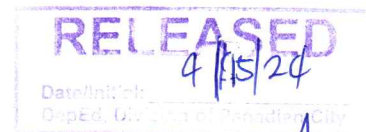




Republic of the Philippines
Department of Education
 Region IX, Zamboanga Peninsula
DIVISION OF PAGADIAN CITY



SCHOOL GOVERNANCE AND OPERATIONS DIVISION

April 15, 2024

DIVISION MEMORANDUM

No. 129, s. 2024

3rd Professional Development on Instructional Leadership, Governance, and Administration (PDILGA) for CY 2024

To: Chief Education Program Supervisors) SGOD, CTD
 Public Schools District Supervisors) All Districts
 All Principals/School Heads) All levels
 Others concerned

1. The Schools Division of Pagadian City will conduct its **3rd Professional Development on Instructional Leadership, Governance, and Administration (PDILGA) for CY 2024 on April 30, 2024 (Tuesday), 8:00-5:00 PM at SMC Gift Pavilion, Pagadian City.**

2. The participants are the Schools Division Superintendent, Assistant Schools Division Superintendent, Chief Education Program Supervisors of CTD and SGOD, Education Program Supervisors, Public Schools District Supervisors, all School Heads, and Assistant School Principals (*Elementary, Junior High School, and Senior High School*), selected Division personnel of CTD, SGOD, OSDS, and Retired Division Personnel.

3. For further guidance, the following are enclosed:
 Annex A- List of Participants
 Annex B- Matrix of Activities

4. School Heads are required to register first in the amount of P550.00 at the Division Cashier's Office on or before April 29, 2024. This amount, which may be charged against school MOOE, shall cover the expenses for one meal and two snacks.

5. Whereas, expenses incurred for the meals and snacks of Division Office personnel including the supplies shall be charged against Division MOOE/School Local Funds subject to the usual accounting and auditing rules and procedures.

6. For immediate dissemination and compliance.

LOURMA I. POCULAN, EMD, CESO VI
 Assistant Schools Division Superintendent
 OIC- Schools Division Superintendent

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SCHOOL GOVERNANCE AND OPERATIONS DIVISION

ANNEX A: LIST OF PARTICIPANTS

SCHOOL HEADS	
1	ABAYON, LEILA Y.
2	ALCANTARA, TERESITA T.
3	ALCOSEBA, HERWENA R.
4	ALMAZAN, MILAFEL P.
5	ALOTA, GEMMA A.
6	AMORES, MARILYN L.
7	AMORES, SHERWIN P.
8	ANGHAD, CHRISTIAN RAINIE Z.
9	ANITO, CHERRY F.
10	ANTALAS, ANALYN C.
11	ARUELO, CARMAE JOY T.
12	ARUELO, OSCAR L.
13	AUXTERO, NATIVIDAD B.
14	BALDE, JUNJAY T.
15	BALDOZA, PEDRITA H.
16	BAÑARES, MARIA NANETTE M.
17	BANGAYSISO, FERNANDO S.
18	BARTE, VALERIANO V.
19	BIBANCO, FE A.
20	BOLORON, JESSEVIC D.
21	BONILLA, LALAINE R.
22	BUTAC, ELMER E.
23	BUTAC, FE M.
24	CABANTUG, ARNOLD C.
25	CANOY JR., GUALBERTO V.
26	CAPAROSO, ELIZER S.
27	CASILAO, JERYL M.
28	CEÑO, MA. ALITA T.
29	CLAROS, ELSA A.
30	CORDOVA, JANET T.
31	DAVID, WILFRED HOPE D.
32	DELA CRUZ, CONCEPCION B.
33	DOMINGO, ERNILO C.
34	DURAN, MARY ANN M.
35	ELIS, CLIFFORD AIKE M.
44	GAVENIA, AUGUSTO T.
45	LAROT, ESEL A.
46	LASALA, ALNA A.
47	LAYUGUE, ADRIANNE JAN T.
48	LEBUNFACIL, JUN I.
49	LEONARDO, SHEILA B.
50	LEYSON, RODEL C.
51	LLAGAS, JUNARD L.
52	MABINI, WINEFREDO N.
53	MARIBAO, JONEL D.
54	MARQUEZ, GRACE D.
55	MARQUEZ, LENIE P.
56	MATA JR., DOMIE C.
57	MELENDRES, ANIE ROSE F.
58	MOHAMMAD, JAHARIA W.
59	MONSION, JAPHET B.
60	MORANTA, ALMINDA A.
61	MUNDO, JUVY P.
62	ONG, NONA J.
63	ORDENIZA, MERCEDITA A.
64	ORIGENES, FERDINAND Q.
65	ORTEGA, ALBERTA S.
66	PABINGWIT, GLORIA V.
67	PANIOROTAN, BABAI M.
68	PAROT, CRESTINA T.
69	PASGALA, REYNALYN B.
70	PENALES, LUCILA H.
71	PUEBLAS, ROMEL B.
72	PUERTO, RENEN V.
73	ROMANILLOS, PENELOPE V.
74	SAMSON, EDMAR A.
75	REDULLA, SALVADOR I'.
76	SIRAD, REYDENTHOR L.
77	SUMUGAT, SHIRLEY P.
78	SUMUSOD, ZOLAIKA L.

