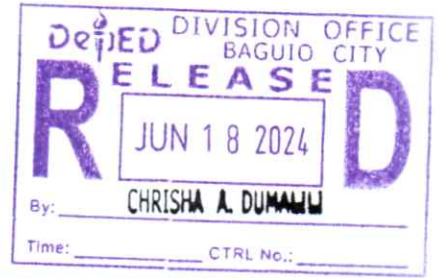




Republic of the Philippines  
**Department of Education**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**



June 14, 2024

**DIVISION MEMORANDUM**

No. 337-2024

**CONDUCT OF GO and LEAD- MODULE 4**

To: Assistant Schools Division Superintendent  
 Chief Education Supervisors  
 Public Schools District Supervisors  
 Public Elementary and Secondary School Heads  
 Others Concerned

1. Relative to the ongoing management of Professional Development Program for School Heads through Generating Opportunities and Lead in Education to Accelerate Development (GO AND LEAD), this is to announce to the field that the schedule and venue of Module 4 are as follows:

Date	Venue	Address
June 19-21, 2024	DBTIM, IBM Philippines	Metro Manila

2. The first meal to be served is breakfast on June 19, 2024.

3. This memorandum serves as the **Authority to Travel** of the participants. Attached are the following for reference.

- Enclosure 1: Bus Assignment of Participants
- Enclosure 2: Lists of Participants per Tour
- Enclosure 3: Program Flow

4. For the travel time, please be guided with the following:

Assembly	Departure	Travel Time Back to Baguio
2:00 – 3:00 AM June 19, 2024 DepEd Baguio, Division Office	3:00 AM June 19, 2024	5:00 PM onwards June 21, 2024

5. For any related concerns, don't hesitate to call **Sir Jerry Ymson**, at **CP no. 0995-362-9924**.

6. Dissemination and strict compliance of this memorandum is required.

6-18 **SORAYA T. FACULO PhD, CESO VI**  
 OIC- Schools Division Superintendent





Professional Regulation Commission

ATTENDANCE SHEET

CPD COUNCIL OF/FOR PROFESSIONAL TEACHERS

Title of the Program: GO and LEAD Program: Generating Opportunities and Lead in Education to Accelerate Development				
Date : June 19 and 21, 2024		VICTORY BUS #1 Baguio to Manila (Vice Versa)		
			Time: 3:00 AM	Room:
SEAT #	NAME	SIGNATURE	PRC LICENSE NO.	EXPIRY DATE (DD/MM/YYYY)
1	Asuncion Saguid(Documenter)			
2	Jovelyn Balantin			
3	Kydee Estigoy			
4	Fianza, Jaqueline L.		0704168	24/09/2024
5	Gabol, Ortez D.		0084016	8/7/2024
6	Garcia, Jimmy B. Jr.		0610609	21/10/2026
7	Gayao, Danilo P.		0087955	18/03/2027
8	Gomeyac, Marilou T.		0803929	30/01/2026
9	Gonzalo, NickCarter C.		0844953	23/04/2026
10	Kunayon, Zenaida L.			
11	Lacana, Jeannette T.		0186386	
12	Lachica, Samuel D.		0821616	03/09/2024
13	Lami-ing, Marcial		0050724	27/03 2025
14	Laranang, Renita E.		0338073	12/11 2024
15	Lomas-e, Agnes P.		0648713	29/10/2026
16	Lomboy, Gemma N.		0457441	27/04/2026
17	Lucas, Marilyn D.		1079656	09/02/2026
18	Mamaril, Juliet R.			
19	Manzano, Rommel L.		0731421	14/10/2024
20	Masidong, Alice B.		0791950	3/12/2026
21	Ngayawon, Warren I.		0837944	22/09/2026
22	Ngolab, Jane Marie M.		0030834	29/01/2027
23	Niwane, Jordan O.		1018476	08/12/2024
24	Ocyaden, Rosalia A.			
25	Palsi, Maria O.		157033	12/10/25
26	Pascaden, Jason W.		0834033	26/10/26
27	Pascua, Janet B.		0030882	17/06/2024
28	Pedro, Octavia M.			
Certified Correct by:		Concurred by:		
<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		





