



Republic of the Philippines
Department of Education
MIMAROPA Region
SCHOOLS DIVISION OF MARINDUQUE

Department of Education
Division of Marinduque
**RECORDS SECTION
RELEASED**

Name: 02599
Signature: [Signature]
Date: JUL 30 2024 Time: _____

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

TO: Asst. Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Schools District Supervisors
Concerned Public Elementary School Heads
All Others Concerned

FROM: 
LYNN G. MENDOZA, EdD
OIC, Schools Division Superintendent

SUBJECT: **PRE-IMPLEMENTATION MEETING FOR THE CONDUCT OF
INSTRUCTIONAL LEADERSHIP TRAINING (ILT): STRENGTHENING
LEARNING CONDITIONS FOR EARLY LITERACY**

DATE: July 29, 2024

1. In furtherance of its mandate of providing capacity-building programs for public school teachers and school leaders, the National Educators Academy of the Philippines (NEAP) has embarked on a partnership with the Advancing Basic Education in the Philippines (ABC+) project aimed at improving the outcomes of early literacy, numeracy, and socio-emotional learning in the country.
2. Relative to this, the Schools Division of Marinduque, through the School Governance and Operations Division, in collaboration with the Curriculum Implementation Division, under Project Quality HRD, will conduct the Division Roll Out of Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy on August 18-23, 2024 (Batch 1) and September 1-6, 2024 (Batch 2) at the Balar Hotel and Spa, Balaring, Boac, Marinduque.
3. To ensure efficient delivery of this learning and development activity, all trainers and PMT members of the said activity shall convene for a pre-implementation meeting on August 2, 2024 from 9:30-11:00AM at the SDO Marinduque Conference Hall, Boac, Marinduque.
4. The list of trainers and PMT members are listed in *Enclosure 1: Trainers and PMT Members in the Division Roll Out of Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy*.

*"DepEd Marinduque: Heart of the Philippines.
Lead to Excel. Excel to Lead."*



Malusak, Boac, Marinduque
Email: marinduque@deped.gov.ph
Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611
Facebook Page: DepEd Marinduque

5. For clarifications, please contact Mr. Kyle David V. Atienza, Senior Education Program Specialist – Human Resource Development Section, through kyledavid.atienza@deped.gov.ph.

6. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

/SGOD-HRDS-KDA

*“DepEd Marinduque: Heart of the Philippines.
Lead to Excel. Excel to Lead.”*



Malusak, Boac, Marinduque

Email: marinduque@deped.gov.ph

Tel. No.: (042) 754-0247 • Fax No.: (042) 332-1611

Facebook Page: DepEd Marinduque

TRAINERS AND PMT MEMBERS

*Division Roll Out of Instructional Leadership Training (ILT):
Strengthening Learning Conditions for Early Literacy*

| NAME | POSITION | SCHOOL/OFFICE | ROLE |
|---------------------------|-------------------|----------------------|-------------|
| 1. Ma. Leonora D. Imperio | Principal II | Alobo ES | Trainer |
| 2. Norman P. Romasanta | Principal I | Malibago ES | Trainer |
| 3. Erlan M. Maming | Principal III | Gasán CS | Trainer |
| 4. Jake C. Yao | Master Teacher II | Mogpog CS | Trainer |
| 5. John M. Chavez | CES | CID | Trainer/PMT |
| 6. Florie M. Regencia | EPS | CID | Trainer |
| 7. Myra R. Labay | PSDS | Boac South District | Trainer |
| 8. Aurea L. Mazo | PSDS | Boac North District | Trainer |
| 9. Maridel G. Lincallo | PSDS | Buenavista District | Trainer |
| 10. Ma. Cecilia S. Manay | CES | SGOD | PMT |
| 11. Kyle David V. Atienza | SEPS | SGOD | PMT |
| 12. Fretzie P. Alcantara | SEPS | SGOD | PMT |
| 13. Abet R. Faundo | EPS II | SGOD | PMT |
| 14. Rey R. Raymundo | EPS II | SGOD | PMT |
| 15. Kelvin J. Labaguis | ICT Staff | OSDS | PMT |

/SGOD-HRDS-KDA

*“DepEd Marinduque: Heart of the Philippines.
Lead to Excel. Excel to Lead.”*

