



Republic of the Philippines

Region VII, Central Visayas

Sudlon, Lahug, Cebu City



November 15, 2016

**DIVISION MEMORANDUM**

NO. 731, s. 2016

**SCHOOL HEADS INDUCTION PROGRAM (SHIP) 2016  
(SECOND BATCH)**

**TO: Assistant Superintendents  
Education Program Supervisors/SEPS /EPS/Coordinators  
Public Schools District Supervisors/OICs  
School Heads (Elementary/Secondary)  
All Others Concerned**

1. The office hereby informs the field on the conduct of the **2016 School Heads Induction Program (2016 SHIP)-Second Batch** for the division's newly-hired/promoted school heads/TICs and/or those with less than three years as school administrators with the theme **"Soaring to New Heights in Transformational Leadership and Service."**
2. The expected program outcome is a **behavior change** in terms of leadership competence among novice school administrators who will become further knowledgeable and skilled in managing their respective schools thereby resulting to high students' success/achievement.
3. The said activity will be conducted on **November 27-December 1, 2016 (Sunday-Thursday)** at DepEd Ecotech Center (Pavilion), Sudlon, Lahug, Cebu City among **126 newly-hired/promoted school administrators (elementary/secondary)**. Please see **attached list** of participants. Only the names of the participants as herein attached shall attend. Participant/s who cannot attend due to NEAP training or whatever valid reason/s **must consult** to the **PSDS in the district** and recommend somebody as a replacement/alternate participant, provided that the replacement is a new school head or with less than three years' experience as a school administrator.

4. Principals/TICs who were appointed after **August 2016** and whose names are not included in the attached listing will attend other future school heads induction program. The date or schedule for the next batch will be issued in a separate memo.

5. The training is on **live-in arrangement (126 pax)**. Arrival and registration of participant/s is on **Day One (1) Sunday, from 8:00-11:00AM (Nov. 27, 2016)**. The first meal will be served at **11:30AM (lunchtime) on Day One (1)**. **Opening program will start at 12:30PM**. Questions or inquiries regarding this induction program can be sent directly via **email** at **v\_ybanez@yahoo.com**.

6. Participation to this training is **mandatory/compulsory**. Participants are advised to bring **notebooks and other materials** so that they can take down notes on the different topics that will be discussed by the speakers/presenters. They are **not** allowed to transact business/es in the Division Office or in any other office during the duration of this **5-day training**. **Loafing** is strictly prohibited.

7. Expenses for the lodging accommodations of the participants, venue rental, meals/snacks and other incidentals related to this training shall be charged to the **Division's HRTD Funds; travelling expenses** incurred by the participants shall be chargeable to the respective **schools' MOOE**, subject to its availability and the usual accounting/auditing rules and regulations.

8. **Members of the training team** as well as the **participants** reporting on a **Sunday (Nov. 27, 2016)** and/or **holiday (Nov. 30, 2016/Wed.)** will be given **Compensatory Time-Off** if they are not entitled to any **service credits** or **overtime pay**.

9. This Memorandum serves as **TRAVEL AUTHORITY** of **all participants** as well as the **members of the training team, speakers or lecturers**.

10. **Wide dissemination and strict compliance of this Memorandum is hereby directed.**

