



Republic of the Philippines
Department of Education
 REGION VIII - EASTERN VISAYAS

October 21, 2024

REGIONAL MEMORANDUM

No. **1302** s. 2024

**UPDATES ON THE INSTRUCTIONAL LEADERSHIP TRAINING (ILT):
 STRENGTHENING LEARNING CONDITIONS FOR EARLY
 LITERACY FOR UNTRAINED ELEMENTARY
 SCHOOL HEADS**

To: Schools Division Superintendents
 Regional Office Division Chiefs
 All Others Concerned

- Concerning Regional Memoranda Nos. 772 and 1220, s. 2024, attached are the Lists of Participants (Enclosures 1.1-1.3) and updated Program of Activities (Enclosures 2.1-2.3) for the Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy for Untrained Elementary School Heads on November 19-22, 2024 (Batch 1), November 26-29, 2024 (Batch 2), and December 3-6, 2024 (Batch 3) in a venue to be announced through a separate issuance.
- This is a **Continuing Professional Development (CPD) accredited PD program** by the Professional Regulation Commission – Council for Professional Teachers with Accreditation No. PTR-2022-386-6038 and with **15 CPD credit units**.
- The identified participants shall register on or before November 7, 2024, through this link: **<https://bit.ly/ILT-registration>** or scan the QR code below. Failure to register will be considered a waiver of participation in this training.



- The participants are advised to bring a laptop and extension cord for the workshop/s.
- For inquiries or concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, through **hrdd.region8@deped.gov.ph**.

6. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director *te*

Enclosures: As stated

References: As stated

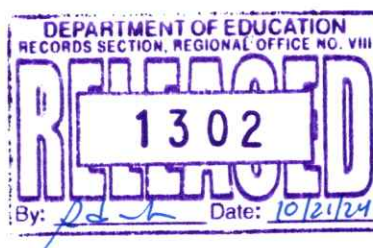
To be indicated in the Perpetual Index under the following subjects:

EARLY LITERACY

ILT

SCHOOL HEADS

HRDD-DSS



Enclosure No. 1.1 to Regional Memorandum No. **1302**, s. 2024

**Instructional Leadership Training (ILT): Strengthening Learning Conditions
for Early Literacy for Untrained Elementary School Heads**

LIST OF PARTICIPANTS

November 19 – 22, 2024 (Batch 1)

No.	Name	School	Schools Division
1	Jane D. Santino	Salangi ES	Biliran
2	Joylyn S. Jampas	Burubuhan ES	Biliran
3	Ann V. Beringa	Kaulangohan ES	Biliran
4	Jonald J. Jarina	Bilwang ES	Biliran
5	Michelle G. Romero	Villa Cornejo ES	Biliran
6	Chamberlain O. Dela Cruz	Canduhao ES	Biliran
7	Roxan S. Marilao	Atipolo ES	Biliran
8	Bartolome R. Doroja	Cagbilwang ES	Calbayog City
9	Berly C. Manzanero	Nabang-Sinidman Cluster	Calbayog City
10	Nicolas B. Tarrayo	Dawo IS	Calbayog City
11	Normel C. Galias	Cag-olango ES	Calbayog City
12	Eliseo A. Sintos	Bugtong ES	Calbayog City
13	Citadel R. Uy	Buluan ES	Catbalogan City
14	Neviejen O. Casoy	Maguihay ES	Catbalogan City
15	Brian U. Brillantes	Cagusipan ES	Catbalogan City
16	Leo G. Abunales	Sulu-an IS	Eastern Samar
17	Erwin S. Acebias	Rizal ES	Eastern Samar
18	Michael B. Adina	Burak ES	Eastern Samar
19	Lourdes C. Alota	Barobo ES	Eastern Samar
20	Jayson G. Anol	Macapagal ES	Eastern Samar
21	Domingo A. Ariaso	Tawagan ES	Eastern Samar
22	Alan T. Aspa	Magtino ES	Eastern Samar
23	Evelyn C. Badidoy	Villahermosa ES	Eastern Samar
24	Perfecto L. Baldago	San Pascual ES	Eastern Samar
25	Jeferson Y. Bobon	Borak ES	Eastern Samar
26	Elena G. Busa	Cabago-an ES	Eastern Samar
27	Marica A. Cadilo	Osmeña ES	Eastern Samar
28	Rowena L. Obera	Alangalang 1 CS	Leyte
29	Leo Gil M. Decena	Binongtoan CS	Leyte
30	Lilia D. Calvez	Babatngon CS	Leyte
31	Edna Q. Cartalla	Palo I CS	Leyte
32	Rogie M. Caubat	San Joaquin CS	Leyte
33	Ma. Nympha B. Barbado	San Miguel CS	Leyte
34	Jayson R. Gaduena	Tanuan II CS	Leyte
35	Rhodora C. Avila	Barugo I CS	Leyte
36	Nelson L. Niegas	Capoocan CS	Leyte
37	Tarcelita L. Lucelo	Alberto T. Aguja Memorial CS	Leyte
38	Arturo A. Albon	Jaro I CS	Leyte
39	Jennylynd G. Martillo	Pastrana CS	Leyte
40	Angelina S. Calipes	Tunga CS	Leyte

