



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
SCHOOLS DIVISION OF BATANGAS

20 Oct 2026

DIVISION MEMORANDUM

No. 509s. 2026

**CAPABILITY BUILDING ON ENHANCED SCHOOL HEADS DEVELOPMENT
PROGRAM (3.0) FOR BEGINNING AND UNTRAINED SCHOOL HEADS**

To: Assistant Schools Division Superintendent
Chiefs, CID, and SGOD
Education Program Supervisors
Public Schools District Supervisors/ Coordinators
Elementary and Secondary Schools Heads
All Others Concerned

1. In line with Republic Act No. 9155 and the Department of Education's commitment to strengthening school leadership, a Capability Building on the Enhanced School Heads Development Program (SHDP 3.0) for Beginning and Untrained School Heads shall be conducted to address competency gaps identified through the 2023 National Qualifying Examination for School Heads (NQESH), focus group discussions, and professional development needs assessments anchored on the Philippine Professional Standards for School Heads (PPSSH), thereby enhancing leadership effectiveness and improving school performance. Relative to this, the School Division of Batangas Province – Schools Governance and Operations through the Human Resource Development Section will conduct the Capability Building on Enhanced School Heads Development Program (3.0) on October 26-30, 2026 at AXIAA Hotel, Project 7, Brgy. Bungad, Quezon City.

2. This learning activity aims the participants to develop a Workplace Application Plan integrating principles of values-driven leadership and the processes, strategies, and effective practices related to identified PPSSH indicators. Specifically, the participants will be able to:

- a. Discuss principles of values-based leadership in schools;
- b. Apply processes, strategies, and effective practices in:
 - Communicating DepEd mission, vision, and core values;
 - Developing and implementing with the planning team school plans;
 - Managing finances adhering to policies, guidelines and issuances in allocation, procurement, disbursement and liquidation;
 - Managing school data and information using technology, including ICT;
 - Managing school safety for disaster preparedness, mitigation and resiliency;
- c. Develop Work Application Plan

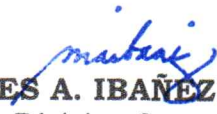


Address: Provincial Sports Complex, Bolbok, 4200 Batangas City
Telephone: (043) 722-1840 / 722-1796
Email Address: deped.batangas@deped.gov.ph
Website: www.depedbatangas.com



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3. The target participants in this 5-day live-in activity will be the beginning and untrained school heads from the 34 Sub-offices of this Schools Division. Attached are the lists of the participants, PMT and TWG members. PMT and TWG Members are required to report to the venue for Day 0 on Sunday, October 25, 2026. They shall be granted 1 ½ day Compensatory Time-Off for their services rendered on the said date.
4. Expenses incurred during this activity will be charged against 2026 GAA HRTD Fund. Travel expenses shall be charged against local/school MOOE subject to the usual accounting and COA rules and regulations.
5. The first meal to be served shall be breakfast on Day 1, while the last meal shall be the afternoon snacks on Day 5.
6. This Memorandum shall serve as the Travel Authority of all concerned.
7. Immediate dissemination of this Memorandum and strict compliance therewith are highly expected.


MARITES A. IBANEZ, CESO V
Schools Division Superintendent

Encl.: as stated

Reference: Republic Act No. 9155

To be indicated in the Perpetual Index under the following subject:

Issuances: Division Memorandum

ECDS/ CAPABILITY BUILDING ON ENHANCED SCHOOL HEADS DEVELOPMENT PROGRAM (3.0) FOR BEGINNING AND UNTRAINED SCHOOL HEADS/R2-156791/10-20-2026



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**CAPABILITY BUILDING ON ENHANCED SCHOOL HEADS DEVELOPMENT
 PROGRAM (3.0) FOR BEGINNING AND UNTRAINED SCHOOL HEADS**

October 26-30, 2026
 AXIAA Hotel, Project 7, Brgy. Bungad, Quezon City

Program Management Team & Technical Working Group Members

Learning Facilitators/ RP	Dr. Nenita A. Adame	PSDS – Lemery Sub-Office
	Dr. Nancy D. Lubis	PSDS – Mataasnakahoy Sub-Office
	Dr. Agrifina Dirain	PSDS – Malvar Sub-Office
	Dr. Lucky May L. Pasia	PSDS – Padre Garcia Sub-Office
	Dr. Movita O. Cruzat	Principal IV – As-Is Integrated School
	Rundolph R. Abanto	Principal III – Alitagtag Central School
Program Manager	Evelyn C. de Sagun	SEPS- HRDS
Lead Secretariat	Leoncia B. Maramot	EPS II - HRDS
Secretariat	Maybe M. Bueno	YFD-SDO
Process Observer	Ofelia M. Del Mundo	Principal III- Mabini CS
Class Manager/QAME	Estrella A. Nuñez	Principal I – Lapolapo ES, San Jose SO
Documenter	Apolinaria L. Arellano	Principal III – G. Paradero ES, Tuy SO
ICT	Cris. T. Zita	HTIII – Dr. Juan Pastor MHNS
Health Officers	c/o Health & Nutrition section	

