



Republic of the Philippines  
**Department of Education**  
REGION X – NORTHERN MINDANAO  
**SCHOOLS DIVISION OF MISAMIS ORIENTAL**

Office of the Schools Division Superintendent

3 April 2024

**DIVISION MEMORANDUM**  
No. **241** s. 2024

**ENRICHMENT TRAINING FOR THE 2023 NATIONAL QUALIFYING EXAM FOR  
SCHOOL HEADS (NQESH) QUALIFIERS**

To: **Public Schools District Supervisors/ In-Charge**  
**NQESH Qualifiers**  
**NQESH Review Committee**  
**Others Concerned**  
This Division

1. Pursuant to Regional Memorandum No. 174, s. 2024 re: Provision of Support for Fiscal Year 2023 National Qualifying Exam for School Heads, this Office announces the schedule of the Enrichment Training for the 2023 NQESH Qualifiers on **April 16, 18, 23, 25, 29, May 2, 7, 9, 14, 16 and 21, 2024**. The Enrichment Training will be conducted via online modality.
2. The enrichment training aims to provide the 2023 NQESH Qualifiers the avenue to review important DepEd issuances, guidelines, legal provisions, processes, resources management, English proficiency, anchored on the Philippine Professional Standards for School Heads (PPSH).
3. All NQESH Qualifiers are mandated to join the enrichment training.
4. For queries, please contact the Human Resource Development Unit, through Irish Karylle D. Monte- SEPS HRD via email [irishkarylle.monte@deped.gov.ph](mailto:irishkarylle.monte@deped.gov.ph) or [misor.hrd@deped.gov.ph](mailto:misor.hrd@deped.gov.ph).
5. Wide dissemination of this Memorandum is hereby enjoined.

For the Schools Division Superintendent


**MARY ANN M. ALLERA**

Assistant Schools Division Superintendent  
OJC- Office of the Schools Division Superintendent

Encls.: As stated

References: None

To be indicated in the Perpetual Index  
under the following subjects:

 NQESH  
PRINCIPAL's TEST  
SGOD. HRD-imonte



Address: Del Pilar corner Velez Street, Brgy. 29, Cagayan de Oro City 9000  
Telephone Nos.: (088) 881-3094 | Text: 0917-8992245 (Globe)  
Website: [www.deped.misor.net](http://www.deped.misor.net)  
Email: [misamis.oriental@deped.gov.ph](mailto:misamis.oriental@deped.gov.ph)



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Enclosure No. 2 of Division Memorandum No \_\_\_\_, s. 2024

**TRAINING & DEVELOPMENT MATRIX**

The Training and Development Matrix is an attachment to the Training Design that indicates the time, date and list of topics and its speakers. This will serve as a guide for participants and its program management team on the flow and delivery of the training.

**A. Training Information**

Title of Training or Program	<b>Enrichment Training for NQESH Qualifiers</b>
Description	This is a training series designed to equip test takers to the 2023 National Qualifying Exam for School Heads.
Proposed Training Date/s	<b>April 16, 18, 23, 25, 29, May 2, 7, 9, 14, 16 and 21, 2024</b>
No. of Training Hours	33 hours
Target Participants	NQESH QUALIFIERS

**B. Matrix Day 1-  
April 16, 2024**

Time	Activity/Topic	Person-In-Charge
12:30 nn	<b>Log in time</b>	
1:00 pm	<b>Opening Program</b> National Anthem Opening Prayer Acknowledgment of Participants  Welcome Message  Message of the Head of Office  Statement of Purpose & Session Topics	<b>c/o MICHAEL MERVIN M. ACENAS</b> AVP AVP <b>MICHAEL MERVIN M. ACENAS</b> EPS II- HRD  <b>MA. TERESA M. ABSIN, PHD</b> <b>SGOD CHIEF</b>  <b>MARY ANN M. ALLERA</b> ASDS/ OIC Office of the SDS  <b>IRISH KARYLLE D. MONTE, PhD</b> SEPS HRD
2:00-3:30 PM	<b>Philippine Professional Standards for School Heads</b>	<b>Carnila D. Simacon, PhD.</b> PS DIC- Tagoloan East
3:30-5:00 PM	<b>RA 9155 Governance of Basic Education Act</b>	<b>Aura O. Villastique</b> School Principal II

