



Republic of the Philippines
DEPARTMENT OF EDUCATION
Region VII, Central Visayas
SCHOOLS DIVISION OF NEGROS ORIENTAL
Office of the School Governance and Operations Division
Capitol Area, Dumaguete City
www.depednegor.net | negros.oriental@deped.gov.ph | SGOD Office (035) 225-6180

November 23, 2017



DIVISION MEMORANDUM

No. 697, s. 2017

TWO-DAY LIVE-IN SEMINAR WORKSHOP ON THE INDUCTION PROGRAM FOR SCHOOL HEADS

TO : Assistant Schools Division Superintendent
Division Chiefs
Division Education Program Supervisors
Public Schools District Supervisors/Districts-In-Charge
Public Elementary and Secondary School Principals
All Others Concerned

1. This is to inform the field that there will be a *Two-Day Live-in Seminar-Workshop on the Induction Program for School Heads on December 18-19, 2017 at Plaza Maria Luisa Suites Inn, Dumaguete City.*
2. Participants to this seminar workshop are school heads from 0 to 3years experience. (Please see attached list of participants and Training Staff)
3. Travelling and other incidental expenses shall be charged to school MOOE/Local funds while food, board and lodging shall be charged to Division HRTD funds subject to the usual accounting and auditing rules. First meal to be served will be lunch of December 18,2017 and the last meal will be dinner of December 19, 2017.
4. All participants are required to attend the opening program and plenary on December 18,2017 at 8:00 O'clock in the morning.
5. This Division Memorandum serves as **Travel Order** for trainers, training staff, and participants.
6. For widest dissemination and compliance.


SALUSTIANO T. JIMENEZ , CESO VI
OIC Assistant Regional Director
Concurrent Schools Division Superintendent
 **W.A.T.C.H.**
We Advocate Time Consciousness and Honesty



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MANAGEMENT STAFF:

Activity Manager : Salustiano T. Jimenez , CESO VI

**Consultants : Dr. Rachel B. Picardal
Dr. Erlinda N. Calumpang**

**Lead Coordinator : Dr. Dan P. Alar
Assistant : Ms. Iryll Mae S. Macahig**

**Learning Facilitators: Dr. Erlinda N. Calumpang
Dr. Rachel B. Picardal
Dr. Emelyn D. Bolongaita
Dr. Beda Jovenciana A. Davad
Dr. Nonale Q. Resoor
Mrs. Jennifer P. Piodos
Mrs. Lida S. Sarmiento**

**Class Managers : Dr. Jeanny M. Abejero
Dr. Andrea Luz Englis**

**Secretariat: Mr. Edyl Kris B. Ragay
Mr. Joefel R. Pialago
Dr. Harold Suan**

**INDUCTION PROGRAM FOR IN-COMING SCHOOL HEADS
ACTIVITY SCHEDULE
CLASS 1**

DAY 1		DAY 2	
December 18, 2017		December 19, 2017	
TIME	ACTIVITIES		
7:30-8:00	Arrival/Registration	Management of Learning	
8:00-10:00	Opening Program Dr. Dan P. Alar and Iryll Mae S. Macahig	Session 4 School Management and Daily Operations Dr. Beda Jovenciana A. Davad	
10:00-12:00	Session 1 School Leadership VMG, RA 9115 & RA10533 Dr. Emelyn D. Bolongaita	Session 5 Personal and Professional Attributes & Interpersonal Effectiveness Dr. Nonale Q. Resoor	
12:00-1:00	LUNCH		
1:00-3:00	Session 2 INSTRUCTIONAL SUPERVISION K-12 Curriculum, Pedagogies, Assessment & Learning Materials Dr. Erlinda N. Calumpang	Session 6 Financial Issues and Concerns Mrs. Jennifer P. Plodos	
3:00-5:00	Session 3 Human Resource Management and Professional Development Employees Welfare, Code of Ethics, RPMS, Coaching and Mentoring Dr. Rachel B. Picardal	Session 7 School Heads Welfare and Benefits Mrs. Lida S. Sarmiento	
5:00-7:00	Closing Program		
Officer of the Day	Iryll Mae S. Macahig and Dr. Dan P. Alar		
Process Observer	Dr. Nilita L. Ragay Dr. Dan P. Alar Mr. Dennis Andajaio Mrs. Regina E. Empeso		