Professional Regulation Commission

ATTENDANCE SHEET

CPD COUNCIL OF/FOR PROFESSIONAL TEACHERS

Title of the Program: GO and LEAD Program: Generating Opportunities and Lead in Education to Accelerate Development				
Date : June 19 and 21, 2024		VICTORY BUS #2 Baguio to Manila (Vice Versa)		
			Time: 3:00 AM	Room:
SEAT #	NAME	SIGNATURE	PRC LICENSE NO.	EXPIRY DATE (DD/MM/YYYY)
1	Jerry C. Ymson			
2	Harris Dizon			
3	Accad, Valeriano B.		28684	04/8/26
4	Acop, Helen C.		0610791	27/6/2027
5	Adolfo, Jane L.			28/01/2026
6	Agbunag, Manuel B.			
7	Agpawa, Felto P.		0658929	05/11/2024
8	Alberto, Elizabeth B.		0753974	12/11/2026
9	Aliga, Jeffrey F.		1032142	02/03/2027
10	Andayan. Maria Joan D.		0324767	26/06/25
11	Kidian, Johnny			
12	Balutoc, Lilybeth B.		0030946	08/04/2024
13	Basing-at, Christopher D.		0614889	23/12/2024
14	Beloken Decky M.		0830983	23/12/2025
15	Biligan, Julia A.		0897176	28/12/2026
16	Bisquera, Annie Laurie W.		0185577	25/08/2026
17	Biteng, Wilma S.		0084018	25/11/2025
18	Botis, Teodora B.		0324417	23/3/2025
19	Bulay, Estrella B.		0565367	10/06/2026
20	Cabasan, Erwin		0264998	02/17/2025
21	Cael, Florida F.		0083905	15/06/2024
22	Casim, Lucia T.		0028354	24/10/2025
23	Castillo, Sharon Christianie R.		0031003	04/06/2025
24	Catiyan, Gloria A.			
25	Catungal, Leonila C.		0461524	14/12/2024
26	Caya-os, Jackson T.		0337945	29/01/2027
27	Cayat, Randy		0971143	28/04/2024
28	Copiling, Riona R.		0747961	05/12/2024
Certified Correct by:		Concurred by:		
<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		






Professional Regulation Commission

ATTENDANCE SHEET

CPD COUNCIL OF/FOR PROFESSIONAL TEACHERS

Title of the Program: GO and LEAD Program: Generating Opportunities and Lead in Education to Accelerate Development				
Date : June 19-21, 2024		Venue :Valenzuela City, BBCYC, Pilipinas Shell		
Topic/s: Benchmarking (TOUR A)			Time: 8:00 AM-5:00PM	Room:
NO.	NAME	SIGNATURE	PRC LICENSE NO.	EXPIRY DATE (DD/MM/YYYY)
1	Catungal, Leonila C.		0461524	14/12/2024
2	Caya-os, Jackson T.		0337945	29/01/2027
3	Cayat, Randy		0971143	28/04/2024
4	Copiling, Riona R.		0747961	05/12/2024
5	Copsiyan, Soledad E.		0069599	12/09/2025
6	Domingo, Grace M.		0639042	06/12/2026
7	Doriano, Stephen C.		1005059	26/08/2025
8	Estigo, Alona C.		0451426	23/12/2025
9	Estigoy, Joseph		0192264	01/09/2026
10	Fangkingan, Salome C.		1101264	04/03/2025
11	Fernandez, Victor A.			
12	Fianza, Jaqueline L.		0704168	24/09/2024
13	Gabol, Ortez D.		0084016	8/7/2024
14	Garcia, Jimmy B. Jr.		0610609	21/10/2026
15	Gayao, Danilo P.		0087955	18/03/2027
16	Gomeyac, Marilou T.		0803929	30/01/2026
17	Gonzalo, NickCarter C.		0844953	23/04/2026
18	Kunayon, Zenaida L.			
19	Lacana, Jeannette T.		0186386	
20	Lachica, Samuel D.		0821616	03/09/2024
21	Lami-ing, Marcial		0050724	27/03 2025
22	Laranang, Renita E.		0338073	12/11 2024
23	Jerry Ymson			
24	PBED			
25	NTC			
26	NTC			
27				
28				
Certified Correct by:		Concurred by:		
<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		

	Professional Regulation Commission
ATTENDANCE SHEET	

**CPD COUNCIL OF/FOR PROFESSIONAL TEACHERS**

Title of the Program: GO and LEAD Program: Generating Opportunities and Lead in Education to Accelerate Development