  
RHEA MARA. ANGTUD, Ed.D., CESO VI  
Schools Division Superintendent

Attachment to Div. Memo # 731



Republic of the Philippines

Region VII, Central Visayas

Sudlon, Lahug, Cebu City



**Training Matrix: 2016 Schools Heads Induction Program (SHIP) – Second Batch**

**Date: November 27-Dec. 1, 2016 (Sunday-Thursday)**

**Venue: Pavilion, DepEd Ecotech Center, Sudlon, Lahug, Cebu City**

**Day 1 (Nov. 27/Sunday)**

Topic/Activities	Time	Person/s Responsible	
Registration/Arrival	10:00-11:30 AM	Training Team/OD	
<b>Lunch</b>	<b>11:31-12:30 PM</b>	Training Team	
National Anthem	12:31-12:36 PM	Host	
Sugbo Hymn	12:37-12:42 PM	Host	
Prayer	12:43-12:47 PM	Host	
House Rules/Presentation of Participants	12:48-12:55 PM	<b>Dr. Victor A. Ybañez</b>	
<b>Words of Welcome/Message</b>	12:56-1:00 PM	<b>Dr. Jose Garry R. Napoles</b>	
<b>Secretariat: Dr. Margarita Nierra (EPS-HRD)</b>		<b>Topics</b>	<b>Speaker/Lecturer</b>
	<b>1:01-3:00PM</b>	<b>Managing Change/Managing People for Peak Performance</b>	<b>Dr. Jose Garry R. Napoles (EPS-Networking/Mobilization)</b>
	<b>3:01-5:00PM</b>	<b>21<sup>st</sup> Century Leadership Skills</b>	<b>by: Dr. Victor A. Ybanez (SEPS-HRD)</b>
<b>Wrap-Up of Day 1</b>	5:01-5:10PM		<b>Host</b>
<b>Officer of the Day</b>	<b>Dr. Jose Garry Napoles</b>		
<b>Day 2 (Nov. 28/Monday)</b>			
Registration of Participants	7:30-7:40AM		<b>Training Team</b>
Prayer	7:41-7:46AM		<b>Assigned Host</b>
<b>Management of Learning (MOL)</b>	7:47-7:59 AM		<b>Assigned Host</b>
		<b>Topics</b>	<b>Speaker/s</b>
	<b>8:00-11:59AM</b>	<b>The Principal As a Person</b>	<b>Dr. Rhea Mar A. Angtud, CESO VI (SDS)</b>

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<b>LUNCH BREAK</b>	12:00-12:50PM		
Energizer/Ice Breaker	12:51-1:00PM		<b>Dr. Garry Napoles</b>
	1:01PM-3:01PM	<b>Effective Communication</b>	<b>Mrs. Nenita G. Jaralve</b> (Educ. Program Supervisor- MAPEH)
	3:02-4:30PM	<b>Mentoring and Coaching</b>	<b>Dr. Novie O. Mangubat</b> (Chief, SGOD)
<b>Wrap-up of Day 2</b>			Assigned Host/OD
<b>Officer of the Day</b>			
<b>Day 3 (Nov. 29/Tuesday)</b>			
Registration of Participants			<b>Training Team</b>
Prayer			<b>Assigned Host</b>
Management of Learning (MOL)			<b>Assigned Host</b>
	<b>8:00 – 11:59AM</b>	<b>Results-Based Performance Management/SIP</b>	<b>Mr. Roseller N. Gelig, CESO VI (ASDS)</b>
<b>LUNCH BREAK</b>	12:00-1:00PM		
	<b>1:01-5:01PM</b>	<b>The Principal as a Professional: Essentials of Management</b>	<b>Dr. Ester A. Futralan (ASDS)</b>
<b>Wrap-up of Day 3</b>	5:01-5:10PM		<b>Host/OD</b>
<b>Officer of the Day</b>			
<b>Day 4 (Nov. 30/Wednesday)</b>			
Registration of Participants			<b>Training Team</b>
Prayer			<b>Assigned Host</b>
Management of Learning (MOL)			<b>Assigned Host</b>
	<b>8:00-10:30 am</b>	<b>Instructional Supervision</b>	<b>Dr. Mary Ann P. Flores, Chief- CID</b>
	10:31-12:01	<b>Data Governance Principles</b>	<b>Mr. Emmanuel F. Mendoza</b> <b>Div. IT Officer</b>
<b>LUNCH BREAK</b>			<b>Training Team</b>
	1:00-3:00PM	<b>Records Management/EBEIS</b>	<b>Mrs. Agustina R. Albiso</b> <b>(Div. Planning Officer)</b>
	3:01-4:30PM	<b>Fiscal Management</b>	<b>Mrs. Riann C. Villamante, CPA</b> <b>Div. Accountant</b>