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36	ESCULTOS JR., ROMULO C.	79	TIGAM, MERLE SOPHIA A.
37	ESPAÑOL, SATURNINO D.	80	TUGAHAN, JOFREY L.
38	ESPINOSA, ANNABELLE C.	81	UY, RONALD O.
39	FUNDAL, JEROME M.	82	VALDEZ, EVELYN M.
40	GALANG, ELMER S.	83	VIADOR, NILO N.
41	GALLEGOS, AGUSTIN D.	84	VILLAREAL, RAMIL P.
42	GALVEZ, DULCE AMOR. A.	85	YCOT, CRISANTA C.
43	GANDALIAO, ALLAN M.		

DIVISION OFFICE PERSONNEL			
	OSDS and ASDS		SGOD
1	OIC-SDS Lourma I. Poculan, CESO VI	1	CES Ma. Madelene P. Mituda, EdD
2	ASDS Judith V. Romaguera, EdD, CESO VI	2	EPS Sanny Boy I. Asim
3	Atty. Henry S. Cariño II, CPA	3	Dr. Rhyphath F. Mollion
4	AO V Emilia O. Zozobrado	4	SEPS Honey Sahara B. Aleman
5	Acct III Myrien Glie T. Mier	5	SEPS Joseph O. Fulloso
6	ITO Joel D. Baterna	6	SEPS Ermah Sheila L. Roble
7	Budget Officer Amie Q. Tomon	7	SEPS Locke D. Jusay
8	HRMO Carlos M. Fuerzas, Jr.	8	EPS II Honey Cher L. Altubar
9	Cashier Raymond B. Daquio	9	EPS II Laverne S. Tarroza
10	Supply Suzette C. Sarausa	10	EPS II Jeoffrey A. Ymalay
11	Records Jezreel M. Lopez		
12	TII/ICT Staff Marlon C. Caduyac		
	CTD		RETIREEES
1	CEPS CTD Ma. Diosa Z. Peralta	1	Joebert M. Gallo - TI
2	EPS Dexter Jones D. Fiel	2	Alma V. Zason – TIII
3	EPS Jusere Ann C. Basaya		
4	EPS Domingo D. Ompoco		
5	EPS Araceli G. Cagadas		
6	EPS Jovita S. Dugenia		
7	EPS Hubert E. Patriarca		
8	EPS Salem T. Uyag		
9	EPS Cynthia A. Cartojano		
10	EPS James E. Marquez		
11	EPS Adelfa Emerald D. Macaumbang		
12	PSDS Raquel R. Yap		
13	PSDS Aelen Zinnia A. Pancho		
14	PSDS Ludy P. Detalla		

