





Department of Education REGION IV-A CALABARZON

09 October 2025

Regional Memorandum

No. 745 s. 2025

LIST OF PARTICIPANTS AND RESOURCE PERSONS IN THE TRAINING OF COACHES AND MENTORS ON ELEVATING SCHOOL PERFORMANCE: ADVANCED LEADERSHIP AND MANAGEMENT FOR SCHOOL LEADERS

To: Schools Division Superintendents

- 1. Relative to Memorandum DM-OUHROD-2025-1515 titled Conduct of the School Heads Development Program Advanced Course "Elevating School Performance: Advanced Leadership and Management for School Leaders", this Office, through the Human Resource Development Division-National Educators Academy of the Philippines in the Region (HRDD-NEAPR), releases the List of Participants and Resource Persons in the Training of Coaches and Mentors on Elevating School Performance: Advanced Leadership and Management for School Leaders which will be conducted on October 13-17, 2025 (inclusive of travel time) at NEAP Baguio.
- 2. Identified 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.
- 3. The List of Participants can be accessed through https://tinyurl.com/4APaxsCS4Coaches while the List of Resource Persons is in the attached Advisory. They are requested to register through https://tinyurl.com/SHDPCS4NTOTREG.
- 4. Opening Program will be held on Monday, October 13, 2025, 3:00 p.m. at NEAP Baguio. All participants and resource persons are advised to arrive at the venue no later than 12:00 noon on the same day. PM snacks will be the first meal to be served.
- 5. Board and lodging expenses will be charged against NEAP Human Resource Development (HRD) Fund while transportation, per diem, and other incidental expenses of participants and resource persons will be charged to SDO/HRD/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



- 6. For questions or queries, please contact Jisela N. Ulpina, OIC-Chief, or Bryan A. Pobe, Education Program Supervisor, through email https://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

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Department of Education NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES

October 2, 2025

ADVISORY

Conduct of the Training of Coaches and Mentors on Elevating School Performance: Advanced Leadership and Management for School Leaders

This refers to Memorandum DM-OUHROD-2025-1515 with the subject Conduct of the School Heads Development Program Advanced Course "Elevating School Performance: Advanced Leadership and Management for School Leaders".

Please be informed that the schedule of the above-mentioned activity is as indicated below.

ACTIVITY	DATE & VENUE
Training of Coaches and Mentors on Elevating School Performance: Advanced Leadership and Management for School Leaders	13-17 October 2025 Venue: NEAP Baguio

The Opening Program will be held on Monday, October 13, 2025, 3:00 p.m. at NEAP Baguio. All participants and resource persons are advised to arrive at the venue no later than 12:00 noon on the same day. PM snacks will be the first meal to be served.

In line with this, the **travel expenses of Resource Persons** and PMT members from the regions will be charged to the **HRD/HRTD Funds** or other **Local Funds** of the Regional Offices (ROs), School Division Offices (SDOs), or schools subject to the usual accounting and auditing rules and regulations.

The list of resource persons, indicative program of activities and meal provision are enclosed for reference.

Further coordination regarding session assignments and materials will be facilitated by NEAP. For further information, please coordinate with **Ms. Ailene F. Duterte**, of NEAP through email at neap.pdd@deped.gov.ph or landline (02) 8715-9919.

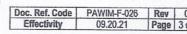
For immediate dissemination and appropriate action.

MICHAEL JOSEPH P. CABAUATAN

Director III

National Educators Academy of the Philippines









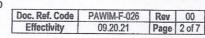
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Enclosure 1:

List of Resource Persons

No.	Name	Position	Station
		Resource Pe	rsons
1	Adonis Ceperez	ASDS	SDO Nueva Viscaya, Region II
2	Roderick Tadeo	Principal IV	SDO Olongapo City, Region III
3	Luz Osmena	CES	QAD, Region IV-A
4	Ivan Brian Inductivo	SDS	SDO General Trias City, Region IV-A
5	Jofit P. Dayoc	ASDS	SDO Batangas, Region IV-A
6	Mary Jane Gonzales	PSDS	SDO Batangas, Region IV-A
7	Erickson Gutierrez	PSDS	SDO Batangas, Region IV-A
8	Lorna R. Medrano	CES	SDO Lipa CIty, Region IV-A
9	Cynthia Eleonor Manalo	ASDS	SDO Romblon, Region IV-B
10	Irene U. Dayandante	PSDS	SDO Camarines Sur, Region V
11	Joy Cabrera	ASDS	SDO Masbate, Region V
12	Nestor Paul Pingil	CES	SDO Iloilo, Region VI
13	Christine Paquibot	ASDS	SDO Talisay City, Region VII
14	Roger Rochar	ASDS	SDO Victorias City, NIR
15	Lyna H. Basri	ASDS	SDO Isabela City, Region IX
16	Raymond Salvador	ASDS	SDO Zamboanga City, Region IX
17	Meilrose Peralta	ASDS	SDO Sultan Kudarat, Region XII
18	Laila B. Danaque	ASDS	SDO Surigao del Sur, CARAGA
19	Rexan Bolotaolo	Principal IV	SDO Agusan del Norte, CARAGA
20	Archie Azucenas	PSDS	SDO Caloocan City, NCR
21	Mary Ann Morden	PSDS	SDO Caloocan City, NCR