41	Daisy A. Renomeron	Kagbana ES	Leyte
42	Dennis S. De Cadiz	Dagami North CS	Leyte
43	Helen C. Sudario	Patoc ES	Leyte
44	Ma. Cristina A. Servando	San Jose CS	Leyte
45	Josephine A. Cabalquinto	Dulag CS	Leyte
46	Volter L. Gaviola	La Paz CS	Leyte
47	Raquel R. de la Cruz	Tabontabon CS	Leyte
48	Nimfa M. Eamiguel	Villalon CS	Leyte
49	Artela F. Alexander	Calubian South CS	Leyte
50	Virgilio S. Pantonino	Macupa CS	Leyte
51	Merlinda C. Branzuela	San Isidro CS	Leyte
52	Godofredo L. Remorta	Daja ES	Leyte
53	Francisco I. Dagoy	Tabango North CS	Leyte
54	Evangelina Z. Daño	Campokpok CS	Leyte
55	Ronald Gay S. Boholano	Hinabuyan CS	Leyte
56	Ophelia A. Seco	Villaba South CS	Leyte
57	Cristina C. Tayros	Albuera North CS	Leyte
58	Grace M. Ruña	Albuera South CS	Leyte
59	Ma. Lolin O. Reyes	Isabel CS	Leyte
60	Jay S. Centino	Matlang ES	Leyte
61	Gladys V. Garrido	Tugbong CS	Leyte
62	Araceli T. Sanoria	Matag-ob CS	Leyte
63	Aquilino B. Matugas	Merida CS	Leyte
64	Marilou V. Ramones	Palompon North CS	Leyte
65	Galahad D. Zaragoza	Palompon South CS	Leyte
66	Roland A. Matugas	Gabaldon CS	Leyte
67	Milky O. Estrella	Bernado V. Closa CS	Leyte
68	Magnolia S. Ruales	Abuyog South CS	Leyte
69	Emelyn G. Elmido	Balocawehay ES	Leyte
70	Nilda T. Madera	Mahaplag CS	Leyte
71	Arlette P. Moquia	Mayorga CS	Leyte
72	Davelyn G. Betonio	Anahawan ES	Leyte
73	Maria Mosilda A. Ortiz	Bato CS	Leyte
74	Belina G. Lee	Urdaneta Central ES	Northern Samar
75	Celia P. Catucod	Capul 2 Central ES	Northern Samar
76	Emma A. Domingo	San Jose CS	Northern Samar
77	Fe T. Longcop	Catarman II CS	Northern Samar
78	Ginalyn H. De Guia	Catarman SPED Center	Northern Samar
79	Leonila G. Sabornido	Victoria Central ES	Northern Samar
80	Wilberto C. Quibal	Lope de Vega CS	Northern Samar
81	Adonis Fiel U. Flores	Canjumul ES	Northern Samar
82	Dharwen C. Alejandro	Gebonawan ES	Northern Samar
83	Alfreda D. Tenedero	Junction ES	Northern Samar
84	Allan J. Astoriano	San Antonio ES	Northern Samar
85	Allan O. Lluz	Lomalaog ES	Northern Samar
86	Raquel L. Apolinario	Sto. Niño CS	Samar
87	Michael M. Artizo	Pagsanghan Central ES	Samar
88	Ricardo C. Calosa	San Juan De Buan CES	Samar
89	Carmina I. Gabane	Motiong Central ES	Samar
90	Ma. Elena C. Resuello	Calbiga Central ES	Samar

91	Jessie J. Abadiano	Camayse IS	Samar
92	Shella M. Abadiano	Balonga-As ES	Samar
93	Elisa G. Abegonia	Pasigay ES	Samar
94	Noel F. Abrea	Igang-Igang IS	Samar
95	Rechelle C. Alarcon	Bisitahan ES	Samar
96	Ma. Joalyn B. Albiso	Concord IS	Samar
97	Arnold R. Aledanio	Rizal I ES	Samar

Prepared by:


DINA S. SUPERABLE
 EPS, HRDD

Noted by:


HARVIE D. VILLAMOR EdD
 Chief of HRDD

Enclosure No. 1.2 to Regional Memorandum No. _____, s. 2024

**Instructional Leadership Training (ILT): Strengthening Learning Conditions
for Early Literacy for Untrained Elementary School Heads**

LIST OF PARTICIPANTS

November 26 – 29, 2024 (Batch 2)

