITORING TEAM

PROGRAM MANAGEMENT TEAM	Dr. Segundina F. Dollete	CID-Chief	Dr. Merlie J. Rubio	EPS - Filipino
	Dr. Ruth C. Gervero	EPS	Elenia P. Baranda	EPS – Math
	Immaculada Amores	SEPS-HRTD	Dr. Joy Arnold Lejos	Medical Officer
Resource Persons	Name		Office / District	
	Dr. Ruth C. Gervero		SDO	
	Dr. Merlie J. Rubio		SDO	
	Dr. Lalain Delos Santos		SDO	
	Dr. Ma. Theresa V. Villagrancia		SDO	
	Dr. Judith P. Tu		SDO	
	Jonel Sembrano		Maayon	
	Benny Blancaver		Pilar	
	Juvy Baranda		Ivisan	
	Abadesa Sabordo		Dumarao	
	Romy Bermudo		Cuartero	
	Connie Galupar		Tapaz East	
	Elizabeth Dela Cruz		Sapian	
	Glenda G. Gervero		Tapaz West	
	Janeth Palomo		Sigma	
	Juvy Reyes		Jamindan	
	Ladylyn Bibano		Panitan	
	Lourdes V. Oropio		Panay	
	Mae G. Frac		Dumalag	
Maria Roda Tolores		Dao		
Rona Overencio		Mambusao East		
Saturnina Mayo		Pontevedra		
Facilitators	Name		Office / District	
	Janeth Demandante		Mambusao East	
	Donnalyn Olandesca		Sapian	
	Sonora Ledesma		Dumarao	
	Lea Palmes		ALS	
	Arlyn Gabata		ALS	
	Joel Borce		ALS	
	Arnold Delfin		ALS	
	Emmanuel Lati		SDO	
Monitoring Team	Name		Office / District	
	Ronald Dile		SDO	
	Sephora M. Roldan		SDO	
	Dr. Rolando Jamora		SDO	
	Ronie Reteracion		SDO	
	Alan Vincent Altamia		SDO	
	Andres Quiachon		SDO	
	Zaldy Caalam		SDO	
	Dr. Lallaine Fundal		SDO	
	Dr. Rey Azcarraga		SDO	
	Dr. Calin Bernales		SDO	
	Dr. Angel Payo		SDO	
Dr. Fe Banez		SDO		



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

086

Enclosure no. 2 – Div. Memo. no. _____ s. 2024

**DIVISION ROLLOUT ON INSTRUCTIONAL LEADERSHIP TRAINING (ILT):
 STRENGTHENING LEARNING CONDITIONS FOR EARLY LITERACY**

TRAINING MATRIX

Day/Time	Section A	Section B	Section C	Section D
Day 1				
8:00 -10:00				
10:00 – 12:00 (Break Out)	Session 1:1 – Leading and Managing Schools as a Learning Organization in the New Normal (Abadesa Sabordo)	Session 1:2 – Developing a Shared School Vision (Elizabeth De la Cruz)	Session 1:1 – Leading and Managing Schools as a Learning Organization in the New Normal (Ma. Rhoda Tolares)	Session 1:2 – Developing a Shared School Vision (Jonel Sembrano)
12:00 – 1:00	LUNCH BREAK			
1:00 -3:00	Session 1:2 – Developing a Shared School Vision (Elizabeth De la Cruz)	Session 1:1 – Leading and Managing Schools as a Learning Organization in the New Normal (Abadesa Sabordo)	Session 1:2 – Developing a Shared School Vision (Jonel Sembrano)	Session 1:1 – Leading and Managing Schools as a Learning Organization in the New Normal (Ma. Rhoda Tolares)
3:00 – 5:00	Workshop for Module 1 (Abadesa Sabordo)	Workshop for Module 1 (Elizabeth De la Cruz)	Workshop for Module 1 (Ma. Rhoda Tolares)	Workshop for Module 1 (Jonel Sembrano)
Day 2				
8:00 – 8:30	Management Of Learning (MOL) - (Break Out)			
8:30 – 10:30	Session 2.1 – Formulating SMART Goals for Literacy Instruction (Saturnina Mayo)	Session 2.2 – Strengthening Literacy Instruction (Ladelyn Behano)	Session 2.1 – Formulating SMART Goals for Literacy Instruction (Mae Frac)	Session 2.2 – Strengthening Literacy Instruction (Juvy Baranda)
10:30 – 12:00	Session 2.2 – Strengthening Literacy Instruction (Ladelyn Behano)	Session 2.1 – Formulating SMART Goals for Literacy Instruction (Saturnina Mayo)	Session 2.2 – Strengthening Literacy Instruction (Juvy Baranda)	Session 2.1 – Formulating SMART Goals for Literacy Instruction (Mae Frac)
12:00 – 1:00	LUNCH BREAK			
3:00 – 5:00	Preparation and Presentation of SMART Goals and Shared Vision (Saturnina Mayo)	Preparation and Presentation of SMART Goals and Shared Vision (Ladelyn Behano)	Preparation and Presentation of SMART Goals and Shared Vision (Mae Frac)	Preparation and Presentation of SMART Goals and Shared Vision (Juvy Baranda)



