



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

Office of the Schools Division Superintendent

Department of Education
Division of Marinduque

RECORDS SECTION
RELEASED

Name: 004170

Signature: [Signature]

Date: OCT 28 2024 Time: _____

DIVISION ADVISORY

October 28, 2024

*In compliance with DepEd Order No 8, s. 2013, title
Policy Guidelines on Regulating the Issuance of DepEd Advisories
This Advisory is issued not for endorsement per DO No. 28, s. 2001
but only for the information of DepEd Officials, employees/staff
as well as the concerned public.*

**4TH QUARTER LEADERSHIP ENHANCEMENT FOR THE IMPLEMENTATION OF
PROGRAMS AND PROJECTS OF THE DEPARTMENT FOR CALENDAR YEAR 2024**

In view of the Division Memorandum No. 079, s. 2024 dated October 17, 2024 titled 4th Quarter Leadership Enhancement for the Implementation of Programs and Projects of the Department for Calendar Year 2024, please be informed of the new schedule of the said activity from October 29 (Elementary) and 30 (Secondary), 2024 to October 29, 2024 (Elementary and Secondary), for information and reference of all concerned.

Immediate dissemination of this Advisory is desired.

LYNN G. MENDOZA, EdD
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

*"Marinduque Heart of the Philippines
Lead to Excel, Excel to Lead"*



Malusak, Boac, Marinduque

Email: marinduque@deped.gov.ph

•Tel. No.: (042) 754-0427 •Fax No.: (042) 332-1611



POSTED
OCT 25 2024

Department of Education
Division of Marinduque
RECORDS SECTION
RELEASED 004166
Name: _____
Signature: *[Signature]*
Date: OCT 25 2024

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

Office of the Schools Division Superintendent

October 17, 2024

DIVISION MEMORANDUM

No. 079, s. 2024

4th QUARTER LEADERSHIP ENHANCEMENT FOR THE IMPLEMENTATION OF PROGRAMS AND PROJECTS OF THE DEPARTMENT FOR CALENDAR YEAR 2024

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

1. With the emerging trends in the basic education and in view of the implementation of MATATAG Curriculum, the Schools Division of Marinduque will hold its **4th Quarter Leadership Enhancement for the Implementation of Programs and Projects of the Department for Calendar Year 2024** at the SDO Marinduque Conference Hall on October 29 (Elementary) and October 30 (Secondary), 2024.

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; and
c. provide workable and immediate solutions to issues and concerns.

3. Participants are 44 Schools Division Office Personnel (ExeCom Members, Education Program Supervisors, Public Schools District Supervisors, Senior Education Program Specialists, and Section Heads, 183 Elementary School Heads, 46 Secondary School Heads, and nine (9) District ALS Coordinators.

4. The participants shall pay a registration fee of Php 400.00 to defray expenses on food. The registration fee of school heads shall be charged to School MOOE while that of Division

*"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 Tayo Marinduque

Office-based participants (including the PSDSs and District ALS) shall be charged to the Division MOOE subject to the usual accounting and auditing rules and regulations.

5. To minimize the hassle of paying for the registration on the day of the activity and to facilitate the required procurement process, all participants from schools are instructed to **pre-register at the Cash Section of the Schools Division Office on or before October 23, 2024.**


6. Attendance is a **must**. Participants must observe maximum health protocols and precautionary measures throughout the activity.

7. The host of the 4th Quarter Leadership Enhancement will be Gasan and Buenavista Districts.

8. The Division IT Unit shall assist the host on the concerns regarding sounds and IT while the designated Meeting Secretariat shall take the minutes of the meeting.

9. Please see attached Matrix for the provisional agenda and the flow of activities,

10. 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

MANAGEMENT COMMITTEE PERSONNEL TRAINING

*"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 Tayo Marinduque

Enclosure 1

4th QUARTER LEADERSHIP ENHANCEMENT FOR THE IMPLEMENTATION OF PROGRAMS AND PROJECTS OF THE DEPARTMENT FOR CALENDAR YEAR 2024

Time	Topic	In-Charge
7:00 AM – 7:30 AM	Registration	LEIPPD Host Division/Unit
7:30 AM – 8:00 AM	Opening Program	c/o Host Districts
8:00 AM – 9:30 AM	LEIPPD Proper	
	Roll Call	Mrs. Maridell F. Hermosa AO IV
	Call to Order	Dr. Lynn G. Mendoza OIC, Schools Division Superintendent
	<ul style="list-style-type: none"> • 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 ASDS
9:30 AM – 9:45 AM	<ul style="list-style-type: none"> • Health Break 	
9:45 AM – 11:00 AM	<ul style="list-style-type: none"> • Superintendent's Time • Updates from the Regional MANCOM Meeting • Other Matters 	Dr. Lynn G. Mendoza OIC, Schools Division Superintendent
11:00 AM – 12:00 PM	<ul style="list-style-type: none"> • ASDS's Time 	Dr. Mabel F. Musa ASDS
12:00 PM – 1:00 PM	<ul style="list-style-type: none"> • Lunch Break 	
1:00 PM – 2:00 PM	<ul style="list-style-type: none"> • Updates from CID • Other Matters 	Mr. John M. Chavez Chief, CID
2:00 PM – 3:00 PM	<ul style="list-style-type: none"> • Updates from SGOD • Other Mattera 	Mrs. Ma. Cecilia S. Manay Chief, SGOD
3:00 PM – 4:00 PM	<ul style="list-style-type: none"> • Updates from Administrative Services 	Mrs. Maridell F. Hermosa AO IV
4:00 PM – 4:45 PM	<ul style="list-style-type: none"> • Updates from Finance Services 	Mrs. Arlene M. Marasigan AO V, Budget
4:45 – 5:00 PM	<ul style="list-style-type: none"> • Adjournment 	

*"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 Tayo Marinduque