No.	Name	School	Schools Division
1	Lalaine T. Topia	Kabunga-an IS	Baybay City
2	Rosalinda D. Febria	Altavista ES	Baybay City
3	Rodward H. Calago	Mapgap IS	Baybay City
4	Romeo N. Sonio Jr.	Sapa ES	Baybay City
5	Lilibeth E. Marte	Cabato-an ES	Baybay City
6	Albert Filemon B. Daclag	Monterico ES	Baybay City
7	John C. Cagmagting	Alog ES	Eastern Samar
8	Deo M. Cebaga	Kalaw ES	Eastern Samar
9	Ma. Luisa L. Cuadra	Paco ES	Eastern Samar
10	Rodin R. Estil	Malaintos ES	Eastern Samar
11	Antonio A. Evarrola	Gen. MacArthur CS	Eastern Samar
12	Carolina D. Fernandez	Maliwaliw ES	Eastern Samar
13	Nenita N. Gallego	Waso ES	Eastern Samar
14	Evangeline Y. Hernani	Soong ES	Eastern Samar
15	Alexander G. Lagrosa	Asgad ES	Eastern Samar
16	Maribel E. Macahig	Dalaragan ES	Eastern Samar
17	Cecille O. Macasa	Anislag ES	Eastern Samar
18	Allan L. Maestre	Dao IS	Eastern Samar
19	Mario A. Neri	Lamak CS	Leyte
20	Rumeretz R. Villaroel	Hilongos South CS	Leyte
21	Clarissa S. Gertos	Hindang CS	Leyte
22	Editha S. Oca	Inopacan CS	Leyte
23	Alvin S. Pizon	Matalom North CS	Leyte
24	Limwell C. Montecina	Aslum ES	Leyte
25	Ma. Villa A. Ranes	San Diego ES	Leyte
26	Oscar D. Matela Jr.	Hinapolon ES	Leyte
27	Ralph P. Valeriano	Langit ES	Leyte
28	Josephine D. Yu	M. Casaus ES	Leyte
29	Angie A. Raagas	Mariquita Cinco Memorial CS	Leyte
30	Socrates R. Marmita	Tabangohay ES	Leyte
31	Bonifacio V. Velarde	Andres C. Yu Memorial ES	Leyte
32	Jimmy A. Vicuña	Borseth ES	Leyte
33	Annalyn M. Daffon	Bugho ES	Leyte
34	Ma. Glenda T. Cariño	Calaasan ES	Leyte
35	Loreta P. Melchor	Hubang ES	Leyte
36	Jennylyn M. Lora	Hupit ES	Leyte
37	Mary Grace M. Caldosa	Lourdes ES	Leyte
38	Rosemarie O. Macayan	Lukay ES	Leyte
39	Nelia N. Lagaday	Salazar ES	Leyte
40	Shernan Carlo Y. Apurillo	San Francisco West ES	Leyte

41	Maria Evelyn M. Maceda	San Vicente ES	Leyte
42	Alpha Jessa P. Adlawan	Bangon ES & Lonoy ES	Northern Samar
43	Alvin F. Galono	Simora ES	Northern Samar
44	Ana Marie G. Eslaban	Maxvilla ES	Northern Samar
45	Analyn M. Sabutan	Roxas ES	Northern Samar
46	Anecito A. Gabitan	Happy Valley ES & Cabalwa ES	Northern Samar
47	Angelique R. Luto	Abaton ES	Northern Samar
48	Anthea B. Rubenecia	Catoto-ogan ES	Northern Samar
49	Antonette A. Sosing	San Ramon ES	Northern Samar
50	Antonio M. Laodenio	B. Aquino Jr. ES	Northern Samar
51	Antonio R. Lagrimas	Langob ES	Northern Samar
52	Ariel T. Diego	Rizal ES	Northern Samar
53	Arlyn B. Alata	Balugo ES	Northern Samar
54	Baltazar C. Alaras Jr.	Monbon ES	Northern Samar
55	Benjamin C. MacMurray	Doña Pomposa C. Gorgonia ES	Northern Samar
56	Benjamin N. Bolao	Sagudsuron ES	Northern Samar
57	Jolebee M. Bernaldez	Getigo ES	Northern Samar
58	Brendon P. Lobenia	Bukid ES	Northern Samar
59	Casius R. Celajes	Mag-ongon ES	Northern Samar
60	Catherine B. Gordo	Victory ES	Northern Samar
61	Cecil U. Cardeno	San Andres ES	Northern Samar
62	Celso M. Capawing	San Julian ES	Northern Samar
63	Cheerizz Anne C. Panis	Oson ES	Northern Samar
64	Chelito A. Yu	Magsaysay ES	Northern Samar
65	Cindy C. Ciscar	Malobago ES	Northern Samar
66	Corazon E. Dino	Bantolinao ES	Northern Samar
67	Mary Fe L. Cornico	Magsaysay ES	Northern Samar
68	Cristina O. Seso	Malidong ES	Northern Samar
69	Danilo F. Ching	Coroconog ES	Northern Samar
70	Eleanor A. Aler	Canva-Is ES	Samar
71	Minerva C. Amor	Kerikite IS	Samar
72	Elena P. Antor	Cagboboto ES	Samar
73	Federico B. Bacsal	Canticum ES	Samar
74	Glenn B. Balagat	Ubo ES	Samar
75	Neresita S. Bechachino	Independencia ES	Samar
76	Helen P. Bernate	Balatguti ES	Samar
77	Jonathan D. Cabel	Inalad ES	Samar
78	Melissa A. Cabigayan	Malihao ES	Samar
79	Kysie Jane C. Cabrigas	Calayaan ES	Samar
80	Rochel C. Cabujat	Upper Minata ES	Samar
81	Domingo C. Cajurao	Nabulo ES	Samar
82	Antonio V. Cameja	Balugo ES	Samar
83	Cleah P. Canonoy	Lunang I ES	Samar
84	Racel Q. Celeste	Magdawat ES	Samar
85	Milyza M. Collamat	Malobago ES	Samar
86	Charlene G. Concordia	Bungliw ES	Samar
87	Melanie C. Cordero	Oyandik ES	Samar
88	Michael F. Correche	Tambongan ES	Samar
89	Amalia G. Dacallos	Mabini ES	Samar
90	Angelico A. Dacallos Jr.	Real ES	Samar