**INDUCTION PROGRAM FOR IN-COMING SCHOOL HEADS
ACTIVITY SCHEDULE
CLASS 2**

DAY 1

DAY 2

	December 18, 2017	December 19, 2017
TIME	ACTIVITIES	
7:30-8:00	Arrival/Registration	Management of Learning
8:00-10:00	Opening Program Dr. Dan P. Alar & Ms. Iryll Mae S. Macahig Levelling of Expectation- Dr. Nonale Q. Resoor	Session 4 School Leadership <i>VMG, RA 9115 & RA 10533</i> Dr. Emelyn D. Bolongaita
9:00-10:00		
10:00-12:00	Session 1 Personal and Professional Attributes Interpersonal Effectiveness Dr. Nonale Q. Resso	Session 5 K-12 Curriculum, Pedagogies, Assessment & Learning Materials Dr. Erlinda N. Calumpang
12:00-1:00	LUNCH	
1:00-3:00	Session 2 Human Resource Management and Professional Development Employees Welfare, Code of Ethics, RPMS, Coaching and Mentoring Dr. Rachel B. Picardal	Session 6 Session School Heads Welfare and Benefits Mrs. Lida P. Sarmiento
3:00-5:00	Session 3 School Management and Daily Operations Dr. Beda Jovenciana A. Davad	Session 7 Financial Issues and Concerns Mrs. Jennifer P. Piodos
5:00-7:00	TEAMBUILDING Dr. Karl T. Credo	Closing Program Iryll Mae S. Macahig and Dr. Dan P. Alar
Officer of the day	Dr. Emma S. Mate	Mr. Allan A. Tablo
Process Observer	Mr. Dennis Andalaiao	Ms. Regina Clarina E. Empeso



CLASS A

NO	Name of School	Name of School Head	Designation
1	Canlukduhan ES	Marichu T. Capilla x <i>Romulo Lara</i>	TIC/ T II
2	Carol-an ES	Joey D. Palomar	TIC/ TI
3	Duli-duli ES	Jelly T. Yongco	TIC/ T II
4	Inacban ES	Ameloto E. Cancio	TIC/ T II
5	Jandalamanon ES	Salma R. Elentorio	TIC/ T II
6	Kilaban ES	Gene Mary F. Acabo	TIC/ T III
7	Maaslum ES	Alma S. Tuco	TIC/ T III
8	South Poblacion ES	Herman P. Gantalao	TIC/ T III
9	Camudlas ES	Isabel B. Palomar	T II
10	Danawan ES	Teresita C. Ysulan	T II
11	Nagcasunog ES	Aida L. Labe	T III
12	Naula-an ES	Andrew S. Vailoces	T I
13	Salong ES	Mereles A. Barotilla	T I
14	Tubod ES	Agnes R. Bitong	T III
15	Calatagan ES	Divina E. Loresco	TIC
16	Capipines ES	Pablo Macquel	TIC
17	Nalundan ES	Chariss C. Cadayona	TIC
18	Pagsalayan ES	Greg R. Goldove	TIC
19	Talaptapan ES	Geramme M. Cabusog	TIC
20	Budlasan ES	Joseph A. Ephan	TIC/ T II
21	MEMS-Angas Annex	Ibaren B. Monreal	TIC/ TIII
22	Malaiba ES	Rebecca C. Garlet	OIC/ MT I
23	Mananawin ES	Teresita A. Deles	TIC/ T III
24	Manggapa ES	Yehyenne A. Rosalia	TIC/ T I
25	Pinamentigan ES	Jerry D. Fajanela	TIC/ T II
26	Tigbahi ES	Shiela Mildred C. Escares	TIC/ T II
27	Aglahug ES	Agnes T. Espinas	TIC
28	Agutayon ES	Jose Leopoldo T. Zerna	TIC
29	Apanangon ES	Virloumar G. Torres	TIC
30	Balaas PS	Ma. Chasil G. Manipis	TIC
31	Banog ES	Ninsel P. Fabillar	TIC
32	Buto PS	Georgita C. Cabodillo	TIC
33	Irene ES	Marivic B. Garsula	TIC
34	Lacaon ES	Oscar G. Apolinario	TIC
35	Malabago ES	Veronica C. Ymalay	TIC
36	Mongpong PS	Arlene B. Estoconing	TIC
37	Owacan ES	Charity T. Arevalo	TIC
38	Pacuan ES	Jimboy P. Garsula	TIC
39	Talamban ES	Susan P. Cuevas	TIC