Time	April 18	April 23
1:30 pm	<b>Log In Time</b>	<b>Log In Time</b>
1:45- 2:00pm	<b>Preliminaries</b> Prayer	<b>Preliminaries</b> Prayer
2:00-3:30 PM	<b>RA 4670 Magna Carta for Public School Teachers</b> Rhodora L. Gallares, PhD. EPS- SGOD	<b>Legal Provisions in Government Fund Management</b> Elmar G. Anoc, CPA Accountant III

3:30-5:00 PM	<b>Philippine Professional Standards for Teachers</b> Irish Karylle D. Monte, Ph.D. SEPS HRD	<b>Financial Management, Process and Procedures</b> Mark Lorren T, Tejano AO V- Budget Officer III
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Time	April 25	April 29
1:30 pm	<b>Log In Time</b>	<b>Log In Time</b>
1:45- 2:00pm	<b>Preliminaries</b> Prayer	<b>Preliminaries</b> Prayer
2:00-3:30 PM	<b>Child Protection Policy, Child-Friendly Schools and Gender-Sensitivity</b> Christine H. Cabiasa PDO I	<b>Determining Performance Indicators, Utilization of LIS/EBEIS Data</b> Edwin L. Gamorot Planning Officer
3:30-5:00 PM	<b>School Safety for Disaster Preparedness, Mitigation and Resiliency</b> Cirilo K. Rubiato, Jr. PDO II/ DRRM Coordinator	<b>School Based Management, Monitoring and Evaluation/ SGC</b> Danny A. Asio SEPS SME

Time	May 2	May 7
1:30 pm	<b>Log In Time</b>	<b>Log In Time</b>
1:45- 2:00pm	<b>Preliminaries</b> Prayer	<b>Preliminaries</b> Prayer
2:00-3:30 PM	<b>Management of School Facilities</b> Riza P. Acenas School Principal II	<b>Partnership and Linkages</b> Vevian T. Tuason PSDS
3:30-5:00 PM	<b>Records Management</b> Ninojomar Cablay AO IV- Records Officer	<b>Professional Development of School Personnel/ Rewards and Recognition Mechanisms</b> Marife D. Balaba, PSDS

Time	May 9	May 14
1:30 pm	<b>Log In Time</b>	<b>Log In Time</b>
1:45- 2:00pm	<b>Preliminaries</b> Prayer	<b>Preliminaries</b> Prayer
2:00-3:30 PM 3:30-5:00 PM	<b>Teaching Standards and Pedagogies, Assessment, Learner Environment, Learner Discipline, Instructional Alignment</b> All Education Program Supervisors CID	<b>Instructional Supervision, Teacher Performance Feedback, RPMS-COT</b> Roie M. Ubayubay, PSDS Anelito B. Callo, SP I

Time	May 16	May 21
1:30 pm	<b>Log In Time</b>	<b>Log In Time</b>
1:45- 2:00pm	<b>Preliminaries</b> Prayer	<b>Preliminaries</b> Prayer
2:00-3:30 PM	<b>Research and Innovation</b> Josephine D. Labares SEPS Planning & Research	<b>English Proficiency Tips: Grammar, Reading Comprehension, Sentence Completion, Analogy</b> Merlinda T. Ilago, SP II
3:30-5:00 PM	<b>Management of Diverse Relationships and School Organizations</b> Robert J. Asis, SPI I	<b>NQESH EXAM Preparation</b> Richie Lazalita School Principal I

Mock Exam May 5 and May 19, 2024 to be administered by the Regional Office.

**C. Program Management Team (PMT)**

Function	Name	Designation
Program Consultants	<i>Edilberto L. Oplenaria, EdD.</i> <i>Mary Ann M. Allera</i> <i>Maria Teresa M. Absin, PhD.</i> <i>Celieto B. Magsayo</i>	SDS ASDS SGOD Chief OIC- CID Chief
Team Leader	<i>Irish Karylle D. Monte, PhD.</i>	SEPS HRD
Asst Team Leader	<i>Michael Mervin M. Acenas</i>	OIC EPS II HRD
QAME Associate	<i>Danny A. Asio</i>	EPS II SMME
Technical Officer	<i>Freddijun T. Delig</i>	ITO
Secretariat		

Prepared By:

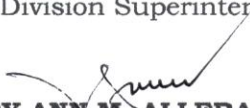
  
**IRISH KARYLLE D. MONTE, PhD.**  
SEPS- HRD

Reviewed By:

  
**MA. TERESA M. ABSIN, PhD.**  
Chief ES, SGOD

Approved

For the Schools Division Superintendent

  
**MARY ANN M. ALLERA**  
Assistant Schools Division Superintendent  
OIC- Office of the Schools Division Superintendent