91	Johnson A. Dacaymat	Canbagtic ES	Samar
92	Aileen G. Estrada	Marcos ES	Samar
93	Nilo A. Festijo Jr.	Cabil-Isan ES	Samar
94	Antonio N. Debuton	Bonga ES	Samar
95	Marilyn L. Derraco	Nacube ES	Samar
96	Maria Teresa E. Donadillo	Pologon ES	Samar
97	Ma. Febeth C. Donadillo	San Luis ES	Samar

Prepared by:


DINA S. SUPERABLE
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Noted by:


HARVIE D. VILLAMOR EdD
 Chief of HRDD

Enclosure No. 1.3 to Regional Memorandum No. _____, s. 2024

**Instructional Leadership Training (ILT): Strengthening Learning Conditions
for Early Literacy for Untrained Elementary School Heads**

LIST OF PARTICIPANTS

December 3 – 6, 2024 (Batch 3)

No.	Name	School	Schools Division
1	Mario L. Mergal	Cagaut ES	Eastern Samar
2	Rowena A. Montallana	Malingon ES	Eastern Samar
3	Nimfa C. Noromor	Naga ES	Eastern Samar
4	Marilou D. Omlang	Alang-Alang Primary School	Eastern Samar
5	Hilda B. Osol	San Jose ES	Eastern Samar
6	Jennifer P. Pabello	Roxas Primary School	Eastern Samar
7	Gracel O. Padel	Limbujan Primary School	Eastern Samar
8	Adriano Jr. C. Paller	Inu-olangihan Primary School	Eastern Samar
9	Jesus L. Pircadal	Campacion ES	Eastern Samar
10	John A. Rosaldo	Sta. Cruz ES	Eastern Samar
11	Ma. Kris B. Tegero	Del Pilar ES	Eastern Samar
12	Onesimo C. Vista	Polangi ES	Eastern Samar
13	Melanie T. Canillas	Taguite ES	Leyte
14	Joyce B. Collanto	San Isidro ES	Leyte
15	Joan R. Kierulf	Candahug ES	Leyte
16	Elsa E. Po	Kauswagan ES	Leyte
17	Eden B. Blanco	San Juan ES	Leyte
18	Rouel T. Pecho	Calsadahay ES	Leyte
19	Alma C. Cinco	Cahumayhumayan ES	Leyte
20	Ma. Noma G. Caneda	Busay ES & Cabarasan PS	Leyte
21	Dennis P. Clores	Tutug-an ES	Leyte
22	Mila R. Tuando	Sogod ES	Leyte
23	Paul P. Agunos	Macalpi ES	Leyte
24	Ramel B. Grabador	Canfabi ES	Leyte
25	Marites P. Conge	San Roque ES	Leyte
26	Aileen B. Relevo	Sta. Cruz ES	Leyte
27	Orlan Q. Mendaros	Halaba ES	Leyte
28	Nelson M. Raga	Beunavista ES	Leyte
29	Val P. Edradan	Hugpa West ES	Leyte
30	Angelo R. Tampol	Villa Corazon ES	Leyte
31	Virginia E. Lamac	Hiabangan ES	Leyte
32	Fe M. Villablanca	Hinabuyan ES	Leyte
33	Norelene N. Lausin	Katipunan ES	Leyte
34	Eric I. De Castro	Banayon ES	Leyte
35	Ariel M. Zacarias	Dulag SpEd Center	Leyte
36	Jay Ann Q. Lacambra	Sabang ES	Leyte
37	Starvee Kenn V. Salvacion	Alegria IS	Leyte
38	Reynald P. Pedida	Bunacan ES	Leyte
39	Oliver A. Villarin	Maanda ES	Leyte