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40	Tamao ES	Evelyn G. Nillas	TIC
41	Big-a ES	Gil P. Martinez	T III, TIC
42	Guihob ES	Miraflor E. Acabo	T III, TIC
43	Pitogo ES	Arman O. Grapa	T I, TIC
44	Talaon ES	Kirlan T. Boloron	T II, TIC
45	Agbobolo ES	Joanna Rose C. Pocong	T I / TIC
46	Aya ES	Dicky R. Elentorio	T I / TIC
47	Kansumandig ES	Mark A. Raboy	T I / TIC
48	Concepcion ES	Eve D. Clavano	T III/ TIC
49	Lamogong ES	Joemanlo A. Palomar	T III/ TIC
50	Libjo ES	Glna N. Caballes	T III/ TIC
51	Palay ES	Conie E. Cabugnason	T III/ TIC
52	Salvacion ES	Anabella D. Yap	T III/ TIC
53	Tubod ES	Edralle N. Cabusog	T III/ TIC
54	Locay ES	Arlyn A. Jamito	T III/ TIC
55	Managba ES	Naribeth A. Labe	T I / TIC
56	Mandalupang ES	Rhea Lynn M. Garcia	T II/ TIC
57	Tanglad ES	Rodney A. Sinahon	T III/ TIC
58	Cambaye ES	Janice Nathaniel L. Domocol	TIC
59	Dalaupon ES	Anna Rose A. Dagle	TIC
60	Lag-it ES	Winnie S. Gabate	TIC
61	Mabigo ES	Rodel H. Ella	TIC
62	Maglihe ES	Analy Sanchez	TIC
63	Numnum ES	Aime D. Ferrer	TIC
64	Pinalubngan ES	Rosalinda V. Taub	TIC
65	Sacsac ES	Joswil C. Carbona	TIC
66	Saying ES	Jenas T. Calderon	TIC
67	Tabunan ES	Derrick C. Manlangit	TIC
68	Tamao ES	Quintin C. Zuniega II	TIC
69	Tanlad ES	Rizal Alfonso Abila	TIC
70	Cañete ES	Norman S. Estela	TIC
71	Cantalina ES	Eufemio Q. Ybasan	TIC
72	Bugnay ES	Nulo N. Cadeliña	TIC/ T II
73	Napasu-an ES	Ritchel C. Cabanlit	TIC/ T II
74	Barang-barang PS	Helen B. Real	T I/ TIC
75	Cansal-ing ES	Berna Abrasaldo	T III/ TIC
77	Capanun-an ES	Florivilla A. Gantalao	T I/ TIC
78	Lanot PS	James Maghari	T I/ TIC
79	Tingtingon ES	Meluchi C. Flora	T I/ TIC
80	Alagasihan ES	Roselyn G. Orcana	T I
81	Arebasore ES	Enelgito B. Minguito	T I



82	Baliw ES	Regie L. Academia	T III
83	Danawan ES	Suzette G. Setomira	T I
84	Lower Capanun-an ES	Leizl Anne G. Delfin	T I
85	Mampalasan ES	Junielyn M. Rodriguez	T III
86	Binantangan ES	Annalina S. Zamora	TIC
87	Nabaliwan ES	Roy Y. Baylin	TIC
88	Pinayon-an ES	Hanzel B. Libradilla	TIC
89	Tampa ES	Oliver S. Palma	TIC
90	Alicia C. Calumpang ES	Ligaya B. Timtim	TIC
91	Cancawas PS	Gina Rose P. Manolong	TIC
92	Guilongsoran PS	Manilyn O. Rodriguez	TIC
93	Jose R. Remollo ES	Cirila S. Deles	TIC
94	San Roque PS	Bernardita R. Fernandez	TIC
95	Calinawan ES	Nelly D. Osalla	T II/ TIC
96	Cambajao ES	Marlinda A. Casipong	T II/ TIC
97	Cantalawan ES	Anna -Liza J. Ozoa	T II/ TIC
98	Tubod/Bagtic ES	Victoriano B. Caroro	T II/ TIC
99	Agan-an Es	Prescilla Drilon	
101	Timbanga ES	Cenle M. Dizon	TIC
102	Bagacay ES	Ana A. Albiso	TIC
103	Baslay ES	Aurelia S. Pagbonocan	TIC
105	Antulang ES	Maria Liza L. Edrea	TIC
106	Datag ES	Alfredo C. Arbolado	T III