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No.	Name	Position	Station						
	Resource Persons								
22	Renato Felipe Jr.	PSDS	SDO Manila, NCR						
23	Marco Meduranda	CES	SDO Navotas City, NCR						
24	Ernest Joseph Cabrera	ASDS	SDO Valenzuela City, NCR						
25	Filmore Caballero	CES	SDO Valenzuela City, NCR						
26	Domingo Lozande	PSDS	SDO Valenzuela City, NCR						
27	Lilibeth Gozo	Principal IV	SDO Valenzuela City, NCR						









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Enclosure 2:

Indicative Program of Activities

A. Program Matrix

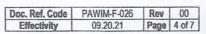
Training of Coaches and Mentors on Elevating School Performance: Advanced Leadership and Management for School Leaders.

October 13-17, 2025 NEAP Training Facility, Teachers' Camp, Baguio City

Time	Day 1			
1:00 - 3:00 PM	Registration and Opening Program			
3:00 - 5:00 PM				

Time	Day 2	Day 3	Day 4	Day 5
8:00 - 8:20 AM		Prelimin		
8:20 - 10:00 AM	Session 1: Session 5: From Designing Facilitation to Empowerment: Learning From Unleashing Selection Selec		Session 9: Coaching and Mentoring for Growth: Mastering Feedback and Iterative Training Design (Simulation of Coaching and Mentoring)	Session 13: Crafting Coaching and Mentoring Plan for SHDP CS3 Asynchronous and WAP Implementation
10:00 - 10:20 AM		Health E	Break	
10:20 - 12:00 PM	Deconstructing		Session 10: Strategic Oversight: Developing and Critiquing M&E for SHDP Effectiveness	Posttest Closing Program





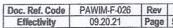




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12:00 - 1:00 PM		Break		
1:00 – 2:40 P M Session 3: Designing Asynchronous Learning: Empowering Flexible Growth		Designing Asynchronous Simulating Facilitation: Learning: effective Training Development Designing Purpose: Coaching & Facilitation: Driving Development		
2:40 - 3:00 PM			Departure from Venue	
3:00 - 4:40 PM	Session 4: Mastering Coaching and Mentoring: Process, Practice, and Professionalism	Session 8: Coaching and Mentoring for Growth: Delivering Experiential Feedback to School Heads	Session 12: Navigating Training Challenges: Co-Creating Solutions in a Collegial Environment	
Time	Day 2	Day 3	Day 4	Day 5
8:00 - 8:20 AM		Prelimir	naries	
8:20 - 10:00 AM	Session 1: Designing Impactful Learning: From Theory to Tailored Sessions	Session 5: From Facilitation to Empowerment: Unleashing Self- Determined Learning	Session 9: Empathetic Mentorship: Guiding School Leaders Through Authentic Challenges	Session 13: Implementing SHDP: Strategic Planning & Coordinated Execution
10:00 - 10:20 AM		Break		
Session 2: Mastering the SHDP: Deconstructing, Synthesizing, and Contextualizing for Effective Coaching		Session 2: Mastering the Coaching and SHDP: Deconstructing, Synthesizing, and Contextualizing for Effective Session 6: Coaching and Mentoring for Growth: Synthesizing, and Delivering Experiential Feedback to		Posttest Closing Program









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12:00 - 1:00 PM				
1:00 - 2:40 P M	Session 3: Designing Asynchronous Learning: Empowering Flexible Growth	Session 7: Facilitating Excellence: A Simulation-Based Approach to Coaching and Mentoring	Session 11: Optimizing Coaching & Facilitation: Driving Development for School Heads	
3:00 PM		Departure from Venue		
3:00 - 4:40 PM	Session 4: Mastering Coaching and Mentoring: Process, Practice, and Professionalism	Session 8: Coaching and Mentoring for Growth: Mastering Feedback and Iterative Training Design	Session 12: Navigating Training Challenges: Co-Creating Solutions in a Collegial Environment	

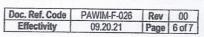
B. Orientation of Program Management Team

Activity	Expected Attendees			Modality
Orientation of Program Management Team	RO Endorsed PMT	October 2025	7,	tinyurl.com/SHDPCS4TCM-PMT-ORYE

C. Orientation of the Resource Persons

Activity	Expected Attendees	Date		Modality
Orientation of Resource Persons	Resource Person	October 2025	3,	tinyurl.com/SHDPCS4TCM-RP-ORYE









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Enclosure 3:

Meal Provision and Accommodation Details

October 13-17, 2025

Provisions	Day 1 October 13, 2025	Day 2 October 14, 2025	Day 3 October 15, 2025	Day 4 October 16, 2025	Day 5 October 17, 2025
	Mon	Tue	Wed	Thu	Fri
Breakfast		· 1	V	1	√
AM Snack		√	1	√	√
Lunch		✓	✓	1	√
PM Snack	√	√	√	√	
Dinner	√	/	√	1	
Room	√	√	✓	/	

Check-in: Day 1 - 2:00 p.m.

Check-out: Day 5 - 12:00 nn.