40	Catherine B. Villarino	Hugpa ES	Leyte
41	Ritchie Rey D. Mercader	Kawayan ES	Leyte
42	Mary Jane J. Batiancila	Leon Ito ES	Leyte
43	Danilo C. Devota	A. Tumamak ES	Leyte
44	Claribel Geraldina R. Sarsonas	Balite ES	Leyte
45	Jessica M. Calderon	New Balanac ES	Leyte
46	Rico G. Jaballa	Mahayahay ES	Leyte
47	Elmer S. Libay	Relocation ES	Leyte
48	Leonil D. Itoc	Cacao ES	Leyte
49	Hazel V. Agustin	Cambalong ES	Leyte
50	Eliezer R. Barro	Belen ES	Leyte
51	Aida M. Amodia	Cantuhaon ES	Leyte
52	Versel N. Ciriaco	Cangcosme ES	Leyte
53	Ma. Jovy L. Cabantoc	Sta. Fe-Sto. Niño ES	Leyte
54	Rene C. Gresola	Tabigue ES	Leyte
55	Maria Lyn A. Nanquil	New Taligue ES	Leyte
56	Romualdo C. Blauta	Pinocawan ES	Leyte
57	Myrel A. Modina	Abuyogay ES	Leyte
58	Araceli M. Gonzaga	Hilusig ES	Leyte
59	Noel M. Dulosa	Upper ES	Leyte
60	Lerma E. Saballa	Calipayan ES	Leyte
61	Dario C. Arot	Himama-a ES	Leyte
62	Marvin F. Broñola	Sta. Margarita ES	Leyte
63	Francis R. Fortaliza	Libertad ES	Leyte
64	Annabel A. Renomeron	Bontoc ES	Leyte
65	Dalia P. Renomeron	Conalum ES	Leyte
66	Arnold G. Dacera	Tinago ES	Leyte
67	Victorino G. Pil	Taylan ES	Leyte
68	Darwin Lipata	Gebonawan ES	Northern Samar
69	Dindo G. Romines Jr.	Bonglas ES	Northern Samar
70	Diosdado P. Paloma	Bobolosan ES	Northern Samar
71	Domingo P. Giray	Canyomanao ES	Northern Samar
72	Eddie S. Enero	Balud ES	Northern Samar
73	Edgar S. Tan	Brgy. Uno ES	Northern Samar
74	Ednil Abener A. Espelita	Osang ES	Northern Samar
75	Eireen O. Morado	Aguinaldo ES	Northern Samar
76	Elvira L. Caguerhab	Salvacion ES	Northern Samar
77	Emalyn P. Pajanustan	Cabariwan ES	Northern Samar
78	Eva Liza D. Banawis	Libertad ES	Northern Samar
79	Evelyn P. Gorgonia	Quezon ES	Northern Samar
80	Fatima D. Madulid	Palhugan ES	Northern Samar
81	Fe P. Depiña	Aguada ES	Northern Samar
82	Felisa A. Mondigo	Lungib ES	Northern Samar
83	Reymark G. Merino	Canloly ES	Samar
84	Concepcion M. Miranda	Rosalim ES	Samar
85	Melvin J. Gabac	Nalihugan ES	Samar
86	Thelma T. Gabrintina	Bangon ES	Samar
87	Edina Q. Gad	Mararangsi ES	Samar
88	Flor C. Jabinal	Villa Aurora ES	Samar
89	Relma S. Jagarap	Calantawan ES	Samar

90	Bonifacio T. Jerusalem	Guirang ES	Samar
91	Jason C. Jullado	Patag ES	Samar
92	Mariel B. Labong	Tula ES	Samar
93	Karina S. Laurel	San Rafael ES	Samar
94	Belinda C. Mediana	Macaalan ES	Samar
95	Conrado I. Mercado Jr.	Calingonan ES	Samar
96	Rechel G. Mabutol	San Jose ES	Samar
97	Grace G. Manicani	Lobe-Lobe ES	Samar

Prepared by:


DINA S. SUPERABLE
 EPS, HRDD

Noted by:


HARVIE D. VILLAMOR EdD
 Chief of HRDD

Enclosure No. 2.1 to Regional Memorandum No. _____, s. 2024

Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy
November 19 - 22, 2024

Program of Activities (Batch 1)

Time	Day 0	Day 1	Day 2	Day 3	Day 4
8:00 – 8:30 a.m.		Preliminaries	Preliminaries & Management of Learning	Preliminaries & Management of Learning	Preliminaries & Management of Learning
8:30 – 9:30 a.m.		MODULE 1: School as Learning Organizations for Effective Literacy Instruction Session 1.1 Leading and Managing Schools as a Learning Organization in the New Normal Evelyn J. Vertudes Heidi Marie C. Lagunzad	*Presentation of the Proposed Shared Vision and SMART Goals <i>*To be facilitated by the assigned RPs of the topic/s</i>	Session 3.2 Gender Equality and Social Inclusion (GESI) and Literacy Instruction Hazel B. Meneses Rowena T. Vacal	Sessions 4.2-3 Supporting Professional Growth Through Monitoring and Technical Assistance Jayson Closa Marilou M. Soria
9:30 – 10:15 a.m.			Self-paced Task: Revising the Shared Vision and SMART Goals		
10:15-10:30 a.m.			Health Break		

<p>10:30 a.m. - 12:00</p>		<p>Session 1.2 Developing a Shared School Vision Individual Workshop: Developing a Shared Vision Ma. Cristy Lyn G. Meracap Dina S. Superable</p>	<p>MODULE 3: Developing Literacy Leadership Session 3.1 Qualities of a Literacy Leader Hera Paz B. Yamson Mariam G. Aranas</p>	<p>Consultation: **Project Initiative Plan <i>**RPs shall attend to the assigned group to provide TA</i></p>	<p>***Presentation of the Project Initiative Plan <i>***All RPs shall attend and provide TA during the presentation</i></p>
<p>12:00 - 1:00 p.m.</p>	Lunch Break				
<p>1:00 - 2:00 p.m.</p>	<p>Arrival & Registration of Participants</p>	<p>MODULE 2: Formulating Smart Goals for Literacy Instruction Session 2.1 Formulating SMART Goals for Literacy Instruction Individual Workshop:</p>	<p>MODULE 4: Supporting and Monitoring Teachers and School Heads for Early Literacy Session 4.1 Project Initiative Aileen B. Apostol Paul Aaron O. Matuguina</p>	<p>Self-paced Task: Finalization of the Project Initiative Plan</p>	<p><i>continuation...</i> Presentation of the Project Initiative Plan</p>