CLASS B

1	Kabangkalan ES	Nilo B. Aurellos	TIC
2	Luan-luan ES	Elma G. Radoc	TIC
3	Mantiquil ES	Jasmine S. Darias	TIC
4	Apoloy ES	Maria Lourdes T. Funtilon	T I/ TIC
5	Caticugan ES	Isabel R. Austral	T II/ TIC
6	Cruz Gadiane ES	Gregorio K. Rapon	T II/ TIC
7	Hagikhik ES	Carlos B. Ege, Jr.	T I/ TIC
8	Lamberto L. Macias ES	Edwin G. Ege	T III/ TIC
9	Managobsob ES	Glaiza A. Macabanig	T I/ TIC
10	Olambid ES	Joseph V. Alagadmo	T I/ TIC
11	Pagang ES	BB. Boy Graciano III B. Ramirez	T II/ TIC
12	Ulayan ES	Romilo R. Quilnet	T II/ TIC
13	Bunay Elem. Sch.	Beverly M. Fabian	TIC
14	Cabangahan Elem. Sch.	Claudia G. Mariano	TIC
15	Calangag Elem. Sch.	Saturnino Q. Tinguban	TIC
16	Calañan Elem. Sch.	Elma O. Cafino	TIC
17	Catipon Elem. Sch.	Jovilyn B. Deposoy	TIC
18	Talaptap Elem. Sch.	Dharisa O. Acson	TIC
19	Hingles ES	Joyce Aranas	T III
20	Malatubahan ES	Rutelio Inoferio	T II/ TIC
21	San Isidro ES	Juliet De los Reyes	T I/ TIC
22	Marcelino E. Eligan-Banlas ES	Marilyn Diana	T III/ TIC
23	Avocado ES	Ma. Teresita Dumalag	T I/ TIC
24	Bago-Bago ES	Johnrey F. Legara	T I/ TIC
25	Caniogan Valley ES	Rene Santero	T I/ TIC
26	Danao ES	Jocel Alivio	T I/ TIC
27	Jagna ES	Marie Cresh Santero	T II/ TIC
28	Kanggabok ES	Segrid Nuique	T I/ TIC
29	Talalak ES	Gemma N. Bigay	T I/ TIC
30	Tamlang ES	Pablito Galicano	T I/ TIC
31	Tubod ES	Jordal T. Sail	T I/ TIC
32	Aw-a ES	Elenor E. Gomez	T II/ TIC
33	Buenvista ES	Ma. Gyfe G. Nuique	T I/ TIC
34	Omoso ES	Fermin O. Saguban	T II/ TIC
35	Badiang PS	Genevieve O. Ventula	TIC
36	Dungga ES	Haidee T. Villalon	TIC
37	Inas ES	Cirilo B. Atoy	TIC
38	Benito Gadiana ES	Luckynine R. Manogura	TIC
39	Felix M. Tio MES	Amalie Milagros E. dela Peña	TIC



