



Republic of the Philippines
Department of Education
REGION VIII

SCHOOLS DIVISION OF NORTHERN SAMAR

March 11, 2024

DIVISION MEMORANDUM

No. 081 s. 2024

**PLANNING AND COORDINATION MEETING FOR THE DIVISION ROLLOUT ON
INSTRUCTIONAL LEADERSHIP TRAINING (ILT): STRENGTHENING LEARNING
CONDITIONS FOR EARLY LITERACY**

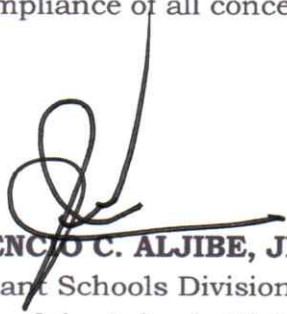
To: Assistant Schools Division Superintendent
CID and SGOD Chiefs
Education Program Supervisors
District Heads
Public Elementary and Secondary School Heads
All Others Concerned

1. In line with the Division Rollout on Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy on April 15-18, 2023 (Batch 1) and April 22-25, 2024 (Batch 2), this Schools Division, through the Schools Governance and Operations Division-Human Resource Development Section (SGOD-HRDS), shall conduct a Planning and Coordination Meeting on March 15, 2024, 8:00 am-5:00 pm at the Bulwagan ng mga Guro, Schools Division Office.
2. The activity aims to:
 - a. discuss the crucial roles of the Program Management Team and Learning Facilitators for effective collaboration during the training;
 - b. establish communication protocols between the Program Management Team and Learning Facilitators; and
 - c. coordinate logistical concerns to ensure a seamless conduct of the training.
3. The participants to this activity are the Resource Persons/Learning Facilitators for the ILT Rollout and the Program Management Team (see enclosure 1).
4. This Memorandum serves as the **Travel Authority** of the participants outside of the Schools Division Office.
5. Expenses relative to the conduct of this activity such as travel and other incidental expenses incurred by the participants outside of the SDO shall be charged against their existing local fund/MOOE, while meals and



snacks shall be charged against the ILT fund subject to usual accounting and auditing rules and regulations.

6. For information and strict compliance of all concerned.



GAUDENCIO C. ALJIBE, JR. PhD, CESO VI
Assistant Schools Division Superintendent
OIC-Office of the Schools Division Superintendent

Enclosure: As stated

References: As stated

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

PLANNING CONFERENCE
SGOD-HRDS PES

INSTRUCTIONAL LEADERSHIP TRAINING

EARLY LITERACY

DepEd Northern Samar
RELEASED

109
Date: 3-11-24 3:00

Enclosure 1 of DM 081, s. 2024

**LIST OF PARTICIPANTS IN THE PLANNING AND COORDINATION MEETING
FOR THE FOR THE DIVISION ROLLOUT ON INSTRUCTIONAL LEADERSHIP
TRAINING (ILT): STRENGTHENING LEARNING CONDITIONS
FOR EARLY LITERACY**

| No. | Name | Designation |
|------------|----------------------|--|
| 1. | NOE M. HERMOSILLA | <i>SGOD Chief</i> |
| 2. | SYLVIA D. VILLANUEVA | <i>OIC-CID Chief</i> |
| 3. | ELNA D. ENANO | <i>EPS-SGOD</i> |
| 4. | FELIX J. LADEÑO | <i>EPS-English</i> |
| 5. | MARIBEL FORMARAN | <i>Division Kindergarten Coordinator</i> |
| 6. | PETER R. BOBILES | <i>HRDS SEPS</i> |
| 7. | MERLITA B. FAJARDO | <i>SMME SEPS</i> |
| 8. | PEPITO E. SALDO, JR. | <i>HRDS EPS II</i> |
| 9. | HAZEL ANN M. DIAZ | <i>Resource Person/ Learning Facilitator</i> |
| 10. | DIANA FLOR D. ECO | <i>Resource Person/ Learning Facilitator</i> |
| 11. | MARY ANN I. TACMO | <i>Resource Person/ Learning Facilitator</i> |
| 12. | MARY ANN P. BIANES | <i>Resource Person/ Learning Facilitator</i> |
| 13. | DANTE D. RUFIN | <i>Resource Person/ Learning Facilitator</i> |
| 14. | MOMAR P. ALCANTARA | <i>Resource Person/ Learning Facilitator</i> |
| 15. | ALLAN C. REMEDILLO | <i>Resource Person/ Learning Facilitator</i> |
| 16. | CECILIA DORIA | <i>Resource Person/ Learning Facilitator</i> |
| 17. | ARLYN ROTAMULA | <i>Resource Person/ Learning Facilitator</i> |
| 18. | ROWEL BALBUENA | <i>Resource Person/ Learning Facilitator</i> |
| 19. | JEFFREY SENADJAN | <i>Resource Person/ Learning Facilitator</i> |
| 20. | JOHN ALVER CORSINO | <i>Resource Person/ Learning Facilitator</i> |
| 21. | LECHIEL ESPINA | <i>Resource Person/ Learning Facilitator</i> |
| 22. | FREDDIE ORTONERO | <i>Resource Person/ Learning Facilitator</i> |
| 23. | RHEA JUNETTE ULTRA | <i>Resource Person/ Learning Facilitator</i> |
| 24. | DIONESIA MERCADER | <i>Resource Person/ Learning Facilitator</i> |
| 25. | ELISA ROMANCE | <i>Resource Person/ Learning Facilitator</i> |
| 26. | JOY DUGAN | <i>Resource Person/ Learning Facilitator</i> |
| 27. | ANNIE DULAY | <i>Resource Person/ Learning Facilitator</i> |
| 28. | HERMITO PINCA, JR. | <i>Resource Person/ Learning Facilitator</i> |
| 29. | ROSELLER C. DEMOLAR | <i>Resource Person/ Learning Facilitator</i> |
| 30. | LUDYRICK N. LONGCOP | <i>Resource Person/ Learning Facilitator</i> |
| 31. | ROSELYN GALDONES | <i>Resource Person/ Learning Facilitator</i> |