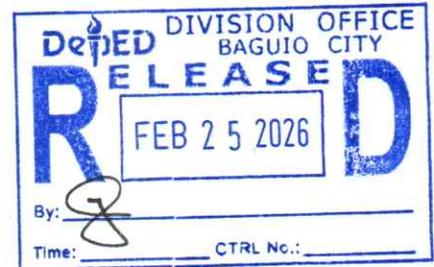




Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY



February 25, 2026

DIVISION MEMORANDUM

No. **158-2026**

CONDUCT OF TECHNICAL ASSISTANCE TO POTENTIAL SCHOOL LEADERS/NASH TAKERS

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

1. The Schools Division Office of Baguio City remains steadfast in its commitment to ensure that every school is led by a competent and qualified principal. In pursuit of this goal, this Office will conduct a Focus Group Discussion (FGD) Sessions to all test takers via Zoom. The schedule is detailed as follows:

Session 1: Domain 1: School Leadership

Date/Time	Topics:	Resource Speaker
March 2 7:30-8:45 pm	Curriculum implementation	Juliet Sannad

Session 2: Domain 2: Instructional Leadership

Date/Time	Topics:	Resource Speaker
March 2 8:45-9:30 pm	Instructional quality and learner achievement	Joeferino Guinumtad Facilitator: JT Balantin

Session 3: Domain 3: School Management & Operations

Date/Time	Topics:	Resource Speaker
March 3 7:30-9:00 pm	SIP, AIP, WFP preparation Facilities and records management Technology and data systems (LIS, EBEIS)	Jimmy Santos
March 4 7:30-9:30 pm	School safety, DRRM Child Protection Policy	Cliftone Bangseil Brendalee Awingan



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	School forms and reports	Samuel Lachica Facilitator: S. Bab-anga
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Session 4: Human Resource Management & Professional Development (Domain 4)

Date/Time	Topics:	Resource Speaker
March 5 7:30-9:00 pm	Staffing and personnel actions	Nieves Ebanio
	Coaching and mentoring & Performance evaluation (Part 1)	Rosanna Dizon
March 6 -7:30-9:30 pm	Coaching and mentoring & Performance evaluation (Part 2)	Rosanna Dizon
	Professional development programs	Lourdes Lomas-e
	Integration of ICT in teaching and learning	Mary Jane Malihod Facilitator: J. Balantin

Session 5: Financial Management (Domain 5)

Date/Time	Topics:	Resource Speaker
March 9 7:30-9:00 pm	Budgeting & MOOE utilization	Lilibeth Degsi
	Procurement Basics	Atty. Annette Doyaoen
March 10 7:30-9:00 pm	COA rules & liquidation	Nino Tibangay
	Transparency and accountability mechanisms	Facilitator: S. Bab-anga

Session 6: School Community Relationship (Domain 6)

Date/Time	Topics:	Resource Speaker
March 11 7:30-9:00 pm	School Governing Council (SGC)	Jerry Ymson
	Partnerships with LGUs, NGOs, parents	Jojo Ambros
March 12 7:30-9:00 pm	Communication and advocacy	Juliet Piok
	Stakeholder mobilization	Samuel Lachica
	School-community collaboration	Facilitator: S. Bab-anga



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March 13 7:30-9:00 pm	Collaborative Learning Sharing of updates, policies via FB group chat Peer Learning Community	All Speakers and participants
March 23, 2026	online practice exams	ICT and NASH passers
March 24, 2026 1:00-5:00	Final Review Session	Selected School heads ICT HRDS

3. All test takers /aspiring school heads are strongly encouraged to actively participate in coaching and mentoring sessions with experienced and proficient school principals to support their professional growth and leadership readiness. other related activities like mock examinations, attending credible review classes and extensive reading of resources is highly encouraged.

4. For guidance and compliance.

Digitally signed by Soraya T. Faculo
Date: 2026.02.25 14:53:53 +08'00'

SORAYA T. FACULO PhD, CESO V
Schools Division Superintendent