

Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the  
Schools Division Superintendent

30 June 2025

DIVISION MEMORANDUM  
No. 218, s. 2025

**CHANGE OF SCHEDULE FOR INSTRUCTIONAL LEADERSHIP TRAINING (ILT) FOR  
MASTER TEACHERS**

To: **KAREN ROSE A. SERRANIA, SEPS-HRD**  
**PUREZA B. OCO, MT-II, Molugan CS**  
**CRISTINE G. MAESTRE, MT-I, PSB ES**  
**JANEVE I. CABALLA, MT-I, Taytay ES**  
**All Elementary School Heads**  
**All Secondary School Heads**  
**All Others Concerned**  
This Division

1. Pursuant to RM 434, s.2025 Re: Change of Schedule for Instructional Leadership Training for Master Teachers, this Office informs the new schedule of the aforesaid training on July 14-July 18 at NEAP R-10, Lapasan, Cagayan de Oro City.
2. Further, the pre-work for the Program Management Team and Learning Facilitators is scheduled on July 7-8, 2025. Please see attached regional memorandum for the list of participants and schedule of activities.
3. School heads are reminded to systematically arrange classes of teachers attending the training to ensure no disruption of classes and ensure continued learning.
4. This Memorandum also serves as the *Official Authority to Travel* of the identified participants.
5. The Office shall adhere to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.
6. For guidance and strict compliance.

**RANDOLPH B. TORTOLA**  
Schools Division Superintendent

To be indicated in the Perpetual Index  
under the following subjects:  
SGOD/KRAS/hrd ILT



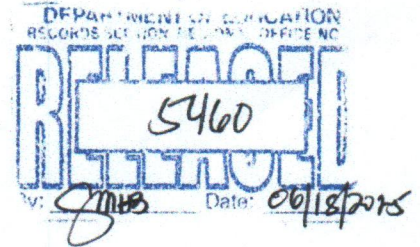
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Republic of the Philippines  
**Department of Education**  
REGION X - NORTHERN MINDANAO



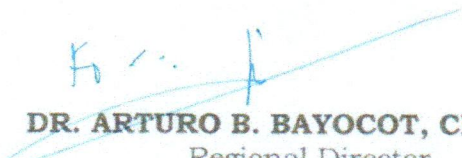
June 17, 2025

REGIONAL MEMORANDUM  
No. 434, s. 2025

CHANGE OF SCHEDULE FOR INSTRUCTIONAL LEADERSHIP  
TRAINING (ILT) FOR MASTER TEACHERS

To: Assistant Regional Director  
Schools Division Superintendents  
Chief Education Supervisors, CID and SGOD  
HRD Senior Education Program Specialists  
All Others Concerned

1. The Instructional Leadership Training (ILT) for Master Teachers scheduled on June 30 – July 4, has been postponed to July 14 – July 18.
2. Likewise, the pre-work for the Program Management Team (PMT) and Regional Technical Working Group (RTWG) Members scheduled on June 19 – 20 has also been postponed to July 7-8.
3. A post-work activity will also be conducted for PMT and RTWG members on July 21-22.
4. Attached is the updated list of participants, PMT, and administrative details related to this activity.
5. All other items in the previous issuance remain in effect.
6. This Office directs the immediate and wide dissemination of this Memorandum.

  
**DR. ARTURO B. BAYOCOT, CESO III**  
Regional Director

ATCH.: As stated  
To be indicated in the Perpetual Index  
under the following subjects:

SCHOOLS DIVISION TRAININGS

RE: Change of Schedule for Instructional Leadership Training (ILT) for Master Teachers

HRDD/mdltn

**CONDUCT OF INSTRUCTIONAL LEADERSHIP TRAINING (ILT)  
FOR MASTER TEACHERS  
Cagayan de Oro City | July 14 - 18, 2025**

**LIST OF PROGRAM MANAGEMENT TEAM**

|   | <b>Name</b>           | <b>Position</b> | <b>Office</b>               | <b>Station</b>       |
|---|-----------------------|-----------------|-----------------------------|----------------------|
| 1 | Enerio E. Ebisa       | Chief EPS       | HRDD                        | Regional Office      |
| 2 | Rebecca P. Postrano   | EPS             | HRDD                        | Regional Office      |
| 3 | Annalyn Salcedo       | EPS             | QAD                         | Regional Office      |
| 4 | Ranie Livero Villamin | EPS             | HRDD                        | Regional Office      |
| 5 | Michael Dave B. Tan   | EPS-II          | HRDD                        | Regional Office      |
| 6 | Shirley Ampo          | ADAS-II         | HRDD                        | Regional Office      |
| 7 | Owen Niko Baylan      | School Head     | Maribojoc Integrated School | SDO Misamis Oriental |
| 8 | Monella Mae Galos     | EPS-II          | HRDD                        | Regional Office      |

