



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

AUG 27 2025

MEMORANDUM


**LEARNING SESSIONS FOR HEAD TEACHERS ON
PROFESSIONAL STANDARDS FOR SCHOOL HEADS AND SUPERVISORS**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Tunasan National High School Principal
Poblacion National High School Principal
Lakeview Integrated School Principal
All Others Concerned

- In line with the Division's thrust to capacitate and support the professional growth of head teachers, a series of learning sessions will be conducted on **August 28-30, 2025, from 1:00 to 5:00 p.m.** through both face-to-face and online modalities.
- The learning session will cover key competencies required of school heads, including but not limited to: Instructional Leadership, School Management and Operations, Human Resource and Financial Management, Community Building and Stakeholder Engagement, and Relevant DepEd Policies, Guidelines, and Education Laws.
- All identified participants listed below are highly encouraged to attend the scheduled sessions. The detailed schedule, topics, and resource speakers will be released through a separate advisory:

Name	Position	School
DIMAPELEZ, ALFATIMA ALAY	Head Teacher III	Tunasan National HS
VIVAR, RYAN GILBUENA	Head Teacher III	Poblacion National HS
ABALOS, EDWIN LADAN	Head Teacher I	Lakeview Integrated School
DOLLETON, ROXANNE BARRETO	Head Teacher I	Lakeview Integrated School
CAJANO, JOHN WILLIAM BUENAVENTURA	Head Teacher III	Tunasan National HS

- Immediate and wide dissemination of this Memorandum is desired.


VIOLETA M. GONZALES
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent

Encl: As stated
Reference: As stated
To be indicated in the Perpetual Index
Under the following subjects

ASSESSMENT EVALUATION SCHOOL PERSONNEL
TEACHERS PRINCIPAL

IMR/HTs Learning Session
351 August 27, 2025

UN-2025-351



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