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph



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

Enclosure no. 2 – Div. Memo. no. 086 s. 2024

Day/Time	Section A	Section B	Section C	Section D
Day 3				
8:00 - 8:30	Plenary Session - Management of Learning (MOL)			
8:30 - 10:30	Feedback Session (Lalain E. De los Santos & Judith P. Tu)			
10:30 - 12:00	Session 3.1 – Qualities of a Literacy Leader (Glenda Gervero)	Session 3.2 – GESI Literacy Instruction (Benny Blancaver)	Session 3.1 – Qualities of a Literacy Leader (Romy Bermudo)	Session 3.2 – GESI Literacy Instruction (Janeth Palomo)
12:00 - 1:00	LUNCH BREAK			
1:00 - 3:00	Session 3.2 – GESI Literacy Instruction (Benny Blancaver)	Session 3.1 – Qualities of a Literacy Leader (Glenda Gervero)	Session 3.2 – GESI Literacy Instruction (Janeth Palomo)	Session 3.1 – Qualities of a Literacy Leader (Romy Bermudo)
3:00 - 5:00	Workshop for Module 3 (Glenda Gervero)	Workshop for Module 3 (Benny Blancaver)	Workshop for Module 3 (Romy Bermudo)	Workshop for Module 3 (Janeth Palomo)
Day 4				
8:00 - 8:30	Plenary Session - Management of Learning (MOL)			
8:30 - 10:30	Session 4.i: The Project Initiative (Lalain E. De los Santos & Judith P. Tu)			
10:30 - 12:00	Session 4.2 – Supporting Professional Growth Through Monitoring (Rona Overencio)	Session 4.3 – Supporting Professional Growth through Coaching (Lourdes Drogio)	Session 4.2 – Supporting Professional Growth Through Monitoring (Connie Galupar)	Session 4.3 – Supporting Professional Growth through Coaching (Ma. Theresa Villagracia)
12:00 - 1:00	LUNCH BREAK			
1:00 - 3:00	Session 4.3 – Supporting Professional Growth through Coaching (Lourdes Drogio)	Session 4.2 – Supporting Professional Growth Through Monitoring (Rona Overencio)	Session 4.3 – Supporting Professional Growth through Coaching (Ma. Theresa Villagracia)	Session 4.2 – Supporting Professional Growth Through Monitoring (Connie Galupar)
3:00 - 5:00	Workshop for Module 4 Project Implementation Plan (PIP) (Rona Overencio)	Workshop for Module 4 Project Implementation Plan (PIP) (Lourdes Drogio)	Workshop for Module 4 Project Implementation Plan (PIP) (Connie Galupar)	Workshop for Module 4 Project Implementation Plan (PIP) (Ma. Theresa Villagracia)



Address: Banica, Roxas City
 Contact Number: (036) 620 2371
 Email Address: capiz@deped.gov.ph



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

Enclosure no. 2 – Div. Memo. no. 086s, 2024

Day/Time	Section A	Section B	Section C	Section D
Day 5				
8:00 - 8:30				
8:30 - 12:00		Plenary Session - Management Of Learning (MOL) Presentation and Critiquing of Project Implementation Plan (L. De los Santos, J. Tu, M., Rubio, & R. Gervero)		
12:00 - 1:00		LUNCH BREAK		
1:00 - 2:00		Clearing House		
2:00 - 3:00			Next Steps Plan, Post Test, End of Program Evaluation	
3:00 - 5:00			Closing Program	



Address: Banica, Roxas City
Contact Number: (036) 620 2371
Email Address: capiz@deped.gov.ph