<b>Q &amp; A</b>	4:31-5:00PM	<b>Host/OD</b>	
<b>Wrap-up of Day 4</b>	5:01-5:10PM	<b>Host/OD</b>	
<b>Day 5 (Dec. 1/Thursday)</b>			
Registration of Participants	7:30 – 7:40AM	<b>Training Team</b>	
Prayer	7:40 – 7:45AM	<b>Assigned Host</b>	
<b>Management of Learning (MOL)</b>	7:45 – 8:00AM	<b>Assigned Host</b>	
	8:01-10:00AM	<b>Child Friendly School System</b>	<b>Mrs. Jane O. Gurrea (EPS, Values Education)</b>
	10:01-12:00PM	<b>Continuous Improvement (CI)</b>	<b>Mr. Cesar Restauero, Jr.</b>
Lunch Break	12:01-12:59PM		<b>Training Team</b>
	1:00-3:00PM	<b>Simulation of Management Concepts/Caselets</b>	<b>Dr. Rhea Mar A. Angtud (SDS)</b>
<b>Post-test/Closing Program</b>	3:01-4:00PM	<b>Assigned Host/s</b>	
<b>Officer of the Day</b>		<b>Dr. Jose Garry Napoles/Dr. Margarita Nierra</b>	

Prepared by:

  
**VICTOR A. YBAÑEZ, DM, EdDD, PhD**  
Senior Education Program Specialist-HRD

Attachment to Div. Memo # 731

**LIST OF SCHOOL HEADS WITH LESS THAN THREE YEARS EXPERIENCE**

**Title of Activity/Training: School Heads Induction Program (SHIP-SECOND BATCH)**

**Date: November 27-Dec.1, 2016 (Sun-Thurs)**

Division of Cebu Province				# of years	Position	Contact #	School Name/Address
LAST NAME	FIRST NAME	MIDDLE NAME					
1	Abarquez	Maricris	F.	5 mos.	HT2	09479423600	Manlapay ES, Dumanjug 2
2	Abing	Ma. Leonora			TIC		Consolacion
3	Alsola	Rosemarie		8 mos.	TIC		Malabayoc
4	Angulo	Jenny	A.		TIC		Cambigong ES, Samboan
5	Aventuna	Liezel Mariae	A.				Bog-o ES PS, Asturias
6	Azarcon	Cleofe	N.	11 mos.	TIC		Minglanilla 1
7	Balansag	Virgilia	A.				Cambagococ ES, Balamban 2
8	Bantaya	Jeanette	F.		HT1		Canorog ES, Samboan
9	Bariquet	Luzviminda	G.	2 yrs.	P1		Minglanilla 1
10	Baterna	Jose Ryan	A.				Sunog ES, Balamban 2
11	Batoctoy	Wenefredo Jr.	R.				Lunas I, Asturias
12	Benolirao	Gloria					Nug-as ES, Alcoy
12	Brobo	Sanilou	P.	1 yr.	TIC	09216400663	Bagtik ES, San Remigio 2
13	Bulasa	Julieta			TIC		Argao 1
14	Cabuenas	Mercy	C.		TIC		Bulangsuran IS, Samboan

