



Republic of the Philippines  
**Department of Education**  
Region III



**Office of the Schools Division  
Superintendent**

September 10, 2020

DIVISION MEMORANDUM

No. 211 s. 2020

**DIVISION WEBINAR-WORKSHOP ON NEW NORMAL IN SCHOOL MANAGEMENT**

To: OIC- Asst. Schools Division Superintendent  
OIC-Chief CID  
Chief Education Supervisor - SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
All Public Elementary and Secondary School Heads

1. The Curriculum Implementation Division (CID) will conduct a two-day webinar on September 16-17, 2020 entitled "***Division Webinar-Workshop on New Normal in School Management***," a training/workshop on the provision of online/virtual technical assistance to School Heads. This webinar will focus on all forms of online or virtual professional help, guidance or support to school heads and school leaders to capacitate them to be more effective in the performance of their functions. It is an active process with steps to follow, tools to use and process consultations. It is also a journey, reminding the school leaders of their prime responsibility and accountability as well as respecting their capability and pace in an entirely different setting. With the new paradigm shift under the new normal, the webinar's concentration on technical assistance will be more on coaching, guiding and empowering.
2. The objective is to equip school leaders with the qualities in:
  - a. leading from within the new normal technical assistance;
  - b. providing technical assistance in school management;
  - c. managing learning resources in time of pandemic;
  - d. utilizing interactive tools in school management; and
  - e. revisiting the school learning continuity plan.
3. The scheduled training will be done using Google Meet with this link: [meet.google.com/xix-tpjp-kxm](https://meet.google.com/xix-tpjp-kxm)
4. Enclosed is the Training Matrix and the List of Participants.
5. Attendance of all concerned is a must.
6. Immediate and wide dissemination of this Memorandum to all concerned is desired.

*[Signature]*

**MA. IRELYN P. TAMAYO, PhD. CESE**  
Assistant Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent *[Signature]*

cid/amdm-psds/c1



CN 2020 - 264  
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**SCHOOLS DIVISION OF ANGELES CITY**

| No. | <b>CLUSTER 1<br/>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING</b> |                     |                 |                      |
|-----|---|---------------------|-----------------|----------------------|
|     | <b>FACILITATORS</b>   | <b>PARTICIPANTS</b> | <b>POSITION</b> | <b>SCHOOL/OFFICE</b> |
| 1   | ANA MERLA D. MAGTOTO  |                     | PSDS            | CID OFFICE           |
| 2   |   | EDNA V. TONGOL      | PRINCIPAL IV    | ANGELES ES           |
| 3   |   | ESPERANZA G. NABONG | PRINCIPAL I     | ABELARDO G. TINIO ES |
| 4   |   | NINO P. ARCEO       | PRINCIPAL I     | PINEDA GUTIERREZ ES  |
| 5   |   | ZENAIDA D. QUIAMBAO | PRINCIPAL I     | JOSEP. DIZON ES      |
| 6   |   | ELVIRA P. GUINA     | HT-II           | MINING ES            |
| 7   |   | LUDIVINA D. MALLARI | HT-I            | BELEN HOMESITE ES    |

| No. | <b>CLUSTER 2<br/>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING</b> |                         |                 |                      |
|-----|---|-------------------------|-----------------|----------------------|
|     | <b>FACILITATORS</b>   | <b>PARTICIPANTS</b>     | <b>POSITION</b> | <b>SCHOOL/OFFICE</b> |
| 8   | CEZAR M. HERNANDEZ  |                         | PSDS            | CID OFFICE           |
| 9   |   | ROWENA P. KHOO          | PRINCIPAL I     | PULUNGBULU ES        |
| 10  |   | JOEL E. MASANGKAY       | PRINCIPAL II    | CUTUD ES             |
| 11  |   | NENETH C. TUAZON        | PRINCIPAL I     | ENRICA SANDICO ES    |
| 12  |   | JENNIFER S. QUIAZON     | HT-III          | SAN IGNACIO ES       |
| 13  |   | ALFREDO F. MANLAPAZ JR. | PRINCIPAL I     | DAMIS                |
| 14  |   | LAURA C. PARAS          | PRINCIPAL I     | SAPALIBUTAD ES       |

| No. | <b>CLUSTER 3<br/>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING</b> |                     |                 |                      |
|-----|---|---------------------|-----------------|----------------------|
|     | <b>FACILITATORS</b>   | <b>PARTICIPANTS</b> | <b>POSITION</b> | <b>SCHOOL/OFFICE</b> |
| 15  | LEONIDA K. QUINTO, PhD.   |                     | PSDS            | CID OFFICE           |
| 16  |   | RICHARD U. AYSON    | PRINCIPAL II    | PULUNG CACUTUD ES    |
| 17  |   | NENITA H. ORQUIA    | PRINCIPAL II    | CLEMENDES            |
| 18  |   | EMELITA C. GOMEZ    | PRINCIPAL II    | SALAPUNGAN ES        |
| 19  |   | AIZA G. LUGTU       | PRINCIPAL I     | MARISOL BLISS ES     |
| 20  |   | HELEN G. JUGUILON   | PRINCIPAL III   | EPZA ES              |