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40	Gregorio Elmaga ES	Ginalyn T. Banlat	TIC
41	Kaladias ES	Jaime B. Gumizad	TIC
42	Malongcay ES	Celsa E. Rebantad	TIC
43	ANHS Ext. Carol-an HS	Jocelyn B. Guardario	TIC/ T I
44	Cabcaban CHS	Sheidelihz M. Portunes	T I
45	DLANHS-Nalundan Ext.	Maria Sylvia V. Relasa	TIC
46	JBCMHS - Bayog Ext.	Francisca C. Villosillo	TIC
47	JBCMHS - Pula Ext.	Evelyn T. Asentista	TIC
48	Budlasan HS	Gwendolyn Angana	TIC
49	Masulog HS	Mario A. Dejito	TIC
50	Malaiba HS	Juanito C. Cuizon	TIC
51	Tabalogo HS	Rebecca D. Fedilo	TIC
52	Jimalalud NHS - Tamao	Jun Mark P. Tenorio	TIC
53	Kauswagan HS	Jessielito G. Cortez, Jr.	T I/ TIC
54	Manjuyod SHS	Precy F. Miasco	T I/ TIC
55	Pancio HS	Mar Lill R. Mariot	T I/TIC
56	Sampiniton HS	Juacrisa D. Balbon	T I/ TIC
57	Tayasan NSHS	Warner A. Callao	TIC
58	Pinalubngan NHS	Amiel G. Baynosa	TIC
59	Amlan NHS - Jugno HS	Ruth R. Baylosis	TIC
60	Campanun-an HS	Diofel A. Cacas	T I/ TIC
61	Canggohob HS	Primitivo A. Torres	T I/ TIC
62	Bagtic NHS	Marichu C. Hongcuay	ST III
63	Barras ANHS	Edna C. Mediavilla	ST I
64	Tara PCHS	Clifford O. Ignacio	ST I
65	Dahile PCHS	Darlene L. Yap	TIC
66	Inapoy HS	Nora M. Fernando	TIC
67	Siapo HS	Jacqueline C. Baculad	TIC
68	Ajong NHS	Joel Jamaro	T I/ TIC
69	Enrique Villanueva HS	Ben Jofil B. Diego	T I/ TIC
70	Maningcao NHS	Ivy D. Adams	T I/ TIC
71	San Antonio NHS	Myrna O. Ludoc	T III/ TIC
72	Sibulan SHS	Lielin T. Ablir	T II/ TIC
73	Tubigon HS	Ferdinand D. Dipaling	T III/ TIC
74	Sibulan Night HS	Fe Luisa P. Diongco	TIC
75	Buntod HS	Maria Georgina I. Donio	TIC
77	Antonio B. Alejandro MHS	Roland S. Parol	TIC
78	Dauin SHS	Christian Tubog	TIC
79	Froilan A. Alanano MHS	Lou Rubio	TIC
80	Malongcay Dacu HS	Rosemarie Aidanese	TIC
81	Candugay HS	Prima G. Ebida	TIC



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82	Mainit HS	Domiler G. Janguin, Jr.	TIC
83	Mantiquil Masaligan HS	Marlon T. Tubato	TIC
84	Paciente Cesar G. Cabrera HS	Reynaldo G. Silva	T III
85	Palayuhan HS	Rufina C. Pajulas	TIC
86	Aurelia G. Mercialdo MHS	Elizabeth T. Pino	TIC
87	Gillgaon High Sch.	Elenita Macapangal	TIC
88	Milagrosa HS	Edmar Bucita	T III/ TIC
89	Pedro H. Abul MHS	Joemar Comahig	T III/ TIC
90	Avocado HS	Arcele Quitay	T III/ TIC
91	Kakha HS	Marialos Quitay	T III/ TIC
92	Nagbalaye HS	Gerardo Paltingca, Jr.	T I/ TIC
93	Nagbinlod HS	Daniel Dionson	T I/ TIC
94	Tamlang HS	Nickmar Futalan	T I/ TIC
95	Cawitan HS	Frances M. Bulangis	TIC
96	Sta. Catalina SHS	Maria Concepcion N. Daga	TIC
97	Amio Comprehensive HS	Nathalyn R. Gabas	T II/ TIC
98	Sta. Catalina SHS	Maria Concepcion N. Daga	TIC
99	Amio Comprehensive HS	Nathalyn R. Gabas	T II/ TIC
101	San Miguel HS	Dunaliza C. Villahermosa	T I/ TIC
102	San Miguel HS	Dunaliza C. Villahermosa	T I/ TIC
103	Valencia NHS - Dobdob Ext.	Minche B. Darong	T I/ SIC
105	Gregorio Elmaga MHS	Flordelie P. Partosa	TIC
106	Zamboangita SHS	Esther M. Villarín	TIC