



Republic of the Philippines

Department of Education
SCHOOLS DIVISION OF MARINDUQUE

Office of the Schools Division Superintendent

August 7, 2026

DIVISION MEMORANDUM

No. 075, s. 2026

**3rd QUARTER LEADERSHIP ENHANCEMENT FOR THE IMPLEMENTATION OF
PROGRAMS AND PROJECTS OF THE DEPARTMENT FOR CALENDAR YEAR 2026**

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Section Heads and Personnel
School Heads, Public Elementary, Secondary, and Integrated Schools
All Others Concerned

1. The Schools Division of Marinduque will conduct the 3rd Quarter Leadership Enhancement for the Implementation of Programs and Projects of the Department for Calendar Year 2026 on August 12, 2026, at the SDO Marinduque Conference Hall, Malusak, Boac, Marinduque.
2. The activity aims to:
 - a. enhance the capability of the school heads in leading the implementation of DepEd programs, projects, and activities by providing informative inputs and updates regarding various policies and guidelines;
 - b. identify specific issues and concerns of the schools in the implementation of DepEd PPAs;
 - c. provide workable and immediate solutions to issues and concerns raised by and directed to the three functional divisions, schools, and learning centers; and
 - d. facilitate discussions, agreements, planning, and actions on matters related to school management.
3. Participants in this activity are the school heads of elementary, secondary, and integrated schools, District ALS Coordinators, Section Heads, Senior Education Program Specialists, Public Schools District Supervisors, and Education Program Supervisors.
4. The participants shall no longer pay a registration fee to cover their food expenses. Hence, they are advised to bring their own food. Meanwhile, the Division Office-based participants' (including the PSDSs and District ALS) registration fee shall be charged to the Division MOOE, subject to the usual accounting and auditing rules and regulations.



Address: T. Roque St., Malusak, Boac, Marinduque
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Website: <https://depedmarinduque.com>

5. Attendance is a must. Participants shall adhere to the maximum health protocols and precautionary measures throughout the activity.
6. The host districts of the 3rd Quarter Leadership Enhancement will be Santa Cruz East and Torrijos.
7. The Division IT Unit shall assist the host with the concerns regarding sound and IT, while the designated Meeting Secretariat shall take the minutes of the meeting.
8. Please see the attached Matrix for the provisional agenda and the flow of activities.
9. Immediate dissemination of the contents of the Memorandum is highly desired.

/
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

Encl.: As stated

Reference: None

To be indicated in the Division Perpetual Index
Under the following subjects

EMPLOYEES

MEETINGS

TRAINING PROGRAMS

CID/JMC/LEIPPD 3rd Quarter/August 7, 2026



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Enclosure 1

3rd QUARTER LEADERSHIP ENHANCEMENT FOR THE IMPLEMENTATION OF PROGRAMS AND PROJECTS OF THE DEPARTMENT FOR CALENDAR YEAR 2026

Time	Topic	In-Charge
7:00 AM – 7:30 AM	Registration	LEIPPD Host Division/Unit
7:31 AM – 8:00 AM	Opening Program	c/o Host Districts
8:01 AM – 9:30 AM	LEIPPD Proper	
	Roll Call	Mrs. May Bernadeth O. Dela Rosa AOV
	Call to Order	Dr. Lynn G. Mendoza OIC, Schools Division Superintendent
	- Adoption of the Minutes of the Previous LEIPPD - Business Arising from the Minutes of the LEIPPD - Reading and Adoption of the Agenda	Dr. Mabel F. Musa Asst. Schools Division Superintendent
9:31 AM – 9:50 AM	Health Break	
9:51 AM – 10:11 AM	ASDS's Time	Dr. Mabel F. Musa Asst. Schools Division Superintendent
10:12 AM – 10:32 AM	- Updates from CID - Other Matters	Mr. John M. Chavez Chief Education Supervisor, CID
10:33 AM – 10:53 AM	- Updates from SGOD - Other Matters	Mrs. Maita M. Lazares Chief Education Supervisor, SGOD
10:54 AM – 11:14 AM	- Updates from Administrative Unit - Other Matters	Mrs. May Bernadeth O. Dela Rosa AOV
11:15 AM – 12:00 NN	SDS's Time	Dr. Lynn G. Mendoza OIC – Schools Division Superintendent
12:01 PM – 1:00 PM	Lunch Break	
1:01 PM – 5:00 PM	Retirement Program in honor of OIC-SDS Dr. Lynn G. Mendoza	