



Republic of the Philippines
Department of Education
REGION II – CAGAYAN VALLEY
SCHOOLS DIVISION OF NUEVA VIZCAYA

13 February 2023

DIVISION MEMORANDUM

No. **44**, s. 2023

**TRAINING-WORKSHOP ON ENHANCING AND NURTURING LEADERS' SKILLS
ALONG INSTRUCTIONAL SUPERVISION AND TECHNICAL ASSISTANCE
FOR IMPROVED TEACHING (ENLIST IT)**

TO: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Education Program Supervisors
Public Schools District Supervisors/Districts In-Charge
Secondary School Heads
All others concerned

1. This office thru the Curriculum Implementation Division informs the field of the TRAINING-WORKSHOP IN ENHANCING AND NURTURING LEADERS' SKILLS ON INSTRUCTIONAL SUPERVISION FOR IMPROVED TEACHING (ENLIST IT) on March 15-17, 2023, at the SDO Conference Hall, Bayobombong, Nueva Vizcaya.
2. The training-workshop aims to:
 - a) enhance competence of school heads and supervisors along instructional supervision and provision of technical assistance for improved teaching-learning;
 - a) convey appreciation of education leaders' improvement of one's skills and carrying out of reflective practices necessary in improving the delivery of teaching – learning; and
 - b) come up with a well implemented, properly monitored and evaluated Instructional Supervisory Program.
3. Breakdown of participants to this activity are as follows:

Participants	Number
Education Program Supervisor	10
District Supervisors	23
Secondary School Heads	47
Central School Principals	23
Master Teachers (To be identified)	17
TOTAL	120

4. Participants are advised to strictly adhere to health and safety protocols during the training-workshop. Substitution is NOT allowed.



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5. Meals, supplies and other incidental expenses relative to the conduct of the activity are achargeable to the division HRTD fund subject to the usual auditing and accounting rules and regulations.
6. A division staff orientation workshop shall be conducted on February 17, 2023, 1:00 p.m. at Bayombong II district office, Bonfal, Bayombong, Nueva Vizcaya. The following NEAP/LIFT accredited facilitators and members of the technical working group are enjoined to attend:

Name	Position/Station
Ronnie B. Bibas	EPS – Science
Melany Asuncion	EPS - SGOD
Edward Santiago	PSDS – Bambang II
Marivic C. Bacud	PSDS – Bayombong II
Arnel Panganiban	PSDS- Bambang I
Irene Bosque	P-III/DIC – Sta Fe
Luviminda M. Cordero	P-IV – Bascaran NHS
Robert Cutillon	P-IV – Diadi NHS
Roselle R. Mendoza	P-1 – Lamo NHS
Menalyn A. Salvador	P-1 – Mungia NHS
Florence Esparrago	HT-1- Paima NHS
Mikael Raymundo	HT-III – Runruno NHS
Amherstine Bata	MT-II/TIC – Labbu ES
Maria Leonora Cortado	HT-1 – Ambaguio NHS
Jefferson Roda	MT-II/TIC – Bangaan ES
Belinda Dulay	P-I – Solano West ES

7. For information, guidance and strict compliance.


RACHEL R. LLANA PhD, CESO V
 Schools Division Superintendent



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