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15	PSDS Thais A. Tardo		
16	PSDS Eimie T. Aruelo		
17	PSDS Jocelyn T. Perez		
18	PSDS Juanito N. Cantila, Jr.		
19	PSDS Janet S. Negoso		
20	PSDS Theresa C. Tarranza		
21	PSDS Bernardino E. Alviar		

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ANNEX B: PROGRAM MATRIX

3rd Professional Development on Instructional Leadership, Governance, and Administration (PDILGA) for CY 2024

April 30, 2024 (Tuesday) @ SMC Gift Pavilion, Pagadian City

Time	Activity/Topics Discussed	Person/s Responsible
8:00 - 8:30 am	<p>Arrival/Settling of the Participants</p> <p>Opening Program</p> <p>Prayer</p> <p>Philippine National Anthem</p> <p>Pagadian City Hymn</p> <p>Quality Policy Statement</p> <p>Acknowledgment of Participants (Attendance Check)</p> <p>Welcome Remarks</p> <p>Message</p>	<p>FMT</p> <p>Audio-Visual Presentation</p> <p>MA. THERESA Z. LARA HT III ZSSAT</p> <p>Judith V. Romaguera, EdD, CESO VI Assistant Schools Division Superintendent</p> <p>Lourma I. Poculan, CESO VI OIC, Schools Division Superintendent</p>
8:30 - 8:40 am	<p>DIMANCOM PROPE</p> <p>📺 Video Presentation of Best Practices (10 minutes)</p> <p>Zamboanga del Sur National High School - JH</p>	<p>FE A. BIBANCO, EdD Principal IV</p>
8:40 - 9:40 am	<p>📺 Leadership Strategies</p>	<p>Judith V. Romaguera, EdD, CESO VI Assist. Schools Division Superintendent</p>
9:40 - 9:45 am	HEALTH BREAK TIME	

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9:45 – 10:45 am	✚ Legal Matters	Atty. Henry S. Cariño II, CPA Legal Officer
10:45 – 11:30 am	✚ ICT Matters	Joel A. Baterna Division ITO
11:30 – 12:00nn	<i>Awarding of Plaque of Appreciation to the Retirees</i>	
12:01 – 1:00 pm	<i>LUNCH BREAK</i>	
1:00 – 1:45 pm	✚ Inputs and Updates of Functional Divisions/Sections/Units 1. Curriculum Implementation Division	Maria Diosa Z. Peralta CTD Chief
1:45 – 2:00 pm	2. Budget Section	Amie Q. Tomon Budget Officer
2:00 – 2:15 pm	3. Accounting Section	Myrien Glie T. Mier Accountant III
2:15 – 2:20 pm	<i>HEALTH BREAK TIME</i>	
2:20 – 3:45 pm	4. RESEARCH Matters	Joseph O. Fullosa SEPS-PRS
3:46 – 4:30 pm	5. School Governance and Operations Division (SGOD)	Ma. Madelene P. Mituda SGOD-Chief
4:31 – 4:50 pm	✚ SDS Time	Louma I. Poculan, CESO VI OIC, Schools Division Superintendent
4:51 – 5:00 pm	Q&A/Q&T&M	Honey Cher L. Altubar EPS II – SGOD, SMME
	Announcement	
	Adjournment	
	Closing Prayer	

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DISTRICT INCHARGE: CLUSTER 2
PSDS Ma. Teresa C. Tarranza

EMCEE: Ma. Theresa Z. Lara
Head Teacher III
Zamboanga del Sur School of Arts and Trade

MINUTES TAKERS: Alna A. Lasala
Principal III
Pagadian City Comprehensive High School

Juvy P. Mundo
Head Teacher I
Otto Lingue National High School

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