



Republic of the Philippines
Department of Education
NEGROS ISLAND REGION

JUL 0 1 2026

REGIONAL MEMORANDUM

No. 068 s. 2026

CONDUCT OF THE WRITESHOPS ON THE DEVELOPMENT OF RESOURCE PACKAGES FOR THE SCHOOL LEADERS' CIRCLE CATALOG PHASE 2

To: OIC-Assistant Regional Director
Schools Division Superintendents of Bayawan City, Himamaylan City,
San Carlos City, Victorias City
Regional Functional Division Chiefs
All Others Concerned

1. Attached is an Advisory from National Educators Academy of the Philippines dated June 29, 2026 titled Updates on the Conduct of the Writeshops on the Development of Resource Packages for the School Leaders' Circle Catalog Phase 2.
2. Attention is particularly invited to paragraphs 1 – 5 and Enclosure 1 of the said Advisory.
3. Equal Opportunity Principle (EOP) shall be exercised to underscore the Department's policy of no discrimination against any personnel for professional learning and development regardless of age, gender, civil status, disability, region, ethnic group, and political beliefs.
4. For clarifications, contact **Ms. Katherine Y. Sedillo – Chief Education Supervisor -HRDD** or **Mr. Zegric S. Laguda – Senior Education Program Specialist- NEAP -R @ 09951245208**.
6. Immediate dissemination of and compliance with this Memorandum are directed.

RAMIR B. UYTICO EdD, CESO III
Regional Director

Encl: As stated
Reference: Advisory, DM_OUHRD-2026-165
To be indicated in the Perpetual Index
under the following subjects:

PERFORMANCE

PROGRAMS

ORIENTATION

ZSL/HRDD-RM- : Conduct of the Writeshops on the Development of Resource Packages of the School Leaders' Circle Catalog Phase 2 / June 30, 2026



Address: Batinguel, Dumaguete City, 6200
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ADVISORY
 June 29, 2026

Conduct of the Writeshops on the Development of Resource Packages for the School Leaders' Circle CATALOG- Phase 2

This has reference to DM-OULS-2026-165, titled "***Conduct of the Writeshops on the Development of Resource Packages for the School Leaders' Circle CATALOG (Curated Advancement Trainings and Leadership Opportunities for Growth)***," issued on May 4, 2026.

Please be informed of the specific venue of the activity:

ACTIVITY TITLE	DATE	VENUE
Writeshops on the Development of the Resource Packages for School Leaders' Circle CATALOG – Phase 2	July 6-10, 2026	St. Giles Hotel Makati City

Considering that Phase 2 serves as the continuation of the resource package development initiated during Phase 1, the attendance of the writers who participated in Phase 1 is strongly required to ensure continuity, consistency, and alignment in the development process.

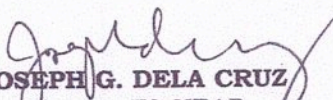
Furthermore, the corresponding travel and administrative arrangements have already been processed based on the confirmed roster of Phase 1 participants, hence, their participation in Phase 2 is expected to facilitate the smooth implementation of the activity.

All participants are requested to confirm their attendance **on or before July 01, 2026**, through the following registration link: tinyurl.com/SLCp2registration.

Participants are likewise reminded to arrange their travel in accordance with the attached activity matrix. Late arrivals and early departures are not encouraged. Please refer to the attached activity matrix for detailed information.

For any questions or concerns, please coordinate with Mr. Billy Rei Pagba or Ms. Ailene Duterte of NEAP-PDD via email at neap.pdd@deped.gov.ph, or through phone at (02) 8715-9919.

For your guidance and reference.