2:00 - 2:30 p.m.	Formulating SMART Goals Christopher D. Salino Ma. Gina O. Balicat			Post-test
2:30 - 2:45 p.m.	<p>Health Break</p> <p>Self-paced Task: Developing a Project Initiative Plan (PIP)</p> <p>Session 2.2 Strengthening Literacy Instruction</p> <p>Conditions that Contribute to Effective Literacy Instruction:</p> <ul style="list-style-type: none"> ▪ Well-being ▪ Social Emotional Learning (SEL) ▪ Gender Equity and Social Inclusion (GESI) ▪ Capacity to Care ▪ Growth Mindset ▪ Collaborative Problem-solving <p>Josephine M. Casas Ma. Gelma Mapatac</p>			Closing Program End-of-Program Evaluation
2:45 - 3:00 p.m.				
3:00 - 4:45 p.m.	Opening Program			Home Bound

	Melisa R. Bughao Marck Anthony M. Suyom		
4:45 - 5:00 p.m.	End-of-Day Evaluation		
	Class 1 Class Manager Lead Resource Person	Raph Albert M. Gudes Hazel B. Meneses	
	Class 2 Class Manager Lead Resource Person	Lerma F. Oquias Mariam G. Aranas	

Prepared by:

DINA S. SUPERABLE
Education Program Supervisor

Noted by:



HARVIE D. VILLAMOR EdD
Chief of HRDD

Enclosure No. 2.2 to Regional Memorandum No. _____, s. 2024

Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy
November 26 - 29, 2024

Program of Activities (Batch 2)

Time	Day 0	Day 1	Day 2	Day 3	Day 4
8:00 - 8:30 a.m.		Preliminaries	Preliminaries & Management of Learning	Preliminaries & Management of Learning	Preliminaries & Management of Learning
8:30 - 9:30 a.m.		<p>MODULE 1: School as Learning Organizations for Effective Literacy Instruction</p> <p>Session 1.1 Leading and Managing Schools as a Learning Organization in the New Normal</p> <p>Ma. Ivy B. Avelino Heidi Marie C. Lagunzad</p>	<p>*Presentation of the Proposed Shared Vision and SMART Goals</p> <p><i>*To be facilitated by the assigned RPs of the topic/s</i></p>	<p>Session 3.2 Gender Equality and Social Inclusion (GESI) and Literacy Instruction</p> <p>Hazel B. Meneses Rowena T. Vacal</p>	<p>Sessions 4.2-3 Supporting Professional Growth Through Monitoring and Technical Assistance</p> <p>Jayson Closa Marilou M. Soria</p>
9:30 - 10:15 a.m.			<p>Self-paced Task: Revising the Shared Vision and SMART Goals</p>		
10:15-10:30 a.m.			Health Break		

<p>10:30 a.m. - 12:00</p>		<p>Session 1.2 Developing a Shared School Vision Individual Workshop: Developing a Shared Vision Ma. Cristy Lyn G. Meracap Dina S. Superable</p>	<p>MODULE 3: Developing Literacy Leadership Session 3.1 Qualities of a Literacy Leader Hera Paz B. Yamson Mariam G. Aranas</p>	<p>Consultation: **Project Initiative Plan **RPs shall attend to the assigned group to provide TA</p>	<p>***Presentation of the Project Initiative Plan ***All RPs shall attend and provide TA during the presentation</p>
<p>12:00 - 1:00 p.m.</p>	Lunch Break				
<p>1:00 - 2:00 p.m.</p>	<p>Arrival & Registration of Participants</p>	<p>MODULE 2: Formulating Smart Goals for Literacy Instruction Session 2.1 Formulating SMART Goals for Literacy Instruction Individual Workshop:</p>	<p>MODULE 4: Supporting and Monitoring Teachers and School Heads for Early Literacy Session 4.1 Project Initiative Aileen B. Apostol Paul Aaron O. Matuguina</p>	<p>Self-paced Task: Finalization of the Project Initiative Plan</p>	<p>continuation... Presentation of the Project Initiative Plan</p>

2:00 - 2:30 p.m.	Formulating SMART Goals Christopher D. Salino Ma. Gina O. Balicat			Post-test
2:30 - 2:45 p.m.	<p>Health Break</p> <p>Self-paced Task: Developing a Project Initiative Plan (PIP)</p>	<p>Health Break</p>		<p>Closing Program</p> <p>End-of-Program Evaluation</p>
2:45 - 3:00 p.m.				
3:00 - 4:45 p.m.	<p>Pre-test</p> <p>Opening Program</p>			Home Bound

	Melisa R. Bughao Marck Anthony M. Suyom	
4:45 - 5:00 p.m.	End-of-Day Evaluation	
Class 1 Class Manager Lead Resource Person	Fritzie J. Lagrimas Hera Paz B. Yamson	
Class 2 Class Manager Lead Resource Person	Maria Rheana A. Caparosa Paul Aaron O. Matuguina	

Prepared by:

DINA S. SUPERABLE
Education Program Supervisor

Noted by:



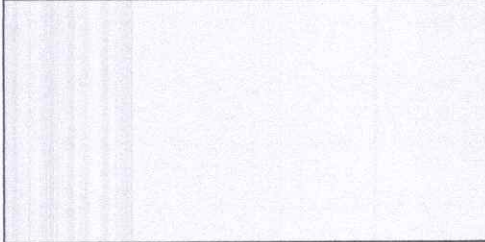
HARVIE D. VILLAMOR EDD
Chief of HRDD

Enclosure No. 2.3 to Regional Memorandum No. _____, s. 2024

Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy
December 3 - 6, 2024

Program of Activities (Batch 3)

Time	Day 0	Day 1	Day 2	Day 3	Day 4
8:00 - 8:30 a.m.		Preliminaries	Preliminaries & Management of Learning	Preliminaries & Management of Learning	Preliminaries & Management of Learning
8:30 - 9:30 a.m.		<p>MODULE 1: School as Learning Organizations for Effective Literacy Instruction</p> <p>Session 1.1 Leading and Managing Schools as a Learning Organization in the New Normal</p> <p>Evelyn J. Vertudes Heidi Marie C. Lagunzad</p>	<p>*Presentation of the Proposed Shared Vision and SMART Goals</p> <p><i>*To be facilitated by the assigned RPs of the topic/s</i></p>	<p>Session 3.2 Gender Equality and Social Inclusion (GESI) and Literacy Instruction</p> <p>Hazel B. Meneses Rowena T. Vacal</p>	<p>Sessions 4.2-3 Supporting Professional Growth Through Monitoring and Technical Assistance</p> <p>Jayson Closa Marilou M. Soria</p>
9:30 - 10:15 a.m.			<p>Self-paced Task: Revising the Shared Vision and SMART Goals</p>		
10:15-10:30 a.m.			Health Break		

<p>10:30 a.m. - 12:00</p>		<p>Session 1.2 Developing a Shared School Vision</p> <p>Individual Workshop: Developing a Shared Vision</p> <p>Ma. Cristy Lyn G. Meracap Dina S. Superable</p>	<p>MODULE 3: Developing Literacy Leadership</p> <p>Session 3.1 Qualities of a Literacy Leader</p> <p>Hera Paz B. Yamson Mariam G. Aranas</p>	<p>Consultation: **Project Initiative Plan</p> <p><i>**RPs shall attend to the assigned group to provide TA</i></p>	<p>***Presentation of the Project Initiative Plan</p> <p><i>***All RPs shall attend and provide TA during the presentation</i></p>
<p>12:00 - 1:00 p.m.</p>	<p>Lunch Break</p>				
<p>1:00 - 2:00 p.m.</p>	<p>Arrival & Registration of Participants</p>	<p>MODULE 2: Formulating Smart Goals for Literacy Instruction</p> <p>Session 2.1 Formulating SMART Goals for Literacy Instruction</p> <p>Individual Workshop:</p>	<p>MODULE 4: Supporting and Monitoring Teachers and School Heads for Early Literacy</p> <p>Session 4.1 Project Initiative</p> <p>Aileen B. Apostol Paul Aaron O. Matuguina</p>	<p>Self-paced Task: Finalization of the Project Initiative Plan</p>	<p><i>continuation...</i> Presentation of the Project Initiative Plan</p>

2:00 - 2:30 p.m.	Formulating SMART Goals Christopher D. Salino Ma. Gina O. Balicat			Post-test
2:30 - 2:45 p.m.	<p>Health Break</p> <p>Self-paced Task: Developing a Project Initiative Plan (PIP)</p>	<p>Health Break</p>		Closing Program End-of-Program Evaluation
2:45 - 3:00 p.m.				
3:00 - 4:45 p.m.	Opening Program			Home Bound

	Melisa R. Bughao Marck Anthony M. Suyom		
4:45 - 5:00 p.m.	End-of-Day Evaluation		
	Class 1 Class Manager Lead Resource Person	Haydee C. Cayaco Ma. Cristy Lyn G. Meracap	
	Class 2 Class Manager Lead Resource Person	Fred Carlo B. Madeja Melisa R. Bughao	

Prepared by:


DINA S. SUPERABLE
Education Program Supervisor

Noted by:


HARVIE D. VILLAMOR Edd
Chief of HRDD



Republic of the Philippines
Department of Education
REGION VIII - EASTERN VISAYAS

October 8, 2024

REGIONAL MEMORANDUM

No. **1220** s. 2024

**INSTRUCTIONAL LEADERSHIP TRAINING (ILT): STRENGTHENING
LEARNING CONDITIONS FOR EARLY LITERACY FOR
UNTRAINED ELEMENTARY SCHOOL HEADS**

To: Schools Division Superintendents
Regional Office Division Chiefs
All Others Concerned

1. Concerning Regional Memorandum No. 772, s. 2024, this Office, through the Human Resource Development Division (HRDD), shall conduct the **Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy for Untrained Elementary School Heads** on November 19-22, 2024 (Batch 1), and November 26-29, 2024 (Batch 2), and December 3-6, 2024 (Batch 3) in a venue to be announced later.

2. The participants in this Professional Development (PD) program are expected to: (a) familiarize the well-being framework to strengthen learning conditions for early literacy, (b) reflect on instructional leadership practices in supporting teachers in teaching early literacy, (c) draft research-based and data-driven project initiatives that will improve learning outcomes of Grades 1 to 3 learners in their respective schools as embedded in the School Improvement Plan (SIP) and as practiced in Continuous Improvement (CI), and (d) form linkages and share with other districts and schools existing good practices in the implementation of reading programs and interventions.

