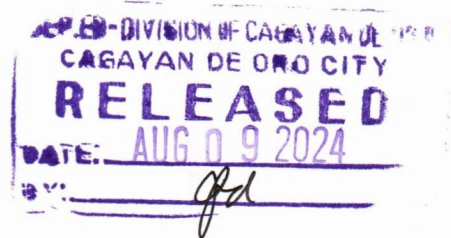




Republic of the Philippines
Department of Education
REGION X

SCHOOLS DIVISION OF CAGAYAN DE ORO CITY

Office of the Schools Division Superintendent



8 August 2024

DIVISION MEMORANDUM

No. JW s.2024

CAPACITY BUILDING FOR EFFECTIVE PARTNERSHIP FOR SECONDARY SCHOOL LEADERS

TO: Assistant Schools Division Superintendent
All Secondary Public School Heads
Technical Working Group (TWG)
This Division

1. The Department of Education (DepEd) Division of Cagayan de Oro City will conduct a whole day capacity building for effective partnership for secondary school leaders on **August 23, 2024**. This activity aims to strengthen partnership and ensure that the decision-making process is shared and build trust and sense of responsibility among stakeholders.
2. There shall be only one (1) school head who will represent each school to join the activity, preferably the lead principal.
3. Venue of the training will be announced in a separate memorandum.
4. In adherence to Equal Opportunity Policy (EOP), inclusive and fair treatment are accorded to all participants regardless of age, gender, sexual orientation, disability, religion and ethnicity.
5. Immediate dissemination and compliance to this memorandum is required.

ROY ANGELO E. GAZO
Schools Division Superintendent

Encl.: As stated

Reference: None

To be indicated in the Perpetual Index
under the following subjects:

TRAINING

RHL / DM – capacity building for effective partnership for secondary school
August 8, 2024



Address: Fr. William F. Masterson Ave., Upper Balulang, Cagayan de Oro City
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Building Effective Partnerships: Strategies for Secondary School Leaders

Program Matrix						
Day/Time	Session Objectives	Outputs	Topic/ Content Highlights	Methodology	Person In-Charge	Resources Needed
August 23, 2024						
7:30-8:00	Registration					
8:00-9:00	* Opening Ceremony *Explain the Rationale of the training-workshop *orientation on House Rules. Norms Opening remarks Message		Rationale House rules/norms Safety and Security orientation	Invocation National Anthem Messages	TWG	Projector Slides AVP
9:00-10:30	Value the essence of being a leader	Self-reflection of being a leader	Leadership is made not born	Presentation Discussion	Romeo B. Aclo OIC/Assistant SGOD Chief	Slides Projector Laptop
10:30-12:00	Discuss the roles and Functions of the School Heads	Self-assessment of the roles and functions	Roles and Functions of School Heads	Presentation Discussion	Roy Angelo E. Gazo SDS	Slides Projector laptop
12:00-1:00	Lunch					
1:00-2:00	Identify Philippine Professional Standards for School Heads (PPSSH) indicators	Presentation of outputs by group	The Philippine Professional Standards for School Heads (PPSSH)	Presentation Discussion	Derrold Marl S. Aves SEPS	Slides Projector laptop
2:00-3:00	Maximizing the utilization of MOOE	Drafted the utilization of MOOE	Utilization of MOOE	Presentation Discussion	Arnel A. Calubag Accountant III	Slides Projector Laptop
3:00-4:00	Synergize Building Effective Partnerships	Valuing one's strength in partnership	Building Effective Partnerships	Presentation Discussion	Elizer O. Teruel School Head Regional Science High School	Slides Projector laptop
4:00- 5:00	Closing Program					



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TWG Workforce

1. Roy E. Gazo- Over all Chairman
2. Audie S. Borress- Co-Chairman
3. Jean S. Macasero – Member
4. Rosalio R. Vitorillo- Member
5. Romeo B. Aclo- Facilitator
6. Jinky M. Arnejo – Facilitator
7. Elizer O. Teruel – Program Manager
8. Rommiel S. Vallente – Physical Committee
9. Atty. Laurence Del Puerto – Member
10. Loredelle L. Tacandong – Secretariat
11. Roy H. Lumban – Secretariat
12. Mary Caress T. Galono - Emcee
13. Vanessa Martinez- Program Committee
14. Karl O. Salise – Certificates Committee
15. Karen Agcopra – Member
16. Christian Gem Pimentel – ICT in-charge
17. Wilfredo L. Belono – ICT in-charge



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