LIST OF PARTICIPANTS

NAME	SEX	POSITION	SCHOOL	SUB-OFFICE
EDWIN V. BAYLOSIS	Male	Officer-in-Charge	Malapad na Bato National High School	NASUGBU EAST
YOLANDA P. GRANADOS	Female	Head Teacher/School Head	CARRETONAN ELEMENTARY SCHOOL	CALATAGAN
YHELMAR D. BAIT	Male	Head Teacher/School Head	BULIHAN ELEMENTARY SCHOOL	NASUGBU EAST
APOLINARIO B. MAÑIBO	Male	Head Teacher/School Head	APOLINARIO MABINI NATIONAL HIGH SCHOOL	MABINI



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REYNALYN S. MENDOZA	Female	Principal III	Pedro Palacio Sr Memorial Elementary School	CALATAGAN
CIRILA B. RAMINTAS	Female	Principal I	Calantas National High School	ROSARIO WEST
MELINDA D. DE MESA	Female	Head Teacher/School Head	P. Anahao Elementary School	MABINI
RONA A. TUMBAGA	Female	Head Teacher/School Head	Hukay Elementary School	CALATAGAN
SUSARA M. DRAIN	Female	Head Teacher/School Head	CATANDAAN ELEMENTARY SCHOOL	NASUGBU EAST
RAY-JOWEL H. CARANDANG	Male	Head Teacher/School Head	CALABASAHAN ELEMENTARY SCHOOL	SAN JUAN WEST
LOUIE V. MEDRANO	Male	Head Teacher/School Head	NAG-IBA ELEMENTARY SCHOOL	MABINI
GEENY C. DE CLARO	Female	Head Teacher/School Head	DURUNGAO ELEMENTARY SCHOOL	SAN LUIS
GERAME G. ALANO	Female	Head Teacher/School Head	Dr. Jose A. Alaras Elementary School	BALAYAN WEST
REMEDIOS M. CAPONPON	Female	Head Teacher/School Head	San Vicente Manalupang National High School	BAUAN WEST
WILMA A. GAYACAN	Female	Head Teacher/School Head	SAN PABLO ELEMENTARY SCHOOL	BAUAN WEST
MARJORIE G. MAGTIBAY	Female	Head Teacher/School Head	STA MESA ELEMENTARY SCHOOL	MABINI
MA. CONCEPCION V. NOCHE	Female	Head Teacher/School Head	CEPRIANA ASCUE MEMORIAL ELEMENTARY SCHOOL	BALAYAN WEST
MARY ROSE M. GARCIA	Female	Head Teacher/School Head	LIGAYA PRIMARY SCHOOL	MABINI
LUDIVINA D. BALMES	Female	Head Teacher/School Head	TILAGA ELEMENTARY SCHOOL	ROSARIO WEST



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ARRA C. DERIGE	Female	Head Teacher/ Dept. Head	Calatagan National High School	CALATAGAN
APRIL RHOSE M. HERNANDEZ	Female	Head Teacher/ Dept. Head	MAABUD INTEGRATED NATIONAL HIGH SCHOOL	SAN NICOLAS
CONCEPCION M. CERVANTES	Female	Head Teacher/School Head	Taysan San Jose Integrated National High School	SAN JOSE
FILIPINA M.SERRANO	Female	Head Teacher/School Head	San Pascual National High School	SAN PASCUAL
JUVY S. AUSTRIA	Female	Head Teacher/School Head	Lian National High School	LIAN
GERALDINE P. MAYUGA	Female	Head Teacher/School Head	TAAL NATIONAL HIGH SCHOOL	TAAL
CLAREZE D. ONDA	Female	Head Teacher/School Head	???	SAN LUIS
GRACE M LUNA	Female	Head Teacher/School Head	Taysan San Jose Integrated National High School	SAN JOSE
LINO B. MANALO	Male	Head Teacher/School Head	LUMBANGAN NATIONAL HIGH SCHOOL	NASUGBU EAST
ERLYN M. BAON	Male	Head Teacher III	Lian National High School	LIAN
MARI-MAY D. BUGTONG	Female	Head Teacher/School Head	Lian National High School	LIAN
MISCHELLE P. EBORA	Female	Head Teacher/School Head	DR. JUAN A. PASTOR INTEGRATED NATIONAL HIGH SCHOOL	IBAAN
EVERLYN D. ENDOZO	Female	Head Teacher/School Head	DR. JUAN A. PASTOR INTEGRATED NATIONAL HIGH SCHOOL	IBAAN