3. Check-in is at 2:00 p.m. on Day 0 and checkout is at noon on Day 4. Below are the training meal provisions.

Day/Meal	Day 0	Day 1	Day 2	Day 3	Day 4
	Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast		✓	✓	✓	✓
A.M. Snacks		✓	✓	✓	✓
Lunch		✓	✓	✓	✓
P.M. Snacks	✓	✓	✓	✓	
Dinner	✓	✓	✓	✓	

4. The List of Resource Persons (Enclosure 1), Program Management Team (Enclosure 2), and Program of Activities (Enclosures 3.1-3.3) are attached for reference while the List of Participants shall be available through separate issuance.
5. For inquiries or concerns, contact Dr. Harvie D. Villamor, Chief of HRDD, through **hrdd.region8@deped.gov.ph**.
6. Expenses to be incurred by the board and lodging of the participants and training kits and supplies shall be charged against HRD PSF while the participants' travel expenses to their MOOE/Local Fund, subject to the usual accounting and auditing rules and regulations.
7. Immediate dissemination of and compliance with this Memorandum are desired.


EVELYN R. FETALVERO, CESO III
Regional Director 

Enclosures: As stated

Reference: As stated

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

EARLY LITERACY

ILT

SCHOOL HEADS

HRDD-DSS



Enclosure No. 1 to Regional Memorandum No. 1220s. 2024

List of Resource Persons

No.	Name	Schools Division/Office/School	Position
1	Rowena T. Vacal	Regional Office, HRDD	Education Program Supervisor (EPS)
2	Mariam G. Aranas	Baybay City Division Office, Curriculum Implementation Division	EPS
3	Marilou M. Soria	Baybay City Division, Baybay II Central School	Principal IV
4	Marck Anthony M. Suyom	Baybay City Division Office, Human Resource Development Section	Senior Education Program Specialist (SEPS)
5	Josephine M. Casas	Biliran Division Office, School Governance Operations Division (SGOD)	EPS
6	Ma. Cristy Lyn G. Meracap	Biliran Division, Biliran District	Public Schools District Supervisor (PSDS)
7	Hazel B. Meneses	Borongan City Division, Eastern Samar National Comprehensive High School	Principal IV
8	Christopher D. Salino	Calbayog City Division, Carayman NHS	Principal I
9	Maria Gina O. Balicat	Eastern Samar Malobago ES, Dolores II District	Principal II
10	Ma. Ivy B. Avelino	Leyte Division, Cansamada ES	Principal II
11	Jayson Closa	Leyte Division, Palali CS, Macarthur District	Principal III
12	Heidi Marie C. Lagunzad	Leyte Division, Tolosa District	Principal IV/District-in-Charge
13	Hera Paz B. Yamson	Leyte Division, Bato School of Fisheries	Principal IV
14	Evelyn J. Vertudes	Northern Samar Division, Bobon School for Philippine Craftsmen	Master Teacher I/Department Head
15	Melisa R. Bughao	Ormoc City Division, District IV	PSDS
16	Paul Aaron O. Matuguina	Ormoc City Division, San Antonio IS	Head Teacher III
17	Ma. Gelma Mapatac	Samar Division, Sta. Rita III District	Principal III/District-in-Charge
18	Aileen B. Apostol	Tacloban City Division, New Hope ES	Principal II

Enclosure No. 2 to Regional Memorandum No. 220 s. 2024

Program Management Team (PMT)

No.	Name	Office/School	Position	Role
1	Harvie D. Villamor	Human Resource Development Division (HRDD)	Chief Education Supervisor	Program Manager
2	Elena S. De Luna	National Educators Academy of the Philippines in the Region (NEAP R)	Assistant Schools Division Superintendent/ NEAP R Head	Co-Program Manager
3	Gertrudes C. Mabutin	Curriculum & Learning Management Division (CLMD)	OIC-Chief Education Supervisor	Learning Manager
4	Dandy G. Acuin	CLMD	EPS for Early Literacy	Co-Learning Manager/ Content Expert
5	Marlou D. Camposano	Quality Assurance Division (QAD)	EPS	M&E Monitor
6	Gerardo L. Adtoon	QAD	EPS	M&E Monitor
7	Dina S. Superable	HRDD	EPS	Chairperson/ Resource Person
Co-Chairpersons & Class Managers				
No.	Name	Office/School	Position	Batch
1	Raph Albert L. Gudes	San Juan IS	Principal I	Batch 1
2	Lerma F. Oquias	Baybay I Central School	Principal IV	Batch 1
3	Fritzie J. Lagrimas	Canlingga ES	Principal I	Batch 2
4	Maria Rheana A. Caparosa	Luna ES	Head Teacher I	Batch 2
5	Haydee C. Cayaco	Colawen ES	Head Teacher I	Batch 3
6	Fred Carlo B. Madeja	Alang-alang ES, Oras West District	Head Teacher II	Batch 3
7	Pee Jay P. Amadore	Regional Office, HRDD	Administrative Assistant I	Batch 1 - 3