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| No. | CLUSTER 4<br>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING |                    |              |                |
|-----|---|--------------------|--------------|----------------|
|     | FACILITATORS  | PARTICIPANTS       | POSITION     | SCHOOL/OFFICE  |
| 21  | ANASTACIA NIMFA P. AQUINO, EdD  |                    | PSDS         | CID OFFICE     |
| 22  |   | MELODY M. VELASCO  | PRINCIPAL II | STA. MARIA ES  |
| 23  |   | HELEN T. CAHULOGAN | PRINCIPAL I  | A.G. TINIO ES  |
| 24  |   | ARIEL B. TAYAG     | PRINCIPAL I  | SITIO PADER ES |
| 25  |   | JAYSON B. TORRES   | PRINCIPAL I  | VDRES          |

| No. | CLUSTER 5<br>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING |                        |               |                    |
|-----|---|------------------------|---------------|--------------------|
|     | FACILITATORS  | PARTICIPANTS           | POSITION      | SCHOOL/OFFICE      |
| 26  | REMEDIOS M. FLORES, PhD.  |                        | PSDS          | CID OFFICE         |
| 27  |   | MARIA TARA D. CLEMENTE | PRINCIPAL IV  | STO. ROSARIO ES    |
| 28  |   | EDWENETO L. BONGO      | PRINCIPAL III | LNWES              |
| 29  |   | VILMA B. LIAO          | PRINCIPAL II  | M. NEPOMUCENO ES   |
| 30  |   | FREDERICK M. SIMBULAN  | PRINCIPAL I   | CUTCUT ES          |
| 31  |   | MARY ANN D. MANLAPAZ   | HT-II         | DPHMS              |
| 32  |   | LUCKY PAUL M. DAVID    | HT-I          | LEONCIA VILLAGE ES |
| 33  |   | MARILYN B. DINGAL      | PRINCIPAL I   | ES                 |

| No. | CLUSTER 6<br>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING |                      |               |                        |
|-----|---|----------------------|---------------|------------------------|
|     | FACILITATORS  | PARTICIPANTS         | POSITION      | SCHOOL/OFFICE          |
| 34  | AGNES G. MANABAT, EdD.  |                      | PSDS          | CID OFFICE             |
| 35  |   | WILLIAMSON G. CANLAS | PRINCIPAL III | STA. TERESITA ES       |
| 36  |   | ALMIRA S. MENDOZA    | PRINCIPAL I   | ALBERTO G. PABALAN ES  |
| 37  |   | MARIANNE D. PINEDA   | PRINCIPAL I   | AIRFORCE CITY ES       |
| 38  |   | ELIZA P. BUAN        | PRINCIPAL I   | EDILBERTO M. GANZON ES |
| 39  |   | ALAN B. NACU         | HT-II         | CUAYAN ES              |



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| No. | CLUSTER 7<br>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING |                     |              |                   |
|-----|---|---------------------|--------------|-------------------|
|     | FACILITATORS  | PARTICIPANTS        | POSITION     | SCHOOL/OFFICE     |
| 40  | ORLENE S. SANTOS  |                     | PSDS         | CID OFFICE        |
| 41  |   | ANNABELLE P. NUCUM  | PRINCIPAL IV | GUECO BALIBAGO ES |
| 42  |   | RITA A. DALUSUNG    | PRINCIPAL II | PAMPANG ES        |
| 43  |   | VICTORIA G. TORRES  | PRINCIPAL I  | SAPNGBATO ES      |
| 44  |   | ENRIQUE P. CAPULONG | PRINCIPAL I  | TACONDO ES        |

