



Republic of the Philippines  
Department of Education  
NEGROS ISLAND REGION  
DIVISION OF ESCALANTE CITY



January 26, 2026

**DIVISION MEMORANDUM**

No. 039, s. 2026

**DIVISION CAPACITY BUILDING FOR ASPIRING SCHOOL HEADS (Project SHINE)**

To: OIC- Assistant Schools Division Superintendent  
Chief Education Supervisors  
Education Program Supervisors/Specialists  
Public Elementary and Secondary School Heads/TICs  
Section Heads  
All Others Concerned

1. This is in reference to the Division Memorandum No. 5, s. 2026 dated January 6, 2026, re: "Division Capacity Building for Aspiring School Heads Project Shine- Shaping, Honing, Inspiring, Nurturing and Empowering Aspiring School Heads".

2. The Batch 2 List of Takers of SDO Escalante based on the approved Division recommendation are the following:

No.	NAME	OFFICE/SCHOOL
1	Pastor, Josephine M.	Cervantes ES
2	Cabo, Lorie Ann P.	Escalante CES
3	Conde, Analyn A.	Alimango ES
4	Macado, Rhona	Alimango ES
5	Escala, Anna Ruby G.	OPNHS
6	Tecson, Jimmy	Mabini NHS
7	Rebutada, Antonio O.	SDO
8	Lesondra, Jay Miko B.	Old Poblacion NHS
9	Neniel, Cristofer R.	Tamlang NHS
10	Duqueza, Lorena	Tamlang NHS
11	Pabuaya, Philine P.	Japitan ES
12	Tingson, Quince Jane S.	Escalante NHS
13	Ponteras, Maria Chresty B.	Escalante NHS
14	Maglasang, Nelson L.	Langub NHS
15	Compania, Detchie Van A.	Washington NHS
16	Gapi, Yolanie A.	Tamlang NHS
17	Olorga, Noreen P.	Magsaysay ES
18	Plateros, Arnel O.	Washington NHS
19	Canoy, Leonardo P. Jr.	Paitan IS
20	Oliveros, Wilson A. Jr.	Washington NHS
21	Gequilan, Kim V.	Escalante CES
22	Rivera, Gift A.	Escalante NHS
23	Mahinay, Myrna M.	Japitan NHS
24	Maxilom, Amaryl Sweet G.	Tamlang NHS
25	Tolentino, Morren V.	Dian-ay NHS
26	Mamon, Karen M.	Tamlang ES
27	Helardez, Junjun A.	Pinapugasan NHS

Barangay Hacienda Fe, Escalante City, Negros Occidental  
Telephone Nos. (034) 445-9704/445-2686  
Email Add: [escalante.city001@deped.gov.ph](mailto:escalante.city001@deped.gov.ph)



Deped Tayo Escalante City [deped.escalantecity.weebly.com](http://deped.escalantecity.weebly.com)



January 6, 2026

**DIVISION MEMORANDUM**

No. 005, s. 2026

**DIVISION CAPACITY BUILDING FOR ASPIRING SCHOOL HEADS**  
**PROJECT SHINE- Shaping, Honing, Inspiring Nurturing and Empowering Aspiring**  
**School Heads**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Division Education Program Supervisors  
Section Heads

1. This office shall conduct a **Division Capacity Building for Aspiring School Heads** a third year implementation of **PROJECT SHINE- Shaping, Honing, Inspiring, Nurturing and Empowering Aspiring School Heads** on February 4, 13, 20, 27, March 6, and 13, 2026 at the Gabriella Hall, SDO Old Site in preparation for the administration of the **National Assessment for School Heads (NASH)** on March 29, 2026 as per Department Memorandum No. OUHROD-3318, s. 2025

2. This activity aims to provide aspiring School Heads with:

- a. reinforcement of their understanding of current DepEd policies, programs, and priorities;
- b. enhancement of their knowledge on the compliance with financial, administrative, and instructional standards;
- c. deeper understanding of the content of DO 24, s. 2020 the National Adoption and Implementation of the Philippine Professional Standards for School Heads;
- d. skills and strategies on taking multiple and other types of assessments; and
- e. holistic preparation for the **National Assessment for School Heads (NASH)**.