JOSEPH G. DELA CRUZ
 Director IV, NEAP

Enclosure 1: List of Participants
Enclosure 2: Activity Matrix



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Enclosure 1

LIST OF PARTICIPANTS

I. Program Management Team (PMT)

NAME	POSITION	OFFICE
USec. Carmela C. Oracion	Undersecretary	Learning Systems
Dir. Michael Joseph P. Cabauatan	Director III	NEAP-OD
Carlos B. Llamas III	Program Development Officer V	NEAP-PDD NEAP-QAD
Ailene F. Duterte	Senior Education Program Specialist	
Billy Rei M. Pagba	Senior Education Program Specialist	
Rizza A. Pereyra	Senior Education Program Specialist	
Jessica Kristel C. Abeleda	Education Program Specialist II	
Arlu Bernard J. Cabanero	Education Program Specialist II	
Jufeel P. Pulvosa	Program Development Officer II	
Ma. Cecilia S. Ferraz	Program Development Officer II	
Toni Rose H. Rosales	Technical Assistant II	
Bradley B. Aniñon	Technical Assistant II	
Pinky C. Perez	Technical Assistant II	
Trisha Imare T. Lunar	Technical Assistant II	
Maria Elena B. De Acosta	Administrative Officer V	
Nole D. Curachea	Administrative Assistant II	

II. Field Writers

NO	FULL NAME	POSITION	REGION
1	Nixon C. Elahe	Public Schools District Supervisor	CAR
2	Nenita P. Sabino	Principal III	CAR
3	Rosanna D. Dizon	Public Schools District Supervisor	CAR
4	Jayrerose S. Guevara	Public Schools District Supervisor	CAR
5	Ferfel Rose Ann D. Lim	Principal II	Region I
6	Arlene B. Casipit	Assistant Schools Division Superintendent	Region I
7	Elsie V. Mayo	Principal IV	Region I
8	Christian A. Giron	Principal IV	Region I
9	Joy S. Ferrer-Lopez	Education Program Supervisor	Region II



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10	Mary Ann L. Catindig	Principal IV	Region II
11	Myline J. Respicio	Principal III	Region II
12	Dolly C. Aguilar	Principal II	Region II
13	Mauricio Angeles	Public Schools District Supervisor	Region III
14	Roderick A. Tadeo	Principal IV	Region III
15	Marie Flo M. Aysip	Principal III	Region III
16	Rosaline M. Tuble	Principal IV	Region III
17	Erickson T. Gutierrez	Public Schools District Supervisor	CALABARZON
18	Mary Jane M. Gonzales	Public Schools District Supervisor	CALABARZON
19	Evelyn P. Navia	Principal IV	CALABARZON
20	Magdaleno R. Lubigan	Principal IV	CALABARZON
21	Jofit P. Dayoc	OIC-Assistant Schools Division Superintendent	CALABARZON
22	Revalyn B. Echivarre	Principal IV	MIMAROPA
23	Roque F. Falible	Principal IV	MIMAROPA
24	Annie B. Baylon	Public Schools District Supervisor	REGION V
25	Cristobal A. Sayago	Principal III	REGION V
26	Caren D. Aliligay	Principal II	REGION VI
27	Joliven S. Maratas	Education Program Supervisor	REGION VI
28	Marlowe S. Revolteado	Principal I	REGION VII
29	Rosa H. Cabotaje	Education Program Supervisor	REGION VII
30	Gemma H. Tangoan	Principal III	REGION VII
31	Aura O. Aguilar	Principal III	REGION VIII
32	Raphi T. Añover	Education Program Supervisor	REGION VIII
33	Hera Paz B. Yamson	Principal IV	REGION VIII
34	Ma. Glenda D. Suyom	OIC-Public Schools District Supervisor	REGION VIII
35	Roger Z. Rochar	OIC-Assistant Schools Division Superintendent	NIR
36	Eiggy D. Yap	Assistant Schools Division Superintendent	NIR
37	Dee Marie J. Dela Victoria	Public Schools District Supervisor	NIR
38	Jay Garry T. Tangente	Public Schools District Supervisor	NIR
39	Sheila B. Tabuena	Public Schools District Supervisor	NIR
40	Lyna H. Basri	Assistant Schools Division Superintendent	REGION IX
41	Mardie A. Acotanza	Public Schools District Supervisor	REGION IX
42	Alma D. Belarmino	Public Schools District Supervisor	REGION IX
43	Mary Ann P. Allera	Assistant Schools Division Superintendent	REGION X
44	Said M. Macabago	Public Schools District Supervisor	REGION X



