



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



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

DATE: September 16, 2024

1. In furtherance of its mandate of providing capacity-building programs for public school teachers and school leaders and in improving the outcomes of early literacy, numeracy, and socio-emotional learning in the country, the Schools Division of Marinduque, through the School Governance and Operations Division, in collaboration with the Curriculum Implementation Division, under Project Quality HRD, has conducted 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.
2. **To discuss the Levels 1 and 2 M&E results and ways forward relative to the Level 3 M&E activities, all Public School District Supervisors, trainers, and PMT members of the said L&D activity shall convene for a post-implementation meeting on September 26, 2024 from 9:30-11:00AM via Google Meet.** The meeting link will be sent to the official communication platform intended for the said training.
3. The names of target attendees are listed in *Enclosure 1: Target Attendees for the Post-Implementation Meeting for the Conduct of Instructional Leadership Training (ILT) Strengthening Learning Conditions for Early Literacy.*
4. Immediate dissemination of and strict compliance with the contents of this Memorandum are desired.

/SGOD-HRDS-KDA

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**TARGET ATTENDEES**

*Post-Implementation Meeting for the Conduct of Instructional Leadership Training (ILT)  
Strengthening Learning Conditions for Early Literacy*

NAME	POSITION	SCHOOL/OFFICE	ROLE
1. Mrs. Ma. Cecilia S. Manay	CES	SGOD	PMT
2. Mr. Kyle David V. Atienza	SEPS	SGOD	PMT
3. Dr. Fretzie P. Alcantara	SEPS	SGOD	PMT
4. Mr. Abet R. Faundo	EPS II	SGOD	PMT
5. Mr. Rey R. Raymundo	EPS II	SGOD	PMT
6. Mr. Kelvin J. Labaguís	Clerk I	OSDS	PMT
7. Mr. John M. Chavez	CES	CID	Trainer/PMT
8. Mrs. Ma. Leonora D. Imperio	Principal II	Alobo ES	Trainer
9. Mr. Norman P. Romasanta	Principal I	Malibago ES	Trainer
10. Mr. Erlan M. Maming	Principal III	Gasán CS	Trainer
11. Mr. Jake C. Yao	Master Teacher II	Tapuyan ES	Trainer
12. Mrs. Florie M. Regencia	EPS	CID	Trainer/EPS for Literacy
13. Mrs. Jelly L. Sore	EPS	CID	EPS for Literacy
14. Mr. Romualdo O. Magculang	EPS	CID	EPS for Kindergarten
15. Mrs. Myra R. Labay	PSDS	Boac South District	Trainer/PSDS
16. Mrs. Aurea L. Mazo	PSDS	Boac North District	Trainer/PSDS
17. Mrs. Maridel G. Lincallo	PSDS	Buenavista District	Trainer/PSDS
18. Mr. Warlito P. Constantino	PSDS	Mogpog District	PSDS
19. Dr. Elvin C Perlas	PSDS	Gasán District	PSDS
20. Dr. Dingson A. De Sena	PSDS	Torrijos District	PSDS
21. Dr. Joven M. Mogol	PSDS	Torrijos District	PSDS
22. Dr. Jay P. Peña	PSDS	Sta. Cruz East District	PSDS
23. Dr. Maria Lourdes P. Ricohermoso	PSDS	Sta. Cruz North District	PSDS
24. Mrs. Constanca R. Vasco	PSDS	Sta. Cruz South District	PSDS

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