3. Attached in this memorandum are the schedule of activities and the list of facilitators on the conduct of **Division Capacity Building for Aspiring School Heads** a second year of implementation of **PROJECT SHINE- Shaping, Honing, Inspiring, Nurturing and Empowering Aspiring School Heads**.

4. There shall be a registration of Php 2,500.00 to cover the expenses for meals (2 snacks and lunch) of the participants chargeable against school MOOE subject to the accounting rules and regulations.

5. Immediate dissemination of this Memorandum is desired.

  
**PETER J. GALIMBA**  
OIC- Schools Division Superintendent

Reference: DM-OUHROD-2025-3318  
Enclosure: as stated  
Allotment:  
To be indicated in the Perpetual Index under the following subjects



Republic of the Philippines  
**Department of Education**  
 NEGROS ISLAND REGION  
 SCHOOLS DIVISION OF ESCALANTE CITY

ASDS/ 01-06-2026

Enclosure to the Division Memorandum No. 005, s. 2026

**Activity Schedule of Project SHINE for NASH 2026**

Time	Activity	Resource Person/s
<b>DAY 1 - February 4, 2026</b>		
9:00 – 10:00	Opening Program and Leveling of Expectations	<b>EDERICK C. MIANO</b> Senior Education Program Specialist
10:00 - 12:00	Mock Exam (Pretest)	<b>MARITES C. CAPILITAN, PhD</b> OIC- Asst. Schools Division Superintendent
	LUNCH	
1:00 – 1:15	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
1:15 - 2:20	The Philippine Professional Standards for School Heads (PPSSH) (Overview)	<b>MARITES C. CAPILITAN, PhD</b> OIC-Assistant Schools Division Superintendent
2:25 - 3:25	Domain 1: Leading Strategically DepEd's Vision, Mission, Core Values	<b>PETER J. GALIMBA</b> OIC-Schools Division Superintendent
3:25 - 4:40	Domain 1: Leading Strategically School Planning and Implementation	<b>CYRUS YONEL D. LAO</b> Planning Officer III
<b>DAY 2 – February 13, 2026</b>		
8:00 – 8:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
8:15 – 10:30	Domain 1: Leading Strategically Research and Innovation Program Design and Implementation	<b>JAY MIKO B. LESONDRA</b> Master Teacher I <b>MARGARETTE JOY R. ANIG-IG</b> TIC/ Teacher III
10:30 – 11:40	Domain 1: Leading Strategically Policy Implementation and Review	<b>RIZALINA P. MAXILOM</b> Principal I-Dian-ay NHS
	LUNCH	
1:00 – 1:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
1:15- 2:20	Domain 1: Leading Strategically Monitoring and Evaluation Processes and Tools	<b>JESSAH JAY B. CATANGLAN</b> Education Program Specialist II
2:20 – 3:30	Domain 1: Leading Strategically Learner Voice	<b>NORIELYN Z. PAUBAYA</b> OIC-Youth Formation and Development
3:30 - 4:40	Domain 2: Managing School Operations and Resources	<b>NERIELAINE FAY P. LOPEZ</b> Administrative Officer IV - Records



Republic of the Philippines  
**Department of Education**  
 NEGROS ISLAND REGION  
 SCHOOLS DIVISION OF ESCALANTE CITY