| No. | CLUSTER 8<br>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING |                         |              |                  |
|-----|---|-------------------------|--------------|------------------|
|     | FACILITATORS  | PARTICIPANTS            | POSITION     | SCHOOL/OFFICE    |
| 45  | WILVENILO C. CALMA  |                         | PSDS         | CID OFFICE       |
| 46  |   | IMELDA S. GOZUN         | PRINCIPAL I  | MALABANIAS IS    |
| 47  |   | ARIEL T. PEREZ          | PRINCIPAL I  | NORTHVILLE 15 IS |
| 48  |   | MARIA CAROLINA C. VIRAY | PRINCIPAL I  | STO. DOMINGO IS  |
| 49  |   | ERICSON P. CABRERA      | PRINCIPAL II | GRLLIS           |
| 50  |   | ALLAN TRAQUINA          | PRINCIPAL I  | AMSIC IS         |

| No. | CLUSTER 9<br>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING |                    |              |               |
|-----|---|--------------------|--------------|---------------|
|     | FACILITATORS  | PARTICIPANTS       | POSITION     | SCHOOL/OFFICE |
| 51  | AMANDO C. YUTUC, PhD.   |                    | PSDS         | CID OFFICE    |
| 52  |   | HERMES P. VARAGAS  | PRINCIPAL II | FGNMHS        |
| 53  |   | ELMER S. DAYRIT    | PRINCIPAL II | ACNTS         |
| 54  |   | HILDA N. GARCIA    | PRINCIPAL II | BVRHS         |
| 55  |   | LUTGARDA DE JESUS  | HT II        | BVRHS-SHS     |
| 56  |   | LARRY JUNE LOBO    | PRINCIPAL I  | ACSHS         |
| 57  |   | JENNIFER Y. SANTOS | PRINCIPAL II | CMRICTHS      |



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| No. | <b>CLUSTER 10<br/>NAMES OF SCHOOL HEADS AND HEAD TEACHERS ATTENDING THE CLUSTER TRAINING</b> |                       |                 |                      |
|-----|--|-----------------------|-----------------|----------------------|
|     | <b>FACILITATORS</b>  | <b>PARTICIPANTS</b>   | <b>POSITION</b> | <b>SCHOOL/OFFICE</b> |
| 58  | WALTER C. ESTABILLO, EdD   |                       | PSDS            | CID OFFICE           |
| 59  |  | AMELITA L. PINEDA     | PRINCIPAL II    | ACNHS JHS            |
| 60  |  | LEONORA Z. AGUSTIN    | OIC-HT-V        | ACNHS-SHS            |
| 61  |  | CAZARINA L. DAVID     | PRINCIPAL I     | ACSCI JHS/SHS        |
| 62  |  | MARJORIE D. LACSON    | PRINCIPAL I     | DCNDSMHS             |
| 63  |  | PRISCILLA C. CABUQUIT | PRINCIPAL IV    | RLLMHS JHS           |
| 64  |  | NERISSA N. VALDEZ     | OIC HT-VI       | RLLMHS SHS           |
| 65  |  | MA. LUINA G. RIVERA   | PRINCIPAL I     | SBNHS JHS/SHS        |

| No. | <b>DIVISION PERSONNEL, TEACHING AND NON TEACHING</b> |  |  |  |
|-----|--|--|--|--|
|     |  |  | <b>POSITION</b>                          | <b>SCHOOL/OFFICE</b>                         |
| 66  | MA. IRELYN P. TAMAYO PhD, CESE                       |  | OIC-SDS                                  | OSDS OFFICE                                  |
| 67  | FERNANDINA P. OTCHENGCO PhD, CESE                    |  | OIC-ASDS                                 | OSDS OFFICE                                  |
| 68  | EMILY SARMIENTO                                      |  | EPS-I LRMDs                              | CID OFFICE                                   |
| 69  | ARCELY GARCIA  |  | HRD Senior Education Program Specialist  | SGOD OFFICE                                  |
| 70  | GLENN P. SARMIENTO                                   |  | SM&E Senior Education Program Specialist | SGOD OFFICE                                  |
| 71  | NOEL S. REGANIT                                      |  | PDO II                                   | CID OFFICE                                   |
| 72  | DENNIS BAUTISTA                                      |  | Librarian                                | CID OFFICE                                   |
| 73  | AVENEIR V. MENDOZA                                   |  | ITO I                                    | SGOD OFFICE                                  |
| 74  | LITHOS STO. DOMINGO                                  |  |  | SAPANGBATO HS                                |
| 75  | MYLENE BALAGTAS                                      |  |  | Angeles City Science High School             |
| 76  | NORMITA PINEDA                                       |  |  | Dr. Clemente N. Dayrit Sr. Elementary School |
| 77  | EMMANUEL MUSNI                                       |  |  | Gueco Balibago Elementary School             |
| 78  | MARIA LUCIA NUQUI                                    |  |  | Francisco G. Nepomuceno Memorial High School |
| 79  | JAYSON EVARISTO                                      |  |  | Sta. Teresita Elementary School              |
| 80  | BENEDICK DANIEL YUMUL                                |  |  | Angeles City National Trade School           |



