



Department of Education  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**  
Purok 6, Casisang, Malaybalay City

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**DIVISION MEMORANDUM**

NO. 504 s. 2016

To: Chief Education Supervisor and Staff, SGOD  
Chief Education Supervisor and Staff, CID  
Public Schools District Supervisors  
Public Secondary School Heads  
All Others Concerned  
This Division

2016-09-410  
DepEd-MALAYBALAY CITY DIVISION  
**RELEASED**  
Date: SEP 27 2016 Time: 12:00  
By: Gina Gay

From:  **EDILBERTO L. OPLENARIA, CESO VI**  
OIC- Schools Division Superintendent 

Date: **September 23, 2016**

RE: **DISSEMINATION OF REGIONAL MEMORANDUM NO. 255, S. 2016 RE:  
SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP) ADVANCE  
COURSE FOR SCHOOL HEADS: PHASE II**

1. For the information and guidance of all concerned, this Office hereby disseminates the herein Regional Memorandum No. 225 s. 2016 dated August 31, 2016 Re: **School Heads Development Program (SHDP) Advance Course for School Heads: PHASE II**, the content of which is self-explanatory.
2. The participants of this training are the participants during the SHDP: Advance Course for SHS School Heads Last November 2015 to February 2016. You are advised to report to the venue of which will be announced later on November 22-24, 2016 and bring with you your accomplishment report of the Re-Entry Action Plan on the Implementation of the Senior High School Program.
3. Should there be queries, please contact Ferdinand V. Mortera, SEPS-HRD at mobile no. 09178555763.
4. For compliance.

To be posted in the website.



August 31, 2016

DepED-X  
Cagayan de Oro City

**REGIONAL MEMORANDUM**

No. 225, s. 2016

2016 SEP 20 10 37 AM


6371  
**RELEASED**

**SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP) ADVANCE COURSE  
FOR SCHOOL HEADS: PHASE II**

To: **Schools Division Superintendents**  
This Region

1. Relative to the conduct of the School Heads Development Program: Advance Course for SHS School Heads last November 2015 to February 2016, this Region shall hold the Phase II of the said program to check on the status and progress of the participants as they implement the Senior High School after the said training. This shall be held on November 22-24, 2016, the venue of which will be announced later in another memorandum.
2. This Phase II of the program aims to:
  - a. Present the accomplishment report of their Re-Entry Action Plan on the implementation of the Senior High School program.
  - b. Share best practices of the schools heads on SHS implementation.
  - c. Equip the participants with more understanding on Contextualization, Daily Lesson Log, and LAC Session implementation.
  - d. Appreciate how self-awareness help in navigating people.
3. Arrival time is 8:00 in the morning of November 22, 2016. The opening program will follow at 10:00 am. **Then**, the first session will start at 1:00 pm. Everybody is encouraged to be punctual.

4. The participants are the same participants who attended the School Heads Development Program: Advance Course for SHS School Heads Modules 1 and 2.
5. Attendance will be strictly monitored.
6. Please see attached enclosure for the names of the participants and trainers.
7. Travelling expenses, food and accommodation of the participants and trainers are charged to Regional HRTD Fund subject to usual accounting and auditing policies, rules and regulations.

  
**ALLAN C. PARNAZO**  
Director/IV

Enclosures: as stated

Reference: as stated

Allotment:

To be indicated in the perpetual index under the following subjects:

SHDP Training School Heads

hrdd/f

**SHDP: ADVANCE COURSE Phase 2**

**MATRIX OF ACTIVITIES**

<b>TIME</b>	<b>DAY 1</b>	<b>DAY 2</b>	<b>DAY 3</b>
8:00-8:30	Arrival	Management of Learning	Management of Learning
8:30-10:00		Reporting of Accomplishments	Understanding on the Preparation Daily Lesson Log
10:00-12:00			Registration Opening Program
12:00-1:00	Lunch Break	Lunch Break	Lunch Break
1:00-3:00	Introspection	Sharing of Best Practices	Closing Program
3:00-5:00	Self-discovery	Contextualization	