Republic of the Philippines
Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
Upper Session Rd., Baguio

Office of the Superintendent
Division Memorandum No. _173_ s. 2015

To: Public School District Supervisors
Secondary School Heads
All Others Concerned

SCHOOL HEADS DEVELOPMENT PROG.: ADVANCED COURSE FOR SCHOOL HEADS OF SENIOR HIGH SCHOOL

1. This has reference to Regional Memorandum No. 167 s. 2015 regarding the regional roll –out of the School Heads Development Program: Advanced Course for School heads of Senior High Schools. The schedule of the roll out is as follows:

Module 1:   **October 18-23, 2015**
Module 2:   **November 15-20, 2015**
Venue: **To be announced**

2. At the end of the training, the participants are expected to:

- Gain skills and competencies in building partnerships with stakeholders;
- Operationalize their roles and functions in implementing the senior high school.

3. Participants from the division are the following:

1. Romulo M. Flora   BCHS
2. Whitney A. Dawayen   Irisan NHS
3. Rosanna D. Dizon   Joaquin Smith NHS
4. Edward C. Vicente   Mil-an NHS
5. Virginia C. Alindayo   Sto. Tomas NHS
6. Brenda M. Cariño   Guisad Valley NHS
7. Lucia T. Casim   San Vicente NHS
8. Ma. Joan A. Andayan   Stand Alone SHS

4. This is a live in training. The first meal to be served will be dinner with afternoon snacks on October 18 and the last meal will be lunch with p.m snacks on October 23, 2015. The same scheme will be followed for module 2.

5. Board and lodging, supplies and training materials shall be charged against downloaded HDTD funds while transportation and other incidental expenses shall be charged against local funds subject to the usual accounting and auditing rules.

6. Participants are advised to wait for further information regarding the venue.

7. Immediate and widest dissemination of this memorandum to all concerned is desired.

FRANCIS CESAR B. BRINGAS, CESO VI
Schools Division Superintendent