



Republic of the Philippines
Department of Education
Region XIII – Caraga
 Butuan City



February 1, 2018



REGIONAL MEMORANDUM

No. 071, s. 2018

**PARTICIPATION TO THE CAPACITY BUILDING OF LEARNING FACILITATORS
 FOR THE SCHOOL HEADS DEVELOPMENT PROGRAM (SHDP)
 INTERMEDIATE COURSE FOR CLUSTER IV**

To: **SCHOOLS DIVISION SUPERINTENDENTS**
 This Region

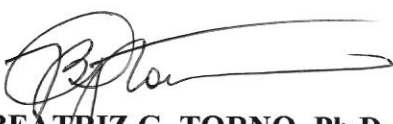
1. Attached is a Memorandum from the Undersecretary for Curriculum and Instruction re: conduct of a **Capacity Building of Learning Facilitators for the School Heads Development Program (SHDP) Intermediate Course for Cluster IV** on March 16-23, 2018 within Region XII (specific venue will be announced later).

2. The participants from this Region are as follows:

HRDD Chief: Dr. Flordelisa R. Dalin		
Name of Participant	Division	Module
Dr. Jovy Liza Rebecca Montante	Siargao Islands Agusan del Norte	Self-Mastery
Dr. Fluellen Cos Dr. Marilou Curugan	Surigao del Sur Agusan del Sur	Organizational Culture and Professional Development
Dr. Luisa Guyano Louella Millan	Surigao City Bislig City	Curricular and Instructional Innovation
Jean Ramirez Dr. Giovanette Espejon	Butuan City Siargao Islands	Fiscal Sustainability and Principled Partnership

3. The transportation expenses of the participants shall be charged against local HRTD Funds subject to the usual accounting and auditing rules and regulations.

4. Immediate dissemination of this Memorandum to all concerned is highly desired.


BEATRIZ G. TORNO, Ph.D., CESO IV
 Regional Director



Republic of the Philippines
Department of Education
DepEd Complex, Meralco Avenue, Pasig City, Philippines
Direct Line: (632) 633-7202/687-4146 Fax: (632) 631-5057



Undersecretary for Curriculum and Instruction

MEMORANDUM
DM-CI-2017-

FOR: Regional Directors
Regional Chiefs, Human Resource Development Division
Schools Divisions Superintendents
Elementary and Secondary School Heads
All Other Concerned

FROM: *Lorna A. Dino*
LORNA DIG DINO, Ph.D.
Undersecretary for Curriculum and Instruction

SUBJECT: **ADDITIONAL INFORMATION ON THE
CONDUCT OF THE CAPACITY BUILDING OF
LEARNING FACILITATORS FOR THE SCHOOL HEADS
DEVELOPMENT PROGRAM (SHDP) INTERMEDIATE
COURSE**

DATE: 15 December 2017

1. Please be advised that the Capacity Building of Learning Facilitators for the SHDP: Intermediate Course is rescheduled on the following dates and venues:

Regions	Dates		Venues	
	From	To	From	To
I, II, III, CAR	Dec 5-10, 2017	Feb 3-10, 2018	Region II	Region I
IV-A, IV-B, V, NCR	Dec 11-17, 2017	Feb 10-17, 2018	Region I	Region II
VI, VII, VIII, IX	Dec 18-23, 2017	March 8-15, 2018	Region XII	Region XII
X, XI, XII, CARAGA, ARMM	Dec 26-29, 2017	March 16-23, 2018	Region XII	Region XII

2. Four (4) Modules will be covered in the activity, which include Self-Mastery, Organizational Culture and Professional Development, Curricular and Instructional Innovation and Fiscal Sustainability and Principled Partnership. Considering these, there shall be two Learning Facilitators to be selected for each Module (please see attached distribution of the number of participants per Region). Moreover, the LFs shall be selected based on the following criteria:

- a. High level of communication and facilitation skills;
 - b. Ability to correctly read and appropriately respond to group processes as they emerge;
 - c. Ability to facilitate session and manage School Head as participants; and
 - d. Has sufficient academic background and/or work-related experience on the Intermediate Module key contents.
3. Aside from personal laptops, participants are likewise required to bring to the training venue soft copies of the following:
 - a. Current Enhanced School Improvement Plan (E-SIP)
 - b. Personnel Profile
 - c. Enhanced Basic Education Information System (EBEIS) data
 - d. School Report Card (SRC)
 - e. School Budget
 - f. List of current school partners and partners' profile (if available)
4. The transportation expenses of the participants shall be charged against local HRTD Funds subject to the usual accounting and auditing rules and regulations.
5. For your information and guidance.