Division of Cebu Province				Position	Contact #	School Name/Address
LAST NAME	FIRST NAME	MIDDLE NAME	# of years			
15	Campos	Jovelyn		TIC		Barili 2
16	Canedo	Renan	R.			Kaluangan 1 PS, Asturias
17	Cañete	Dennis		HT3		Moalboal
18	Canlom	Jhozenie	D.			Baye ES, Asturias
19	Cardoza	Cathalie Lovina		P1		Malabuyoc
20	Dalogdog	Rosario	C.			Sta. Lucia NHS, Asturias
21	Dela Peña	Edison		TIC		Minglanilla 1
22	Delfin	Anna Lou	A.			Magcalape ES, Asturias
23	Duazo	Lindley	S.	2 yrs, 9 mos.	TIC	Bugtong Kawayan ES, Barili 2
24	Empinado	Juan	G.			Lanao ES, Asturias
25	Enerlas	Nonata	S.		TIC	Tananas ES, San Fernando
26	Espina	Cecilia R.	R.			Sta. Rita ES, Asturias
27	Espiritu	Emelyn	S.		TIC	09216216118 Toong ES, San Remigio 2
28	Fabro	Angeles	T.			Manguiao NHS, Asturias
29	Fernandez	Reselyn	J.		TIC	Agbanga ES, Asturias
30	Galo	Victoria				Bulalacao ES, Alcoy
31	Geromo	Mysten	C.	TIC		Monteverde ES, Samboan
32	Gonzales	Natalia Marites				Pasol-Pugalo IS, Alcoy
33	Igot	Lourdes	M.			Buhingtubig ES, Balamban 2

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Division of Cebu Province				# of years	Position	Contact #	School Name/Address
LAST NAME	FIRST NAME	MIDDLE NAME					
34	Jangalay	Maria Lourlyn	R.	2 yrs			Argao 1
35	Josep	Juvy Earl	D.				Tag-amakan ES, Asturias
36	Jurado	Jocelyn	E.	2 years			Tuburan 2
37	Kiamco	Grela	G.	2 mos.			San Fernando
38	Lagahit	Eulogia	A.		TIC		Agtugop ES, Asturias
39	Leones	Juvilyn	T.				Sta. Rita ES, Asturias
40	Liwalug	Althessa Pearl	C.	2.6 yrs.			Badian
41	Lopez	Carmencita	B.	9 mos.			Minglanilla 2
42	Mahusay	Rey		1 yr, 2 mos			Malabuyoc
43	Mantos	Sanilou	P.	1 yr.	TIC	09216526982	Batad IS, San Remigio 2
44	Matin-ao	Jundie		2 yrs, 3 mos			Borbon
45	Monzales	Roel	P.	10 mos.	HT I	09185376735	Canaocanao ES, Tabogon
46	Nellas	Ligaya	G.	TIC			Kamburoy ES, Samboan
47	NOEL	ALMA	M.	2 YEARS 10 MONTHS	TIC	09392008173	PAWA ES, Dumanjug 2
48	Noel	Marc Benjamin	A.				Saksak ES, Asturias
49	Onambac	Ma. Janeth	M.	2.2 years	PI	09062076737	Guindarohan ES
50	Omaña	Elcah Jale	D.	1 yr. & 5 mos.	TIC	09324532732	Cambagte ES, Ginatilan
51	Omercz	Joebeth	C.	5 mos.	HT I	09074397001	Cambanog ES, Dumanjug 2
52	Ortalla	Arlinda	B.	2 yrs. & 10 mos.	PI	09397845646	Salag ES, Tabogon