Date : June 19-21, 2024      Venue : Marikina City, Ayala Foundation, NTC  
Day

Topic/s: Module 4: Benchmarking (TOUR B)      Time: 8:00 AM-5:00PM      Room:

NO.	NAME	SIGNATURE	PRC LICENSE NO.	EXPIRY DATE (DD/MM/YYYY)
1	Accad, Valeriano B.		28684	04/8/26
2	Acop, Helen C.		0610791	27/6/2027
3	Adolfo, Jane L.			28/01/2026
4	Agbunag, Manuel B.			
5	Agpawa, Felto P.		0658929	05/11/2024
6	Alberto, Elizabeth B.		0753974	12/11/2026
7	Aliga, Jeffrey F.		1032142	02/03/2027
8	Andayan, Maria Joan D.		0324767	26/06/25
9	Kidian, Johnny			
10	Balutoc, Lilybeth B.		0030946	08/04/2024
11	Basing-at, Christopher D.		0614889	23/12/2024
12	Beloken Decky M.		0830983	23/12/2025
13	Biligan, Julia A.		0897176	28/12/2026
14	Bisquera, Annie Laurie W.		0185577	25/08/2026
15	Biteng, Wilma S.		0084018	25/11/2025
16	Botis, Teodora B.		0324417	23/3/2025
17	Bulay, Estrella B.		0565367	10/06/2026
18	Cabasan, Erwin		0264998	02/17/2025
19	Cael, Florida F.		0083905	15/06/2024
20	Casim, Lucia T.		0028354	24/10/2025
21	Castillo, Sharon Christianie R.		0031003	04/06/2025
22	Catiyan, Gloria A.			
23	Harris Dizon			
24	Asuncion Saguid			
25	PBED			
26				
27				
28				

<p>Certified Correct by:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">(Signature Over Printed Name)</p> <p style="text-align: center;">CPD Provider's Authorized Representative</p> <p>Date and Time:</p>	<p>Concurred by:</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">(Signature Over Printed Name)</p> <p style="text-align: center;">CPD Provider's Authorized Representative</p> <p>Date and Time:</p>
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Professional Regulation Commission

ATTENDANCE SHEET

CPD COUNCIL OF/FOR PROFESSIONAL TEACHERS

Title of the Program: GO and LEAD Program: Generating Opportunities and Lead in Education to Accelerate Development				
Date : June 19-21,2024		Venue :Quezon City, DBTIM, IBM Philippin		
Topic/s: Benchmarking (TOUR C)			Time: 8:00 AM-5:00PM	Room:
NO.	NAME	SIGNATURE	PRC LICENSE NO.	EXPIRY DATE (DD/MM/YYYY)
1	Lomas-e, Agnes P.		0648713	29/10/2026
2	Lomboy, Gemma N.		0457441	27/04/2026
3	Lucas, Marilyn D.		1079656	09/02/2026
4	Mamaril, Juliet R.			
5	Manzano, Rommel L.		0731421	14/10/2024
6	Masidong, Alice B.		0791950	3/12/2026
7	Ngayawon, Warren I.		0837944	22/09/2026
8	Ngolab, Jane Marie M.		0030834	29/01/2027
9	Niwane, Jordan O.		1018476	08/12/2024
10	Ocyaden, Rosalia A.			
11	Palsi, Maria O.		157033	12/10/25
12	Pascaden, Jason W.		0834033	26/10/26
13	Pascua, Janet B.		0030882	17/06/2024
14	Pedro, Octavia M.			
15	Pucdihon, Ester Hydie L.		0497039	4/12/2025
16	Quiño, Remedios P.		0185540	17/02/2025
17	Sagalla, Philip B.		09461645	23/08/2025
18	Sillatoc, Marie D.			2/9/2027
19	Tacay, Genar P.		0897088	25/09/2025
20	Vicente, Edward C.		0075741	
21	Vinluan, Lillie A.			
22	Walsiyen, Jerry D.		0565385	19/06/2025
23	Yadao, Jesusa R.		0691753	24/12/24
24	Jovelyn Balantin			
25	PBED			
26				
27				
Certified Correct by:		Concurred by:		
<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		<hr/> (Signature Over Printed Name) CPD Provider's Authorized Representative Date and Time:		



