



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



4 August 2025

Regional Memorandum

No. 587 s. 2025

**LIST OF PARTICIPANTS IN THE PROFESSIONAL
DEVELOPMENT PROGRAM TITLED “CREATING
CARING SCHOOL COMMUNITIES: A CAPACITY
BUILDING JOURNEY FOR SOCIAL EMOTIONAL
LEARNING-DRIVEN SCHOOL LEADERS”**

To: **Schools Division Superintendents**

1. Relative to DM-OUHROD-2025-1654 and Regional Memorandum No. 548, s. 2025, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAPR), releases the List of Participants in the professional development (PD) program titled ***“Creating Caring School Communities: A Capacity Building Journey for Social Emotional Learning-Driven School Leaders”*** on **August 10-13, 2025** (inclusive of travel time), at **NEAP Baguio, Baguio City**.
2. Attached is the List of Participants. They are requested to register through **bit.ly/CapB_SEL-DrivenSchoolLeaders** on or before **August 5, 2025**. They are also reminded to bring their own laptops, chargers, extension cords, and other sources of internet connectivity.
3. Participants are reminded to implement necessary arrangements to ensure that their participation in the program will not cause class disruptions and hamper office operations.
4. Opening Program is scheduled on August 10, 2025, at 2:30 p.m., which will be followed immediately by the pre-test. Room check-in begins at 2:00 p.m. on the same day, while check-out is at 12:00 noon on August 13, 2025. The first meal to be served is the afternoon snack on August 10, and the last meal is lunch on August 13.
5. Board and lodging expenses will be charged against the NEAP Human Resource Development (HRD) Fund, while transportation, per diem, and other incidental expenses shall be charged against SDO/school local funds, subject to the usual accounting and auditing rules and regulations.



Address: Gate 2, Karangalan Village, Cainta, Rizal
Telephone No.: 02-8682-2114
Email Address: region4a@deped.gov.ph
Website: depedcalabarzon.ph



Certificate No. PHP QMS
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6. For questions or queries, please contact Jisela N. Ulpina, OIC-Chief or Bryan A. Pobe, Education Program Supervisor, through email hrd.calabarzon@deped.gov.ph.
7. Immediate dissemination of this Memorandum to all concerned is instructed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

06/ROH5/ROH1



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON

Attachment: List of Participants

**Creating Caring School Communities: A Capacity Building Journey for
SEL-driven School Leaders**

August 10-13, 2025, at NEAP Baguio

NTWG Members

No.	Name	Sex	Position	Office/SDO
1	Mariz P. Borgonos-Pales	F	Guidance Counselor III	Laguna
2	Aries L. Librea	M	Guidance Designate	Lipa City

Participants (Supervisors)

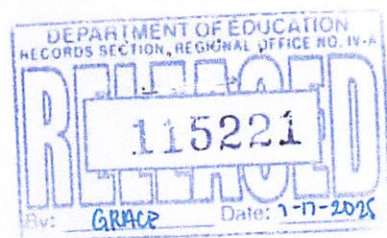
No.	Name	Sex	SDO	Position
1	Emily M. Concio	Female	Antipolo City	Public Schools District Supervisor
2	Raquel I. Blones	Female	Bacoor City	Education Program Supervisor
3	Conie C. Hernandez	Female	Batangas Province	Public Schools District Supervisor
4	Lorna M. Asi	Female	Batangas City	Public Schools District Supervisor
5	Rowena K. Ramos	Female	Biñan City	Public Schools District Supervisor
6	Reynaldo A. Talavera	Male	Cabuyao City	Public Schools District Supervisor
7	Oscar R. Duma Jr.	Male	Calamba City	Public Schools District Supervisor
8	Reyciel Nuestro	Female	Cavite Province	Public Schools District Supervisor
9	Marcela Z. Dela Cruz	Female	Cavite City	Education Program Supervisor
10	Crisaldo A. Belas	Male	Dasmariñas City	Public Schools District Supervisor
11	Glenda A. Recto	Female	General Trias City	Public Schools District Supervisor
12	Leah J. Guillang	Female	Imus City	Education Program Supervisor
13	Rhoda M. Manual	Female	Laguna	Public Schools District Supervisor