Records Management		
<b>DAY 3 – February 20, 2026</b>		
8:00 – 8:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
8:20 - 9:30	Domain 2: Managing School Operations and Resources School Safety for Disaster Preparedness, Mitigation, and Resilience	<b>GIL C. CASTRO</b> Project Development Officer II
9:30 - 10:30	Domain 2: Managing School Operations and Resources Emerging Opportunities and Challenges	<b>ALICIA A. OLID, EdD</b> OIC-Chief SGOD
10:30 – 11:40	Domain 2: Managing School Operations and Resources Financial Management	<b>LEIZZAMAR V. BAYADOG</b> Accountant III <b>HARRY JOHN C. JARINA</b> Administrative Officer IV
LUNCH		
1:00 – 1:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
1:15 – 2:20	Domain 2: Managing School Operations and Resources School Facilities and Equipment	<b>DESIREE L. MIANO</b> Administrative Officer IV - Supply
2:25 - 3:30	Domain 2: Managing School Operations and Resources Management of Staff	<b>PETER JULIUS B. PELLOTAS</b> Administrative Officer IV - Personnel
3:30 – 4:40	Domain 3: Focusing on Teaching and Learning Contextualization and Implementation of Learning Standards	<b>IVY JOY A. TORRES, PhD</b> Chief Education Supervisor, CID
<b>Day 4, February 27, 2026</b>		
8:00 – 8:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
8:10 - 9:30	Domain 3: Focusing on Teaching and Learning Teaching Standards and Pedagogy	<b>MA. THERESA L. TABOTABO, PhD</b> Chief Education Supervisor, CID
9:30 – 10:30	Domain 3: Focusing on Teaching and Learning Teacher Performance Feedback	<b>ANJEANETTE A. CALUMPITA</b> Principal II- Escalante ES
10:30 - 11:40	Domain 3: Focusing on Teaching and Learning Learner Achievement and Other Performance Indicators	<b>MAE JOY M. TAN, PhD</b> Education Supervisor Program Supervisor
LUNCH		
1:00 – 1:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
1:15 – 2:20	Domain 3: Focusing on Teaching and Learning Career Awareness and Opportunities	<b>ROSALINDA G. ORBESO</b> Teacher-in Charge Japitan NHS
2:20 - 3:30	Domain 3: Focusing on Teaching and	<b>ANNABELLE V. RAMOS</b>



Republic of the Philippines  
**Department of Education**  
 NEGROS ISLAND REGION  
 SCHOOLS DIVISION OF ESCALANTE CITY

	Learning Learner Discipline	Master Teacher II- Escalante Central School
3:30 – 4:30	Domain 3: Focusing on Teaching and Learning Learning Assessment	<b>PRILYN S. ALBARICO, PhD</b> Education Program Supervisor – Math
<b>DAY 5 – March 6, 2026</b>		
8:00 – 8:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
8:10 - 9:30	Domain 3: Focusing on Teaching and Learning Environment	<b>CHONA M. PRIETOS, PhD</b> Education Program Supervisor - SNED
9:30 – 10:30	Domain 4: Developing Self and Others Personal and Professional Development Professional Reflection and Learning Professional Networks	<b>EDERICK C. MIANO</b> Senior Education Program Specialist
10:30 – 11:30	Domain 4: Developing Self and Others Performance Management	<b>WARLITO G. EBEN</b> Education Program Specialist
LUNCH		
1:00 – 2:30	Domain 4: Developing Self and Others Professional Development of School Personnel	<b>SHEILA M. CARAMBACAN</b> ASP II- Floro T. Bongco Farm School
2:30 - 3:30	Domain 4: Developing Self and Others Rewards and Recognition Mechanisms	<b>EDERICK C. MIANO/</b> <b>ANTONIO O. REBUTADA</b> Senior Education Program Specialist
3:30 – 4:30	Domain 4: Developing Self and Others Leadership Development in Individuals and Teams	<b>GLICERIO C. ALIGATO</b> Principal IV- Escalante Central School
<b>DAY 6 – March 13, 2026</b>		
8:00 – 8:10	Management of Learning	<b>ANTONIO O. REBUTADA</b> Education Program Specialist
8:10 – 9:30	Domain 4: Developing Self and Others General Welfare of Human Resources	<b>ANTHONY JESS O. ANONUEVO</b> ASP I- Malasibog IS
9:30 – 10:30	Domain 5: Building Connections Management of Diverse Relationships	<b>GLENN A. GABRIEL</b> Principal II Mabini NHS
10:30 - 11:30	Domain 5: Building Connections Management of School Organizations & Inclusive Practice	<b>JESUS V. TABELINO</b> Principal IV -Escalante NHS
LUNCH		
1:00 - 2:00	Domain 5: Building Connections Communication & Community Engagement	<b>ALNE MELINDA S. CAUSAPIN</b> Senior Education Program Specialist
1:00 – 2:00	Multiple Choice Test-taking Strategies and Test Preparations	<b>RIZALINA P. MAXILOM</b> Education Program Specialist II
2:00 – 3:00	Mock Exam (Posttest)	<b>MARITES C. CAPILITAN, PhD</b> OIC- Asst. Schools Division Superintendent
4:00 - 5:00	Ways Forward & Closing Program	<b>PETER J. GALIMBA</b> OIC-Schools Division Superintendent