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45	Josie T. Bolofer	Assistant Schools Division Superintendent	REGION XI
46	Jose Allan M. Suganob	Principal IV	REGION XI
47	Noel P. Mamac	Principal IV	REGION XI
48	Reylan R. Alas	Principal IV	CARAGA
49	Fluellen L. Cos	CID Chief	CARAGA
50	Glorian B. Ederosas	OIC-Assistant Schools Division Superintendent	CARAGA
51	Analou O. Hermocilla	Education Program Supervisor	CARAGA
52	Fernando A. Dones Jr.	Education Program Supervisor	CARAGA
53	Archie J. Azucenas	Public Schools District Supervisor	NCR
54	Mary Ann Margaret L. Morden	Public Schools District Supervisor	NCR
55	Diana Flor D. Eco	Principal IV	NCR
56	Manolo G. Peña	Principal IV	NCR
57	Corazon N. Caculitan	Principal IV	NCR
58	Mary Jane S. Fernando	Principal III	NCR

--Nothing follows--



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Enclosure 2

ACTIVITY MATRIX

**Writershop on the Development of the Resource Packages for the
 School Leaders' Circle CATALOG (Phase 2)**
 St. Giles Hotel, Makati City | July 6-10, 2026

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
TIME					
8:30 - 8:45 AM	Ingress	Management of Learning			
8:45 - 9:00 AM		Session 3: Design Considerations for Developing Reflective Prompts and Guide Questions	Continuation of Workshop 1	Session 4: Assessment Design for the Asynchronous and Synchronous Learning Sessions	Workshop 3: Consolidation & Enhancement of the Resource Packages
9:00 - 9:15 AM					
9:15 - 9:30 AM					
9:45 - 10:00 AM					
10:00 - 10:15 AM	Registration	BREAK			
10:15 - 10:30 AM		Workshop 1: Development of Reflective Prompts and Guide Questions for the Pre-Work Readings	Continuation of Workshop 1	Workshop 2: Workshop on Developing Pretests and Posttests	Continuation of Workshop 3
10:30 - 10:45 AM					
10:45 - 11:00 AM					
11:00 - 11:15 AM					
11:15 - 11:30 AM					
11:30 - 11:45 AM					
11:45 - 12:00 PM					
12:00 - 1:00 PM	LUNCH				
1:00 - 1:15 PM	Opening Program <ul style="list-style-type: none"> • National Anthem • Prayer • Acknowledgments • Opening Message • Special Messages • Program Overview • Program Matrix • Norms • Reminders 	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2	Reminders, End-of-Day Evaluation, and Wrap-Up Session
1:15 - 1:30 PM					
1:30 - 1:45 PM					
1:45 - 2:00 PM					
2:00 - 2:15 PM	Session 1: Review and Refinement of the Developed Cases and Teachers' Notes				
2:15 - 2:30 PM					
2:30 - 2:45 PM					
2:45 - 3:00 PM					
3:00 - 3:15 PM	BREAK				
3:15 - 3:30 PM	Session 2: Design Framework for the Pre-Work Materials	Continuation of Workshop 1	Continuation of Workshop 1	Continuation of Workshop 2	Egress
3:30 - 3:45 PM					
3:45 - 4:00 PM					
4:00 - 4:15 PM					



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4:15 - 4:30 PM					
4:30 - 4:45 PM	Reminders and End-of-Day Evaluation	Reminders and End-of-Day Evaluation	Reminders and End-of-Day Evaluation	Reminders and End-of-Day Evaluation	
4:45 - 5:00 PM					