14	Evelyn A. Flores	Female	Lipa City	Public Schools District Supervisor
15	Nancy D. La Rosa	Female	Lucena City	Public Schools District Supervisor
16	Gilbert C. Alva	Male	Quezon	Public Schools District Supervisor
17	Cecilia D. Ramirez	Female	Rizal	Public Schools District Supervisor
18	Rhea A. Dacara	Female	San Pablo City	Public Schools District Supervisor
19	ROSALIE M. MABALE	Female	San Pedro City	Public Schools District Supervisor
20	Imelda L. Lucos	Female	Sta Rosa City	Public Schools District Supervisor
21	Liseo V. Vergara	Male	Sto. Tomas City	Public Schools District Supervisor
22	Gladys R. Biscocho	Female	Tanauan City	Public Schools District Supervisor
23	Joseph Jay U. Aureada	Male	Tayabas City	Education Program Supervisor

Participants (School Heads/Head Teachers)

No.	Name	Sex	SDO	Position
1	Mara Angeli V. Bañares	Female	Antipolo City	Head Teacher II
2	Maricel R. Herrera	Female	Bacoor City	Head Teacher III
3	Simeona Rechie C. Ojales	Female	Batangas Province	Principal IV
4	Allan C. Arellano	Male	Batangas City	Principal I
5	Mary Joy L. Cabiles	Female	Biñan City	OIC - Assistant Principal
6	Alona M. Raton	Female	Cabuyao City	Principal II
7	Jessica E. Matanguihan	Female	Calamba City	Principal I
8	Mercedes Perido	Female	Cavite Province	Principal I
9	Ma. Theresa C. Remalla	Female	Cavite City	OIC - Assistant Principal
10	Marlowe P. Maurillo	Male	Dasmariñas City	Principal I
11	Cecilia C. Papa	Female	General Trias City	Principal III
12	Ruby B. Heramia	Female	Imus City	Education Program Supervisor
13	Merlen B. Sancha	Female	Laguna	Principal I
14	Revelyn M. Daite	Female	Lipa City	Head Teacher I
15	Lorelie A. Jasul	Female	Lucena City	Principal II
16	Cynthia P. Cuya	Female	Quezon	Principal II
17	May A. Oriondo	Female	Rizal	Principal I
18	Liza A. Castillo	Female	San Pablo City	Principal II
19	Berlyn S. Daguro	Female	San Pedro City	Head Teacher III

20	Marichu Z. Vidal	Female	Santa Rosa City	Head Teacher III
21	Maria Teresa A. Malveda	Female	Sto. Tomas City	Principal I
22	Jasmine T. Belen	Female	Tanauan City	Head Teacher III
23	Regicelle D. Cabaysa	Female	Tayabas City	Principal I



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



HRDD-RM-2025-548

16 July 2025

Regional Memorandum

No. 548 s. 2025

**IDENTIFICATION OF PARTICIPANTS IN THE PROFESSIONAL
DEVELOPMENT PROGRAM TITLED “CREATING CARING
SCHOOL COMMUNITIES: A CAPACITY BUILDING
JOURNEY FOR SOCIAL-EMOTIONAL LEARNING-DRIVEN
SCHOOL LEADERS”**