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MARK T. MOTILLA	Male	Head Teacher- Department Head	JOSE LOPEZ MANZANO NATIONAL HIGH SCHOOL	TUY
OLIVIA B. MORALES	Female	Head Teacher/School Head	Salaban Elementary School	SAN JOSE
MA. ANDREA M. ENRIQUEZ	Female	Head Teacher	TAAL NATIONAL HIGH SCHOOL	TAAL
CRIS T. ZITA	Male	Head Teacher/School Head	Dr. Juan A. Pastor Integrated National High School	IBAAN
JOANN D. FADERAGAO	Female	Head Teacher/School Head	BAGONG PARAISO ES	LEMERY
DON-DON M. ABANTE	Male	Head Teacher/School Head	SAN PASCUAL NATIONAL HIGH SCHOOL	SAN PASCUAL
LEA L. ACAR	Female	Head Teacher/School Head	PADRE GARCIA INTEGRATED NATIONAL HIGH SCHOOL	PADRE GARCIA
RICA JOY R. ABARQUEZ	Female	Head Teacher/School Head	SAN PASCUAL NATIONAL HIGH SCHOOL	SAN PASCUAL
MAXIMA GREGORIA R. LUCERO	Female	Head Teacher/School Head	SAN PASCUAL NATIONAL HIGH SCHOOL	SAN PASCUAL
ADORA M. BALANI	Female	HT - Department Head	Wenceslao Trinidad Memorial National High School	LAUREL
MELANIE A. BORJAL	Female	Head Teacher/School Head	Tipas Integrated National High School	SAN JUAN EAST
ANGELES V. MATUNDAN	Female	OIC Assistant Principal SHS	Bauan Technical Integrated High School	BAUAN WEST
JONNE MAR D. COLLADO	Male	Head Teacher/School Head	Payapa Ibaba Elementary School	LEMERY
LORIELYN A. BULANHAGUI	Female	Head Teacher, No School, for PDI	Bauan Technical Integrated High School	BAUAN WEST
JONNALYN B. DIMAILIG	Female	Head Teacher I	Ananias C. Hernandez	LEMERY



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			Memorial National High School	
IMELDA V. HIMAYA	Female	Head Teacher II	Dr. Crisogono B. Ermita Sr. Memorial National High School	NASUGBU WEST
JANE C. LAUREL	Female	Head Teacher II-Department Head	Doña Maria Laurel Platon School of Agriculture	TALISAY
HECTOR ALVAERA CAPUA	Male	Head Teacher/School Head	hector.capua001@deped.gov.ph	TALISAY
MAYLENE C DEL ROSARIO	Female	Head Teacher/School Head	San Pascual National High school	SAN PASCUAL
DEMETRIO V. VALDEZ JR.	Male	ALS-SHS Focal Person	MAXIMO T. HERNANDEZ MEMORIAL INTEGRATED HIGH SCHOOL	IBAAN
ROWENA N.PAGLINAWAN	Female	Head Teacher/School Head	LUMBANGAN NATIONAL HIGH SCHOOL	NASUGBU EAST
MaA.TERESA E. TENORIO	Female	N/A	LOOC NATIONAL HIGH SCHOOL	NASUGBU EAST
MARIKAY C. MACATANGAY	Female	Head Teacher/School Head	Payapa National High School	LEMERY
JULIUS JOHN L. PALACPAC	Male	Head Teacher/School Head	Mataasnakahoy NHS	MATAASNAKA HOY
MAGTANGGOL S. PANALIGAN	Male	Head Teacher III/ Dept. Head	BILARAN NATIONAL HIGH SCHOOL	NASUGBU EAST
ROSELLE B. RIVERA	Female	Head Teacher II/Dept. Head	JOSE LOPEZ MANZANO NATIONAL HIGH SCHOOL	TUY SUB-OFFICE
MARICEL U. GASMIDO	Female	Head Teacher/School Head	Bilaran National High School	NASUGBU EAST
LEONCIA B. RODRIGUEZ	Female	Head Teacher/School Head	BILARAN NATIONAL HIGH SCHOOL	NASUGBU EAST
DENNIS N. MENDOZA	M	PRINCIPAL I	ALITAGTAG NHS	Alitagtag



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LAARNI G. CANLOBO	F	Principal I	Leviste Elementary School	Laurel
LEA U. MAGAYANES	F	Principal I	Buso-Buso Elementary School	Laurel
MARIA ELAINE D. RESURRECCION	F	Principal I	Ticub Elementary School	Laurel