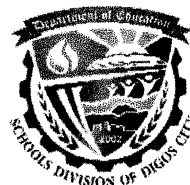




Republic of the Philippines
Department of Education
Region XI
SCHOOLS DIVISION OF DIGOS CITY
Digos City



DIVISION MEMORANDUM
No. 1015, s.2017

December 4, 2017

**SCHOOL HEADS DEVELOPMENT PROGRAM: FOUNDATION
COURSE (PHASE 3)**

To: **Aimee Amor C. Porto**
Matti NHS
Liberty Sosas
Badiang ES
Celedonia Alabado
Damñas ES

1. Attached is a copy of Regional Memorandum Number 371 series 2017, re School Heads Development Program (SHDP): Foundation Course (Phase 3) at RELC-NEAP, E. Quirino St., Davao City for the month of December 2017. Please see the attached training matrix for your reference and information.
2. Meals, snacks and accommodation of the participants shall be charged to Regional Funds while travel expenses and other incidental expenses of the participants are chargeable against local funds subject to the usual accounting and auditing rules and regulations.
3. Wide and immediate dissemination of this Memorandum is earnestly desired.


WINNIE E. BATON, EdD
Officer in Charge

Office of the Schools Division Superintendent

DepEd Schools Division of Digos

RELEASED 13045

date: DEC 05 2017 Time: 12:10

by: 

ronald dedace: December 4, 2017 SHDP: Foundation Course (Phase3)

November 28, 2017

RECORDS SECTION

RECEIVED

By: *MM*

Time: *4:07*

REGIONAL MEMORANDUM

No. 371 s. 2017

SCHOOL HEADS DEVELOPMENT PROGRAM; FOUNDATION COURSE (Phase 3)

To: Schools Divisions Superintendents of
(Davao Oriental, Mati City, ComVal, Tagum City, Davao Del Norte, Panabo City, IGACOS, Davao Del Sur, Digos City and Davao Occidental)

1. To enhance the leadership and management skills of the school heads as school manager and community leader, the phase 3 of the School Heads Development Program: Foundation Course will be conducted in the month of December 2017 at RELC-NEAP, E. Quirino St., Davao City. Please see attached training matrices for your reference and information.
2. Along this line, Schools Division Offices are advised to send their untrained school heads in the SHDP foundation course according to the number of slots given to their division. Number of slots is stipulated in the matrix below. In addition, Compensatory Time Off (CTO) will be granted to the training management, facilitators, class managers, QAME monitors, and participants on training days that fall on a Saturday and Sunday.

Division	Number of Participants
1. Compostela Valley	7
2. Davao del Norte	13
3. Davao del Sur and Davao Occidental	40
4. Davao Oriental	10
5. Digos City	3
6. Samal City	7
7. Mati City	8
8. Panabo City	9
9. Tagum City	3
Total	100

3. Moreover, participants are expected to arrive in the afternoon of December 3 in the training venue for registration and opening program. First meal to be served is dinner of December 3 and last meal to be served is afternoon snacks on the last day of the training.
4. Transportation expenses of the participants shall be charged against local funds while food and accommodation will be charged to regional funds subject to usual accounting and auditing rules and regulations.
5. Wide and immediate dissemination of this Memorandum is earnestly enjoined.

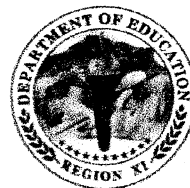
Alberto T. Escobar
ATTY. ALBERTO T. ESCOBAR, CESO III
Regional Director

UNCLASSIFIED

To be included in the perpetual bullet under the following headings:
Training activities



Republika ng Pilipinas
Republika ng Pilipinas
KAGAWARAN NG EDUKASYON
REHIYON XI
Lungsod ng Dabaw
Tanggapang Panrehiyon



SCHOOL HEADS DEVELOPMENT PROGRAM FOUNDATION COURSE ROLL OUT – PHASE 3
LIST OF TRAINING MANAGEMENT TEAM MEMBERS

Module	Date	Class 1	Class 2
1A – 1B	Dec. 3-9, 2017	<i>Facilitators</i> a. Ida I. Juezan b. Maria Genevieve Francisquete c. Arlenor Abelardo <i>Class Manager:</i> Agnes A. Sagsagat <i>QAME:</i> Danilo M. Canda	<i>Facilitators</i> a. Florence G. Victoria, EdD b. Flor Ann B. Cosare c. Analiza Almazan <i>Class Manager</i> Mariane T. Bitacura <i>QAME:</i> Suzette A. Morales
2	Dec. 10-15, 2017	<i>Facilitators</i> a. Amel S. Zaragosa b. Marcelino Cabana c. Hilda Opeña <i>Class Manager</i> Maria Angelita Perpetua G. Suelto <i>QAME</i> Agnes A. Sagsagat	<i>Facilitators</i> a. Marlon G. Ebrado b. Elsie E. Gagabe c. Florifes Colmenares <i>Class Manager</i> Evangeline C. Bongcac <i>QAME</i> Mariane T. Bitacura
3	Dec. 17-22, 2017	<i>Facilitators</i> a. Danilo M. Canda, EdD b. Angelito M. Enrile c. Catherine C. Datoy <i>Class Manager</i> Lemuel B. Madulin <i>QAME</i>	<i>Facilitators</i> a. Gay P. Taguiran b. Lina L. Orayle c. Gay Refamonte <i>Class Manager</i> Raymond S. Aquino <i>QAME</i>