Division of Cebu Province				# of years	Position	Contact #	School Name/Address
LAST NAME	FIRST NAME	MIDDLE NAME					
53	Pacino	Danilo Jr.	C.	11 months	T1	09223818246	Hilantagaan NHS, Sta Fe
54	Pahaganas	Elisa	G.	11 months	TIC	09322478983	Omay PS, Moalboal
55	Pamfilo	Vivas	K	2 months	TIC	09324207409	Alegria ES, Cordova
56	Pansaon	Wendelyn					Alcoy NHS, Alcoy
57	Panugaling	Gerardo	A.	1 year	TIC	09257431203	Sayaw ES, Barili 2
58	Paraiso	Josephine	M.	Less than 1 mo.	TIC	09397847997	Kangdampas ES, Barili 1
59	Pastor	Niel		1.8	TIC	09162997564	BNHS Sanlagan Ext., Badian
60	Pateres	Edito	P	1yr.&1month	Principal 1	09336245306	Pondohan ES, Boljoon
61	Pestaño	Ma. Neni	P.	2 yrs.,2 mos.	P-I	09288284996	Punta ES, San Remigio 1
62	Petralba	Cherie	M.	3 Years	HT1	09169013531	Cambunoc Elem. School, Alegria
63	PIÑOL	MALAUREN	R.	2 YRS. & 6 MOS.	TIC	09283207173	MABASA ES, Argao 2
64	Plando	Aiza					San Agustin ES, Alcoy
65	Ponsica	Enedima	O	9 months	HT1	09430608304	Amatugan ES, Tuburan 2
66	Portallo	Alberto	M	1 Year & 2 mos	TIC	09324258752	187015, Santander
67	Presbitero	Eva	O.	1.7	P1	09430720935	Pancil ES, Barili 1
68	Puentenegro	Paul	R.	1 yr., 3 mos.	TIC	09129108359	Matun-og ES, Balamban 2
69	QUIAMCO	ESTRELLITA	L.	1 Year	TIC	09255836108	CONSOLACION NHS Ext., Consolacion
70	Redoble	Flordelina	G.	2 yrs.,5 months	P1	09437030653	Basdiot ES, Moalboal
71	Refuela	Annabelle	B.	10 months	HT1	09066254358	Cabcaban ES, Barili 2

Division of Cebu Province				Position	Contact #	School Name/Address	
LAST NAME	FIRST NAME	MIDDLE NAME	# of years				
72	Requizo	Juliet	J.			Duangon ES, Balamban 2	
73	Restauero	Joselito	S.			Lingatong ES, Balamban 2	
74	Retanal	Celuna	A.	2 Yrs., 11 months	T1	09089324036	Langub ES, Sta Fe
75	Roberts	Desiree	T.	1 yr. & 1 mo.	TIC	09979209275	Rosario NHS, Aloguinsan
76	Romagos	Aireen	F.	10 mos	HT III	09323606548	Jose Malazarte ES, Tabogon
77	Romarate	Eugen					Nug-as NHS, Alcoy
78	Romeo	Pacita	M	1 yr. & 1 month	TIC	09231331253	San Antonio ES, Boljoon
79	Rosellosa	Charito	B.	1 yr.	TIC	09213627014	Libaong ES, San Remigio 2
80	Saavedra	Sebastian Rey	A	2 years	TIC	09331204965	Paulo B. Gallarde ES, Tuburan 2
81	Sabac	Josielyn	D.	10 months	HT-3	09264855435	Armena ES, Malabuyoc
82	Saban	Alice	D.	2.6	P1	09472181503	Mantayupan ES, Barili 1
83	Salocot	Wilfredo	E.	1 yr., 11 months	TIC	09330134158	Buguil ES, Moalboal
84	SALUD	2.FLORA MAY	O.	1 YR. & 1 MOS.	TIC	09285626293	PAZ E/S, Poro
85	Salvador	Magdalena	P.	2 yrs., 2 mos.	P-1	09395796868	Lawis ES, San Remigio 1
86	SARDIDO	IMELDA	S.	2 YRS. & 7 MOS.	TIC	09292130669	NUG-AS ES, Argao 2
87	Saren	Esterlita	T.	11 months	P-1	09158009130	Sorsogon NHS, Malabuyoc
88	Sayson	Jerrylyn	H.	7 mos.	HT3	09215373422	Tubod-Dugoan ES, ES
89	Serundo	Adrian	S.				Bayong ES, Balamban 2
90	SOLLANO	ARVIN	O	1 Year	TIC	09472609119	LANIPGA NHS, Consolacion