**LIST OF LEARNING FACILITATORS**

|    | <b>Name</b>              | <b>Position</b> | <b>SDO</b>         |
|----|--------------------------|-----------------|--------------------|
| 1  | Said Macabago            | PSDS            | Bukidnon           |
| 2  | Prescilla Rebaya         | MT II           | Bukidnon           |
| 3  | Mark John Gabule         | MT II           | Cagayan de Oro     |
| 4  | Airene Suan              | MT II           | Cagayan de Oro     |
| 5  | Vissie A. Casero         | MT I            | Camiguin           |
| 6  | Karen Rose Serrania      | SEPS            | El Salvador        |
| 7  | Mitchel Rodriguez        | EPS             | Gingoog            |
| 8  | Norma S. Torreon         | Principal I     | Gingoog            |
| 9  | Irene Quilang            | MT I            | Iligan             |
| 10 | Marilyn Cajeta           | Principal I     | Iligan             |
| 11 | Carol R. Balwit          | EPS             | Lanao del Norte    |
| 12 | Maria Eva Edon           | EPS             | Lanao del Norte    |
| 13 | Mary Jane Ramo           | Principal I     | Misamis Occidental |
| 14 | Emma E. Abregana         | Principal I     | Misamis Oriental   |
| 15 | Aura O. Villastique      | Principal I     | Misamis Oriental   |
| 16 | May P. Edullantes        | EPS             | Ozamiz             |
| 17 | Nimfa Magsayo            | Principal I     | Oroquieta          |
| 18 | JD Ace Palanas           | MT I            | Oroquieta          |
| 19 | German C. Suminguit, Jr. | DIC             | Tangub             |
| 20 | John Wronel Esto         | MT II           | Valencia           |
| 21 | Sarah Jane Valdez        | EPS             | Valencia           |

**CONDUCT OF INSTRUCTIONAL LEADERSHIP TRAINING (ILT)  
FOR MASTER TEACHERS  
Cagayan de Oro City | July 14 - 18, 2025**

**SCHEDULE OF ACTIVITIES**

| Activity           | Inclusive Dates    | Venue                  | Participants                                                                                                 | Check-In Date & Meal Provision         | Check-Out Date & Meal Provision          |
|--------------------|--------------------|------------------------|--------------------------------------------------------------------------------------------------------------|----------------------------------------|------------------------------------------|
| Pre-Work Meeting   | July 7-8, 2025     | NEAP R10, Lapasan, CDO | PMT, RTWG, Learning Facilitators (27 pax)                                                                    | July 6 (PM)<br><br>First meal: Dinner  | July 8 (AM)<br><br>Last meal: PM Snacks  |
| Activity Proper    | July 14 – 18, 2025 | NEAP R10, Lapasan, CDO | PMT, RTWG, Learning Facilitators (27 pax)<br><br>Elementary Master Teachers (4 per SDO)<br><br>Total: 83 pax | July 13 (PM)<br><br>First meal: Dinner | July 18 (AM)<br><br>Last meal: PM Snacks |
| Post-Work Activity | July 21-22, 2025   | NEAP R10, Lapasan, CDO | PMT, RTWG, Learning Facilitators (27 pax)                                                                    | July 20 (PM)<br><br>First meal: Dinner | July 22 (AM)<br><br>Last meal: PM Snacks |