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|     |                        |  |  |  |
|-----|------------------------|--|--|--|
| 81  | ANA MARIE CASTANEDA    |  |  | Amsic Integrated School                      |
| 82  | LOLITA BAUTISTA        |  |  | Angeles City Science High School             |
| 83  | LENNIE CONCENGCO       |  |  | Sta. Teresita Elementary School              |
| 84  | JANET LINGAT           |  |  | Francisco G. Nepomuceno Memorial High School |
| 85  | SHIRLEY PINEDA         |  |  | Francisco G. Nepomuceno Memorial High School |
| 86  | RINA LYN TOLENTINO     |  |  | Angeles Elementary School                    |
| 87  | LUISA OCAMPO           |  |  | Angeles City National High School            |
| 88  | RUTH DELA CRUZ         |  |  | Angeles City National High School            |
| 89  | VICTORIA TAN           |  |  | Angeles City National High School            |
| 90  | MARICEL CASTRO         |  |  | Salapungan Elementary School                 |
| 91  | HANNAH ALYSSA P. URCIA |  |  | Sto. Rosario Elementary School               |
| 92  | ADRIAN P. TAMAYO       |  |  | Angeles City National High School            |
| 93  | VILMA B. PANELA        |  |  | Angeles City National High School            |
| 94  | GLENDA NAGUIT          |  |  | Angeles City National High School            |
| 95  | ELENOR MENDOZA         |  |  | Angeles City National High School            |
| 96  | KAREN F. CANLAPAN      |  |  | Angeles City Senior High School              |
| 97  | ANA MARIE ENRIQUEZ     |  |  | Angeles City National Trade School           |
| 98  | ALMA FLOR DAVID        |  |  | Rafael L. Lazatin Memorial High School       |
| 99  | REDIM REYES            |  |  | Francisco G. Nepomuceno Memorial High School |
| 100 | MICHAEL H. SALINAS     |  |  | Bonifacio V Romero High School               |
| 101 | JAIMEE PANGILINAN      |  |  | Angeles City National High School            |
| 102 | PERCIVAL Y. CAPITULO   |  |  | Angeles City National Trade School           |
| 103 | REGGIE CRUZ            |  |  | Northville 15 Integrated School              |
| 104 | CRISTIAN F. DAVID      |  |  | Angeles City Science High School             |
| 105 | ARNIE L. GUEVARRA      |  |  | Angeles City Science High School             |
| 106 | ARVIN M. PARAS         |  |  | Francisco G. Nepomuceno Memorial High School |
| 107 | ROSE BAYONITO          |  |  | Division of Angeles City                     |
| 108 | ARVIN PARAS            |  |  | FG Nepomuceno                                |



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Detailed program or course matrix:

| TIME            | ACTIVITY  | RESOURCE<br>SPEAKERS/FACILITATORS     |
|-----------------|---|---------------------------------------|
| DAY 1           |   |                                       |
| 7:30-8:00       | Registration  |                                       |
| 8:00- 8:30 am   | Mini-Opening Program  | District Instructional Management     |
|                 | Opening Prayer  |                                       |
|                 | Roll- Call/ Attendance Check/Rationale                              |                                       |
| 8:30 -10:30 am  | Leading from Within in the New Normal                               | SDS Ma. Irelyn P. Tamayo PhD,<br>CESE |
| 10:40- 12:00 nn | Managing Learning Resources in the New Normal                       | Emily F. Sarmiento PhD.<br>EPS-LRMDS  |
| 12:00-1:00      | LUNCH BREAK   |                                       |
| 1:00-5:00       | Break Out Session per Cluster<br>Workshop Proper/Reflection Writing | District Instructional Management     |

| TIME           | ACTIVITY                               | RESOURCE<br>SPEAKERS/FACILITATORS       |
|----------------|--|---|
| DAY 2          |  |   |
| 7:30-8:00      | Registration                           |   |
| 8:00-8:15am    | Management of Learning                 | District Instructional Management       |
| 8:15-10:30 am  | Interactive Tools in School Management | Amando C. Yutuc PhD.<br>PSDS, Cluster 9 |
| 10:30-12:00 nn | Workshop Proper/Breakout Session       | District Instructional Management       |
| 12:00-1:00 pm  | LUNCH BREAK                            |   |
| 3:30 – 4:30 pm | Presentation of Outputs                |   |
| 4:30-5:00 pm   | Closing Program                        |   |