Division of Cebu Province				# of years	Position	Contact #	School Name/Address
LAST NAME	FIRST NAME	MIDDLE NAME					
91	Sonsona	Relina	S.	2 yrs & 5 mos.	P1	09167585010	Bactas ES, Catmon
92	Sun	Dannah	L	3 Years	TIC	09158631182	119700, Santander
93	Taan	Loreta	G.	TIC			Colase ES, Samboan
94	Tabanao	Donata	V.	2.11	P1	09999010268	Pangpang ES, Barili 1
95	TABOADA	RUSELL	S.	9 MONTHS	HT 1	09339540189	BOGO ELEM. SCHOOL & CAWASAN PS, Aloguinsan
96	Tac-an	Elena	S	2.3	Principal	09238370125	Sanlagan ES, Badian
97	TAMAYO	RUTH	B.	1 yr. & 2 mos.	TIC	09336128937	KAMPOOT ES, Tuburan 1
98	Tapere	Judy	R.	8 MOS.	TIC	09155450713	Liburon ES, San Fernando
99	TENCHAVEZ	EVA	A	2 Years and 7 Months	HT3	9439179238	Carmen
100	Tirol	Leo	A.	1 yr. 10 mos.	TIC	092297266743	Kansaguibo ES, Tabuelan
101	Tolomia	Carmelito	L.	8 months	HT-1	09266603269	Salmeron ES, Malabuyoc
102	Toong	Beverly	P.		TIC		Bairan ES, Asturias
103	Toong	Edsel	L.				Ubogon ES, Asturias
104	TOQUERO	MUALDEZ	Q.	3 MONTHS	HT 1	09162000075	SAKSAK ELEM. SCHOOL., Aloguinsan
105	TUYOGAN	CYRUS	L.	2 YRS AND 1 MONTH	TIC	09176119960	Cabil-isan ES, Alcantara
106	Undang	Crisologo	T.	9 months	HT1	09354026093	Tal-ot ES, Barili 2
107	Ursal	Ann	M	10 mos.	HT III	09323354494	Sambag ES, Tabogon
108	Velez	Bernardino	T.	8 mos.	TIC	09204859349	Tubod-Dugoan NHS, ES
109	Veliganio	Gervacio	C.	1 Yr., 5 months	T2	09102812893	Balidbid ES, Sta Fe

Division of Cebu Province				Position	Contact #	School Name/Address	
LAST NAME	FIRST NAME	MIDDLE NAME	# of years				
110	VESTIL	FAROLITO	B	1 YR & 15 days	TIC	09227813193	TUGBONGAN NHS, Consolacion
111	Villanueva	Maria Winelyn	Q.				Gaas ES, Balamban 2
112	Villasencio	Ellen	R.	2.11 mos.	PI	09163152450	Bacay ES
113	VILLEGAS	NATIVIDAD	A.	1 YR	HTI	09472699457	CANSUJE NHS, Argao 1
114	VILLEGAS	NEILSEN	G.	2 YRS. & 7 MOS.	TIC	09295128744	APO ES, Argao 2
115	VILLOMO	ROMELIE	A.	8 MOS.	TIC	09393577386	LINUT-ODE ES, Argao 2
116	Wagas	Wenny	L.	1 yr	TIC	09102213290	Mulao ES, Liloan
117	WAGAS	EVELYN	T.	2.3	PRINCIPAL	09166760282	LUPA ES
118	Wagas	Remedios	L.				Tagbubonga ES, Asturias
119	Ygot	Imelda	J.	3 yrs	TIC	09165510596	Somimbang ES, Daanbantayan
120	YLANAN	JULIETA	A.	1 yr. & 2 mos.	TIC	09063461408	LIPO ES, Tuburan 1
121	YLANAN	BAGAMIEL	L.	2 yrs.	TIC	09272289415	KALANGAHAN NATIONAL HS, Tuburan 1
122	Ymalay	Nanette	D.	2 yrs & 1 mo.	TIC	09222568894	Greenhills NHS, San Fernando
123	Ynoy	Reynaldo	T.				Banban ES, Asturias
124	Ysatam	Mary Joy	L.				Kaluangan 2 PS, Asturias
125	ZAMORA	JONGIE	D.	2 YRS. & 6 MOS	TIC	09477851477	BALA-AS ES, Argao 2
126	ZURITA	ZANDRO	M.	1 YR. & 8 MOS.	TIC	09198110967	ALTAVISTA E/S, Poro
127							
128							