**ANNEX 1: PROGRAM FLOW**

**Schedule: June 20, 2024**

Time	Activity	Tour A	Tour B	Tour C
		PBEd 1 Documenter 1 (DepEd) DepEd TWG - 2	PBEd 1 Documenter 1 (DepEd) DepEd TWG - 2	PBEd 1 Documenter 1 (DepEd) DepEd TWG - 2
6:00 - 7:00 AM	Breakfast			
7:00 - 8:00 AM	Departure for LGU			
8:00 - 9:30 AM	Explore 1: LGU and Local School Board	LGU Quezon City	LGU Marikina City	LGU Valenzuela City
9:30 - 10:00 AM	Departure for School			
10:00 - 12:00	Explore 2: School	<b>Don Bosco Technical Institute Makati</b> Chino Roces Ave, Makati	<b>Ayala Foundation</b> Dela Rosa Street, Makati, 1224 Metro Manila	<b>Bright Beginnings Center For Young Children</b> 6 Zinc St., Tugatog, Malabon City 1474.
12:00 - 1:00 PM	Lunch in school			
1:00- 1:30 PM	Departure for Foundation			
1:30 - 5:00 PM	Explore 3: Foundation Wrap-up	<b>IBM Philippines</b> Manila, Philippines	<b>APEC Schools/National Teachers College + Ayala Foundation</b> 629 Nepomuceno St, Quiapo, Manila, 1001 Metro Manila	<b>Pilipinas Shell Foundation, Inc.,</b> 41st Floor, The Finance Centre, 26th St, Taguig, 1635
5:00 - 6:00 PM	Departure for Hotel (Dusit Thani)			
6:00 - 7:00 PM	Dinner			

**Module 4 | The Principal's Focus on Improving School Practices through Tri-focal Visits**

The course equips school principals with the knowledge and skills to leverage institutional visits as a powerful tool for improving school practices. Through interactive sessions and actual institutional visits, participants will explore best practices of institutions in relation to teaching and learning, leadership and community building.

**June 19, 2024 (Wednesday)**

Day	Theme	Focus	Learning Outcomes
1	Inquire	Understanding Education Initiatives	Gain insight as to how institutions other than schools impact the current education landscape

Time	Activity	Details
1:00 - 1:30	Preliminaries	Prayer Recap Energizer Setting the Intention
1:30-3:00	Learning Session 1	Participants will listen to the presentations of representatives from Gokongwei Brothers Foundation and Teach for the Philippines
3:00 - 3:15	Afternoon Break	
3:15 - 4:15	Panel Discussion	Participants will interact with the speakers via a panel discussion
4:15-4:45	Bisita Institusyon Preps	Participants will be oriented of the guidelines for the Bisita Eskuwela
4:45 - 5:00	End of Day Evaluation, Reminders and Wrap-up	% DepEd TWG

*\*Note: Day 1 AM session will be facilitated by Mr. Rey Baguio*



**June 20, 2024 (Thursday)**

Day	Theme	Focus	Learning Outcomes
2	Immerse	Inspiring change and innovation	Gather best practices from visits to school and other institutions

Time	Activity	Details
7:00 - 8:00	Departure for LGU	<a href="#">Bisita Institusyon Guide Questi...</a>
8:00 - 9:30	Explore 1: LGU and Local School Board	
9:30 - 10:00	Departure for School	
10:00 - 12:00	Explore 2: School	
12:00 - 1:00	Lunch in school	Participants group themselves according to SLC levels
1:00- 1:30	Departure for Foundation	
1:30 - 5:00	Explore 3: Foundation Wrap Up	



June 21, 2024 (Friday)

Day	Theme	Focus	Learning Outcomes
3	Innovate	Providing impactful insights and recommendations	Present key insights and recommended action plans from the best practices gathered during the school visit

Time	Activity	Details
8:00 - 8:30 AM	Preliminaries	Prayer Recap Energizer Setting the Intention
8:30 - 9:30 AM	Team Reflection	Participants put together their insights from the visit
9:30-9:45	Morning Break	
9:45-12:00	Learning Session 2 & Workshop: The Process of Change	Participants create initial inputs for their project proposal based on the insights they gathered from the visits
12:00 - 1:00	Lunch Break	
1:00-2:30	Team Presentation	Participants present their insights and recommended action plans
2:30-2:45	Summary & Wrap Up	
2:45-3:00	End of Day Evaluation, Reminders and Wrap-up	% DepEd TWG