Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN
Archbishop Gabriel M. Reyes Street, Kalibo, Aklan

October 18, 2019

DIVISION MEMORANDUM
No. 371 s. 2019

CORRIGENDUM TO DIVISION MEMORANDUM NO. 320 RE: STRENGTHENING SCHOOL LEADERS' 21ST CENTURY KNOWLEDGE, SKILLS AND ATTITUDE

To: Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
School Heads of Public Elementary, Secondary and Integrated Schools Concerned
All Others Concerned

1. Please be informed that the date of the training will be as follows:
   October 28 – 30, 2019
   November 7 – 8, 2019

2. New Venue: Hotel Metro Sky Bar and Restaurant, Toting Reyes St., Kalibo, Aklan

3. Other information and details about the memorandum are still in effect.

4. Immediate and wide dissemination of this memorandum is desired.

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

LLP

Deparment of Education
Region VI - Western Visayas
DIVISION OF AKLAN
Kalibo, Aklan

LIST OF SCHOOL HEADS TO ATTEND THE INDUCTION/ORIENTATION

Date: October 28 -30, 2019 Venue: ASJ Hall

NO.	NAME	PREVIOUS POSITION	PROMOTED TO
1	BARRERA, Divina I.	HT III	HT III
2	FAMOSO, Francis D.	HT II	HT III
3	REMOLA, Felipe Jr. V.	HT I	HT III
4	VILLARUEL, Rogelio F.	HT I	HT II
5	SARATE, Rosalie T.	T - III	HT I
6	JIMLAN, Ju-im T.	T - III	HT I
7	QUIMPO, Mar P.	T - III	HT I
8	DONGUINES,Cynthia V.	T - III	HT I
9	NIVERCA, Terry Jane P.	T - III	HT I
10	DELA CRUZ, Daisy D.	T - III	HT I
11	SUALOG, Ofelia C.	T - III	HT I
12	TUBANG, Alexis Jr. S.	T - III	HT I
13	LACHICA, Arfe E.	T - III	HT I
14	RAPIZ, Ginalyn A.	T - III	HT I
15	BALDOMERO, Arjienila I.	T - III	HT I
16	VALENCIA, Niña D.	T - III	HT I
17	CABANGON, Arman Rogel O.	T - III	HT I
18	VILLORENTE, Jesely I.	T - III	HT I
19	FLAVIANO, Ricky B.	T - III	HT I
20	GERVACIO, Ana Marie P.	T - III	HT I
21	INOSANTO, Rhea P.	T - III	HT I
22	SIOCO, Juzallie S.	T - III	HT I
23	DELA VEGA, Rhodora T.	T - III	HT I
24	INDEMNE, Shelamy H.	T - III	HT I
25	BESA, Rhodora L.	T - III	HT I
26	ZAPICO, Beauty Ann	HT - II	HT III
27	MISPLACIDO, Amor B.	HT I	HT III
28	NAVARRA, Maria Amor U.	HT I	HT III
29	ANDRES, JonJay	HT II	HT III
30	MANARES, Rex T.	HT I	HT II
31	VILLAREAL, Barbra	HT I	HT II
32	CALDEO, Jonathan	HT I	HT II
33	TABIOLO, Rowena R.	T - III	HT I
34	NABOR, Vedasto III Z.	T - I	HT I

Department of Education
Region VI - Western Visayas
DIVISION OF AKLAN

ACTIVITY: DIVISION MEMORANDUM NO. 320 S. 2019 - STRENGTHENING SCHOOL LEADERS' 21ST CENTURY KNOWLEDGE, SKILLS AND ATTITUDE
WHEN: October 28 - 30, 2019 and November 7 - 8, 2019
WHERE: Hotel Metro Sky Bar and Restaurant, Toting Reyes Street, Kalibo, Aklan
Objectives: a. Provide knowledge and skills to equip new SH on financial management
b. Orient on the duties and responsibilities of school administrator/leader
c. Adhere to the DepEd Vision and Mission
d. Build awareness on work attitude and proper decorum
Basis: Individual Dev't. Plan/IPCRF/PPSSH
Modality: Workshop, Lecture, Forum
Expected Outputs: Re-entry Action Plan

TRAINING MATRIX

TIME	DAY 1 MONDAY **October 28, 2019**	DAY 2 TUESDAY **October 29, 2019**	DAY 3 WEDNESDAY **October 30, 2019**	DAY 4 THURSDAY **November 7, 2019**	DAY 5 FRIDAY **November 8, 2019**
8:00	ARRIVAL	MOL	MOL	MOL	MOL
8:15 9:00	REGISTRATION	**RPMS-PPST** Roland Democrito EPSt II	**SCHOOL LAC SESSION** Dr. Dobie P. Parohinog, PhD.	**ADMINSTRATIVE MATTERS** Patrocenia Y. Mamburam AO V	**LOOKS AND ATTITUDE** Michael T. Rapiz, Chief SGOD
10:00	OPENING PROGRAM				
10:15	SNACKS	SNACKS	SNACKS	SNACKS	SNACKS
10:30	**WHAT TO EXPECT?** Leila L. Pamati-an SEPS	**OPCRF for SCHOOL HEADS** Jose Niro R. Nillasca ASDS	**CREATING A WEB DEALING with the STAKEHOLDERS** Arch. Mar Bien Gregory B. Parel	**The VOICE OF THE M & e E** Jun R. Patricio EPSt II	**INFORMATION, MEDIA AND TECHNOLOGY** Floradel P. Jamero ITO
11:30	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00	**LEARNING ACTION PLAN** Roland Democrito EPSt II	**SCHOOL PROCESSES** Michael T. Rapiz, Chief SGOD	**BUILDING A COMMUNITY OF LEARNERS** Roland Democrito EPSt II	**SOURCES and HOW to UTILIZE FUNDS** Marissa A. Jizmundo, Acct. III Bella S. Suante - Budget & Finance Feby D. Moleta, Cash Section	**LOOKING BEYOND** SDS Miguel Mac D. Aposin **EVALUATION AND CLOSING PROGRAM**
3:15	SNACKS	SNACKS	SNACKS		
3:30	**IRR RA No. 155 GOVERNANCE of BASIC EDUCATION ACT of 2001** Leila L. Pamati-an SEPS	**LEGAL MATTERS & CODE of ETHICS for PROF.TEACHERS** Atty. Ma. Jade B. Villanueva	**GUIDELINES HIRING & PROMOTION OF DEPED PERSONNEL** Leila L. Pamati-an SEPS		HOME SWEET HOME
5:00	BREAK	BREAK	BREAK	BREAK	