



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

Office of the Schools Division
Superintendent


SEP 19 2025

MEMORANDUM
No. 482, s. 2025

**ADDENDUM TO DIVISION MEMORANDUM No. 448, S. 2025 REITERATION OF
REGISTRATION FOR PHASE 1 OF ELEVATE: THE PROFESSIONAL
LEARNING AND DEVELOPMENT PROGRAM FOR SCHOOL HEADS**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

1. Please be informed of the additional participant for **Phase 1 of Elevate: The Professional Learning and Development Program for School Heads**, Ms. Jocelyn A. Morales, OIC-Principal of Bayanan Elementary School Main, for reference.
2. Likewise, all participants are required to submit their deposit slip to SDO Cash Unit c/o Maria Cristina F. Malacad not later than September 22, 2025.
3. For inquiries and concerns, you may contact Andres F. Sicam Jr., Education Program Specialist II, HRD at hrd.sgod.muntinlupa@gmail.com.
4. Immediate and wide dissemination this Memorandum are desired.


VIOLETA M. GONZALES CESO VI
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

CURRICULUM

TRAINING

SCHOOLS

AFS/ ADDENDUM TO DIVISION MEMORANDUM PHASE 1 OF ELEVATE, THE PROFESSIONAL LEARNING AND DEVELOPMENT PROGRAM

482 September 17, 2025

NUM-2025-482

482



Republic of the Philippines
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SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

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SEP 09 2025

MEMORANDUM
No. 448, s. 2025

**REITERATION OF REGISTRATION FOR PHASE 1 OF ELEVATE: THE
PROFESSIONAL LEARNING AND DEVELOPMENT PROGRAM**

To: OIC-Assistant Schools Division Superintendent
Chief Education Supervisor, Curriculum Implementation Division
OIC-Chief Education Supervisor, School Governance and Operations Division
Public Elementary and Secondary School Heads
All Others Concerned

1. In reference to Regional Memorandum No. 761, s. 2025 titled, "**REITERATION OF REGISTRATION FOR PHASE 1 OF ELEVATE THE PROFESSIONAL LEARNING AND DEVELOPMENT PROGRAM**", dated August 15, 2025, this Office announces the official list of participants for the upcoming professional learning and development program for school heads with different venues and dates as follows:

September 2025		
Venue: TBA		
Name of Teacher	Designation	School
Dr. Raul T. Felix	Principal IV	POBES
Dr. Shella C. Navarro	Principal IV	MES
Dr. Jane May C. Valbuena	Principal IV	BESU1
Dr. Antonio C. Gagala	Principal III	SHES
Dr. Edizer S. Laqueo	Principal III	CESM
Dr. Antonio B. Rocha	Principal IV	PEDHS
Dr. Rosendo E. Sangalang	Principal IV	MNHS
Dr. Ador B. Querubin	Principal IV	MSHS
Dr. Jay Boy E. Evano	Principal IV	SSHS
Ms. Vilma S. Viloría	Principal III	TNHS

November 2025		
Venue: TBA		
Name of Teacher	Designation	School
Mr. Hilario O. Canasa	Principal II	PES
Ms. Olivia G. Elloso	Principal II	TES
Mr. Reynaldo O. Comisario	Principal I	VHES
Ms. Maria Hazel B. Hernandez	Principal II	F. DEMESA ES
Ms. Alma O. Bituin	OIC-School Principal	FAES
Mr. Felipe W. Marapao Jr.	Principal I	BSES
Ms. Marie Ann C. Esmeria	Asst. School Principal II	BES



Republic of the Philippines
Department of Education
 NATIONAL CAPITAL REGION



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August 15, 2025

REGIONAL MEMORANDUM

No. 761 s. 2025

To: Schools Division Superintendents

**REITERATION OF REGISTRATION FOR PHASE 1 OF ELEVATE:
 THE PROFESSIONAL LEARNING AND DEVELOPMENT PROGRAM
 FOR SCHOOL HEADS**

1. The Department of Education – National Capital Region (DepEd-NCR) is committed to its top five priorities, with a specific focus on Priority No. 3: Capacitating School Heads and Teachers. In line with this, we are pleased to announce the schedule for Phase 1 of Elevate: The Professional Learning and Development Program for School Heads. The program will be held in September and November of 2025. The exact dates and venues will be communicated in a separate memorandum. All school heads, assistant principals, and officers-in-charge are required to participate.

2. To ensure this professional development opportunity is organized and effective for all participants, we will divide the program into two batches.

Batch	Participants	Dates
1	Principal III and IV	September 2025
2	OIC Principal, Assistant School Principal, Principal I, and Principal II	November 2025

3. Participants are advised to confirm their attendance using the provided link and QR code by September 12, 2025.



<https://tinyurl.com/ELEVATEPhase1>



6 Misamis St., Bago Bantay, Quezon City
 Email Address: ncr@deped.gov.ph
 Website: <http://www.depedncr.com.ph>





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
4. A registration fee of Ten Thousand Pesos (₱10,000.00) is necessary to cover board and lodging for the five-day program. This fee should be charged from the School MOOE or local funds. Payments will be accepted until **September 12, 2025**, and should be remitted to the following account:

Account Name: **DEPED NCR**
Account Number: **0692-1020-61**
Name of Bank: **Land Bank of the Philippines**
EDSA Congressional Branch

5. Participants who have not yet submitted their payment receipts, please visit the Cash Section of the DepEd Regional Office to ensure your payment is properly recorded. A copy of the validated deposit slip or LDDAP-ADA must be submitted as proof of transaction.

6. In the event of any questions or concerns, you are encouraged to reach out to Arren V. Aduan, Education Program Supervisor, HRDD NEAP-R at the following email address: hrdd.ncr@deped.gov.ph.

7. Immediate dissemination of this Memorandum is directed.

JOCELYN DR ANDAYA 
Regional Director, NCR
concurrent Officer-in-Charge
Office of the Assistant Secretary for Operations