To: **Schools Division Superintendents**

1. Relative to DM-OUHROD-2025-1823 from DepEd Central Office, Office of the Undersecretary for Human Resource and Organizational Development, this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAPR), requests the Schools Division Offices (SDOs) to identify participants in the professional development (PD) program titled “*Creating Caring School Communities: A Capacity Building Journey for Social-Emotional Learning-driven School Leaders*” which will be conducted on **August 10-13, 2025**, at **NEAP Baguio**, Baguio City.
2. The PD program aims to equip school leaders with practical evidence-based tools and leadership insights to help them foster emotionally supportive and inclusive school environments, aligned with the Philippine Professional Standards for School Heads.
3. Target participants in the PD program are Public Schools District Supervisors (PSDSs) and School Heads or Head Teachers. Each SDO, through the Human Resource Development Section (HRDS), is requested to encode the details of the identified **one (1) PSDS and one (1) School Head/Head Teacher** through <https://tinyurl.com/4ASELDrivenSL> on or before **July 18, 2025**.
4. List of qualified participants will be disseminated through a separate issuance.
5. For questions or queries, please contact Jisela N. Ulpina, OIC-Chief or Bryan A. Pobe, Education Program Supervisor, through email hrd.calabarzon@deped.gov.ph.






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Email Address: region4a@deped.gov.ph
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Certificate No. PHP QMS

6. Immediate compliance with this Memorandum is instructed.


ATTY. ALBERTO T. ESCOBARTE, CESO II
 Regional Director 

06/ROH5/ROH1



Republic of the Philippines
Department of Education
 REGION IV-A CALABARZON

Attachment: *Number of Participants per SDO*

<i>Creating Caring School Communities: A Capacity Building Journey for SEL-driven School Leaders August 10-13, 2025, at NEAP Baguio</i>			
SDO	PSDS or EPS*	School Head/Head Teacher	Total
Antipolo City	1	1	2
Bacoor City	1	1	2
Batangas Province	1	1	2
Batangas City	1	1	2
Biñan City	1	1	2
Cabuyao City	1	1	2
Calamba City	1	1	2
Cavite Province	1	1	2
Cavite City	1	1	2
Dasmariñas City	1	1	2
General Trias City	1	1	2
Imus City	1	1	2
Laguna	1	1	2
Lipa City	1	1	2
Lucena City	1	1	2
Quezon	1	1	2
Rizal	1	1	2
San Pablo City	1	1	2
San Pedro City	1	1	2
Sta Rosa City	1	1	2
Sto. Tomas City	1	1	2
Tanauan City	1	1	2
Tayabas City	1	1	2
TOTAL	23	23	46

**for SDOs Bacoor City, Cavite City, Imus City, and Tayabas City*

Note: Submission of identified participants is through
<https://tinyurl.com/4ASELDrivenSL> on or before July 18, 2025.



Republika ng Pilipinas

Department of Education

OFFICE OF THE UNDERSECRETARY
HUMAN RESOURCE AND ORGANIZATIONAL DEVELOPMENT



Records-ICD01-2025-359

MEMORANDUM

DM-OUHROD-2025- 1823

TO : **Regional Directors**
Schools Division Superintendents
HRDD Chiefs / NEAP R Focal Persons
All Others Concerned

FROM : **WILFREDO E. CABRAL**
Undersecretary
Human Resource and Organizational Development

Carmela C. Oracion
CARMELA C. ORACION
Assistant Secretary
Human Resource and Organizational Development
(National Educators Academy of the Philippines)

SUBJECT : **CONDUCT OF THE PROFESSIONAL DEVELOPMENT PROGRAM**
"CREATING CARING SCHOOL COMMUNITIES: A CAPACITY
BUILDING JOURNEY FOR SEL-DRIVEN SCHOOL LEADERS"

DATE : 07 July 2025

1. The National Educators Academy of the Philippines (NEAP) will conduct the professional development program **"Creating Caring School Communities: A Capacity Building Journey for SEL-Driven School Leaders,"** with the following schedule and details:

Activity	Date & Venue	Registration Link
A Capacity Building Journey for SEL-Driven School Leaders – Batch 1	10-13 August 2025 Venue: NEAP Baguio	bit.ly/CapB_SEL-DrivenSchoolLeaders 
A Capacity Building Journey for SEL-Driven School Leaders – Batch 2	13-16 August 2025 Venue: NEAP Baguio	

Deadline: 30 July 2025

2. This program aims to equip school heads with practical evidence-based tools and leadership insights to help them foster emotionally supportive and inclusive school

environments, aligned with the Philippine Professional Standards for School Heads (PPSSH). Further, it capacitates school leaders to effectively guide teachers in modeling emotionally intelligent leadership and institutionalizing practices that foster positive relationships and safe learning spaces. In turn, this program is expected to contribute to advancing learner well-being, strengthening positive behavior, and developing resilience among students and personnel.

