



DEPARTMENT OF EDUCATION
DIVISION OF ZAMBOANGA DEL NORTE
CITY OF ZAMBOANGA 7100

Republic of the Philippines
DEPARTMENT OF EDUCATION
Region IX, Zamboanga Peninsula
SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE
Capitol Drive, Estaka, Dipolog City 7100

RELEASE

08 MAR 2016
DATE:

DIVISION MEMORANDUM

No. 099, s. 2016

TO : **School Heads**
Piñan National High School
Siayan National High School

Public Schools District Supervisors
Siayan and Piñan Districts

FROM : **NATIVIDAD P. BAYUBAY, CESO VI**
Officer In-Charge
Office of the Schools Division Superintendent

SUBJECT : **PILOT RUN OF THE NEAP SCHOOL HEADS' DEVELOPMENT PROGRAM:
FOUNDATIONAL COURSE FOR SCHOOL HEADS AND THE TRAINING
OF TRAINERS (TOT) OF THE LEARNING FACILITATORS- MODULE 1**

DATE : March 8, 2016

The National Educators' Academy of the Philippines will conduct the Pilot Run of the NEAP School Heads' Development Program: Foundational Course for School Heads and the Training of Trainers (TOT) of the Learning Facilitators- Module 1 on March 13-20, 2016 at ECOTECH Center, Cebu City.

In this connection, this Office hereby directs the following recommended Secondary School Heads to participate in the said training, to wit;

1. DAISY FLOR J. ROMAGUERA- Principal II/ Piñan NHS as *Learning Facilitator*
2. NORALYN R. SABANAL- Principal I/ Siayan NHS as *School Head*

It is also informed that the participants should bring laptops to be used during the pilot runs.

Participants may check in on the afternoon of March 12, 2016 and check out on the afternoon of March 19, 2016.

Board and lodging of the participating *school heads* shall be charged against **NEAP funds**, while, board and lodging of *learning facilitators* shall be charged against **BEST funds**. The transportation funds, per diem, and other incidental expenses of the participants, learning facilitators for the pilot runs, revision, and training of trainers will be charged to Regional HRTD funds/ local funds.

For information and compliance.