**CONDUCT OF INSTRUCTIONAL LEADERSHIP TRAINING (ILT)  
FOR MASTER TEACHERS  
Cagayan de Oro City | July 14 - 18, 2025**

**LIST OF PARTICIPANTS**

| <b>Division</b> | <b>Name</b>                      | <b>School</b>                   |
|-----------------|----------------------------------|---------------------------------|
| Bukidnon        | Junmerth Jorta                   | Keupiyaman Te Balugo            |
| Bukidnon        | May Christy Cabahit              | Busco Central ES                |
| Bukidnon        | Eleanor Agan                     | Manolo Fortich Central ES       |
| Bukidnon        | Roquesa Rafal                    | Cabanglasan Central ES          |
| Camiguin        | Elementary School Master Teacher |                                 |
| Camiguin        | Elementary School Master Teacher |                                 |
| Camiguin        | Elementary School Master Teacher |                                 |
| Camiguin        | Elementary School Master Teacher |                                 |
| Cagayan de Oro  | Hashima Salic                    | Cagayan De Oro NHS              |
| Cagayan de Oro  | Ryan Boyd Pahapay                | West City Central School        |
| Cagayan de Oro  | Emelia Lago                      | City Central School             |
| Cagayan de Oro  | Diana Lou Sarinas                | City Central School             |
| El Salvador     | Cristine Maestre                 | Pedro Sa. Baculio ES            |
| El Salvador     | Janeve Caballa                   | Taytay Elementary School        |
| El Salvador     | Sharon Magtiza                   | El Salvador City Central School |
| El Salvador     | Pureza Oco                       | Molugan Central School          |
| Gingoog         | Razel Joy Pinaaling              | Dukdokaan Integrated School     |
| Gingoog         | Arlene Abad                      | Lunao Central School            |
| Gingoog         | Anna Liza Eleccion               | Magallanes Elementary School    |
| Gingoog         | Louiela Talja                    | Sta. Rita Elementary School     |
| Iligan          | Ivy Destinado                    | Iligan City Central School      |

|                    |                      |                                     |
|--------------------|----------------------|-------------------------------------|
| Iligan             | Vivian Oclarit       | Suarez Central School               |
| Iligan             | Charlyn Dela Calzada | Tomas Cabili Central School         |
| Iligan             | Jane Playda          | Tambo Central School                |
| Lanao del Norte    | Noemi Econg          | Kapatagan East CES                  |
| Lanao del Norte    | Daisy Pearl Buca     | Tubod Central ES                    |
| Lanao del Norte    | Grace Galon          | Manga Integrated School             |
| Lanao del Norte    | Salimah Gubat        | Kalanganan ES                       |
| Malaybalay         | Angie Peria          | Bangcud Central School              |
| Malaybalay         | Nida Dorias          | Malaybalay City Central School      |
| Malaybalay         | Lucille Toston       | Mapulo Elementary School            |
| Malaybalay         | Lyven Flores         | Kalasungay Central School           |
| Misamis Occidental | Jean Lagrio          | Tonggo Integrated School            |
| Misamis Occidental | Lemiecar Rudas       | Concepcion Central School           |
| Misamis Occidental | Lydia Caimor         | Lumbayao Elementary School          |
| Misamis Occidental | Madel Jalalon        | Culpan Elementary School            |
| Misamis Oriental   | Gretchen Nova Manoop | Sta. Cruz Integrated School         |
| Misamis Oriental   | Elvy Nahial          | Sugbongcogon Central School         |
| Misamis Oriental   | Jessica Entera       | Casinglot Elementary School         |
| Misamis Oriental   | Nieve Irene Ares     | Alubijid Central School             |
| Oroquieta          | Rosalie Rollinas     | Tolliyok Elementary School          |
| Oroquieta          | Reggie Bugsangit     | Talic Elementary School             |
| Oroquieta          | Sharon Esporsado     | Clarin Settlement Integrated School |
| Oroquieta          | Lovella Pagupat      | Canubay Elementary School           |
| Ozamiz             | Josie Engracia       | Ozamiz City Central School          |

|          |                      |                              |
|----------|----------------------|------------------------------|
| Ozamiz   | Geraldine Ramayrat   | Catadman Elementary School   |
| Ozamiz   | Joy Apale            | Maningcol Central School     |
| Ozamiz   | Shahara Panares      | Sinusa Integrated School     |
| Tangub   | Nilo Lumayot         | Tangub City Central School   |
| Tangub   | Charmayne Tumala     | Maloro Integrated School     |
| Tangub   | Rizel Marie Estomata | Maquilao Integrated School   |
| Tangub   | Laurence Sumicad     | Sumirap Elementary School    |
| Valencia | Mercy Dumandan       | Pinatilan Integrated School  |
| Valencia | Maria Lourdes Ruba   | Bagontaas CES                |
| Valencia | Grace Hope Rezon     | Valencia City Central School |
| Valencia | Cherry Rosete        | Mailag Central School        |