3. In this regard, **each Regional Offices (RO) is requested to endorse one (1) Supervisor and one (1) School Head/Head Teacher** to participate in the program. **The Regional Directors, through the HRDD Chiefs/NEAP R Focal Persons, are advised to submit the official list of endorsed participants to the NEAP Central Office** using the prescribed template through the email addresses provided below **on or before 18 July 2025, with subject line "ENDORSEMENT Region ____ - Participants to the Capacity Building Journey for SEL-Driven School Leaders."**
4. Enclosed are the following documents, for reference:
 - a. **Enclosure 1** *National Technical Working Group Members*
 - b. **Enclosure 2** *Regional Allocation of Participants per Batch*
 - c. **Enclosure 3** *Indicative Program of Activities*
 - d. **Enclosure 4** *Meal Provision and Accommodation Guide*
 - e. **Enclosure 5** *Endorsement Template for Official List of Participants*
5. The participants are reminded to bring their own laptops, chargers, extension cords, other sources of internet connectivity (e.g., mobile data, pocket wifi, etc.), and any necessary medication/s.
6. The participants are entitled to *Vacation Service Credits (VSCs)* in accordance with DepEd Order No. 013, s. 2024 "*Revised Guidelines on the Grant of VSCs for Teachers*" or *Compensatory Time-Off* pursuant to CSC-DBM Joint Circular No. 2, s. 2004 "*Non-Monetary Remuneration for Overtime Services Rendered*," whichever is applicable.
7. All are reminded to implement necessary arrangements to ensure that participation in the program of concerned personnel will not cause class disruptions and hamper office operations.
8. The participants' board and lodging will be charged against NEAP Human Resource Development (HRD) Fund while transportation, per diem, and other incidental expenses will be charged to RO/SDO/school HRD/local funds, subject to the usual accounting and auditing rules and regulations.
9. Should you have questions and concerns, please coordinate with **Ms. Millie Jane Fudolig** or **Ms. Fleura Karina Lorenzo**, NEAP Professional Development Division, through email neap.pdd@deped.gov.ph / fleura.lorenzo@deped.gov.ph / millie.fudolig@deped.gov.ph or landline (02) 8715-9919.
10. For immediate dissemination and appropriate action.

Copy furnished:
OFFICE OF THE SECRETARY
OFFICE OF THE UNDERSECRETARY FOR OPERATIONS



Republic of the Philippines
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 1

NATIONAL TECHNICAL WORKING GROUP MEMBERS
*Creating Caring School Communities:
A Capacity Building Journey for SEL-Driven School Leaders*

DEPED CENTRAL OFFICE	
Name	Position
1. Marife T. Morcilla	Overall Program Manager
2. Millie Jane T. Fudolig	Program Lead
3. Eric T. Sarmiento	Member
4. Fleura Karina C. Lorenzo	Member
5. Jojet T. Gabriel	Member

EXTERNAL MEMBERS	
Name	Affiliation
6. Sheila Marie G. Hocson	Far Eastern University
7. John Mark S. Distor	Polytechnic University of the Philippines
8. Maria Agnes B. Bonifacio	University of Santo Tomas
9. Elgin B. Clavecillas	ActiveOne Health
10. Maryrose Cortez-Macaraan	De La Salle University

DEPED REGIONAL MEMBERS	
Name	Region
11. Aura D. Tomol	VIII
12. Urbano Q. Jumamil Jr.	XI
13. Mariz P. Borgoños-Pales	IV-A
14. Aries L. Librea	IV-A
15. Lhester Jay C. Gaba	I



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Enclosure 2

REGIONAL ALLOCATION OF PARTICIPANTS PER BATCH
*Creating Caring School Communities:
A Capacity Building Journey for SEL-Driven School Leaders*

REGION	BATCH 1 August 10 – 13, 2025		BATCH 2 August 13 – 16, 2025	
	Supervisor	School Head or Head Teacher	Supervisor	School Head or Head Teacher
NCR	16	16		
CAR	8	8		
I	14	14		
II	9	9		
III	21	21		
IV-A	23	23		
IV-B	7	7		
V	13	13		
VI			8	8
NIR			22	22
VII			11	11
VIII			13	13
IX			8	8
X			14	14
XI			11	11
XII			8	8
XIII			12	12
TOTAL	111	111	107	107
Grand Total	222		214	



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Enclosure 3

INDICATIVE PROGRAM OF ACTIVITIES

**Creating Caring School Communities:
 A Capacity Building Journey For SEL-Driven School Leaders**
 August 10 – 16, 2025

TIME	DAY 0 (Sunday)	DAY 1 (Monday)	DAY 2 (Tuesday)	DAY 3 (Wednesday)	DAY 4 (Thursday)	DAY 5 (Friday)	DAY 6 (Saturday)
8:00am – 8:30am		Management of Learning			Management of Learning		
8:30am – 10:00am		Overview of the activity	Discussion of Module 4	Q&A Session, Commitment, and Ways Forward	Overview of the activity	Discussion of Module 4	Q&A Session, Commitment, and Ways Forward
10:00am – 10:30am		Health Break			Health Break		
10:30am – 12:00pm		Discussion of Module 1	Continuation of Module 4	Closing Program	Discussion of Module 1	Continuation of Module 4	Closing Program
12:00pm – 1:00pm		Lunch Break			Lunch Break		
1:00pm – 2:30pm	Registration	Discussion of Module 2	Discussion of Module 5	Registration	Discussion of Module 2	Discussion of Module 5	
2:30pm – 3:00pm	Opening Program	Health Break		Opening Program	Health Break		
3:00pm – 4:30pm		Discussion of Module 3	Continuation of Module 5		Discussion of Module 3	Discussion of Module 5	
4:30pm – 5:00pm	End-of-Day Evaluation			End-of-Day Evaluation			

*Luzon Cluster
 **Vis-Min Cluster



2nd Floor, Mabini Building, DepEd Complex, Meralco Ave., Pasig City 1600
 Telephone Nos.: (+632) 97159919
 Email Address: neap.pdd@deped.gov.ph | Website: www.deped.gov.ph

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Republic of the Philippines
Department of Education
NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

Enclosure 4

MEAL PROVISION AND ACCOMMODATION GUIDE
*Creating Caring School Communities:
A Capacity Building Journey for SEL-Driven School Leaders*

A. Batch 1

Participants are advised to check-in on Day 0 (Sunday) and check-out on Day 3 (Wednesday). The first meal to be served is an afternoon snack and last meal is lunch. Please see the details below.

Accom / Meals	DAY 0 Aug. 10, 2025 Sunday	DAY 1 Aug. 11, 2025 Monday	DAY 2 Aug. 12, 2025 Tuesday	DAY 3 Aug. 13, 2025 Wednesday
Breakfast	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
AM Snacks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lunch	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
PM Snacks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dinner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

B. Batch 2

Participants are advised to check-in on Day 3 (Wednesday) and check-out on Day 6 (Saturday). The first meal to be served is lunch and the last meal is morning snack. Please see the details below.

Accom / Meals	DAY 0 Aug. 13, 2025 Wednesday	DAY 1 Aug. 14, 2025 Thursday	DAY 2 Aug. 15, 2025 Friday	DAY 3 Aug. 16, 2025 Saturday
Breakfast	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
AM Snacks	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Lunch	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PM Snacks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dinner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>