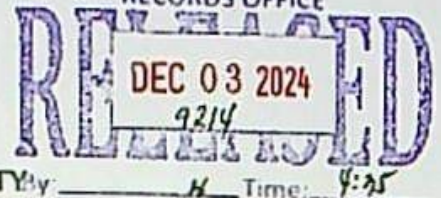




Republic of the Philippines  
**Department of Education**  
REGION I  
SCHOOLS DIVISION OF DAGUPAN CITY

DepEd SDO Dagupan City  
RECORDS OFFICE



Office of the Schools Division  
Superintendent

December 2, 2024

**DIVISION MEMORANDUM**

No.: 514, s. 2024

**2024 INSTRUCTIONAL LEADERSHIP SUMMIT**

To: Assistant Schools Division Superintendent  
Chiefs of Functional Division- CID & SGOD  
Education Program Supervisors  
Public Schools District Supervisors  
Public and Private School Heads  
All others concerned

1. As per Regional Memorandum No. 1609, s.2024, The Department of Education, through the National Educators Academy of the Philippines Region 1 (NEAP R1), announces the conduct of the 2024 Instructional Leadership Summit with the theme "*Sustainable Leadership: Building Resilient Educators and Fostering a Learning Mindset for a Shared Vision*" at **HoteLinda Suites, Vigan City, Ilocos Sur** on **December 9-10, 2024**.
2. The activity aims to:
  - a. advocate the school implementation of Project Initiative Plans on Strengthening Learning Conditions for Early Literacy or reading programs related to ILT,
  - b. highlight and share success stories and accomplishments in the implementation of PIPs or reading initiatives and innovations;
  - c. showcase completed PIPs or reading programs and best practices; and
  - d. benchmark the noteworthy PIPs or reading programs from Schools Division Offices (SDOs).
3. In this connection, this office requests the following personnel to attend the said activity:

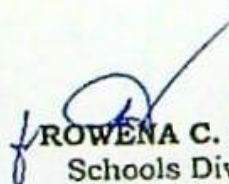
**Isabellita N. Daroya** – Public Schools District Supervisor  
**Jennifer M. Festejo** – Principal II  
**Shezydec E. Agas** – Principal I  
**Kristine S. De Guzman** – Assistant School Principal II  
**Verena R. Bautista** – Principal III  
**Maria Rita Teresa V. Rinoza** – Principal IV  
**Carla Jean L. Fernandez** – Administrative Aide VI



Republic of the Philippines  
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SCHOOLS DIVISION OF DAGUPAN CITY

**Office of the Schools Division  
Superintendent**

4. Participants are requested to register online through the link: <https://tinyurl.com/Reg-II-Summit2024> on or before December 4, 2024.
5. Participants are expected to be at the venue on Day 0. The first meal will be dinner on December 8, 2024, while last meal will be afternoon snacks on December 10, 2024.
6. All participants are requested to wear their Monday uniform with a black coat on Day 1. On Day 2, participants shall wear pants/slacks and the Summit T-shirt provided by the Program Management Team.
7. Service Credits or Compensatory Time-Off (CTO) shall be granted to the participants, resource speakers, and members of the Regional Program Management Team if the activity falls on a holiday, weekend, or cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order No. 53, s.2003 on the Updated Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2, s.2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.
8. Expenses related to this activity such as board and lodging, supplies and materials shall be charged to FY 2023 HRD Program Support Fund. Travel expenses of participants shall be charged against RO FY 2023 HRD PSF/SDO MOOE/School MOOE or other local funds subject to usual accounting and auditing rules and regulations.
9. For immediate dissemination and compliance.

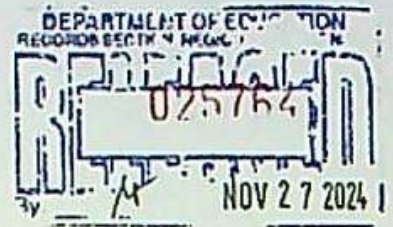
  
**ROWENA C. BANZON EdD, CESO V**  
Schools Division Superintendent



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Republic of the Philippines  
**Department of Education**  
 REGION I



**REGIONAL MEMORANDUM**

No. 1609, s. 2024

**2024 INSTRUCTIONAL LEADERSHIP SUMMIT**

To: Schools Division Superintendents

1. The Department of Education, through the National Educators Academy of the Philippines Region I (NEAP R1), announces the conduct of the 2024 Instructional Leadership Summit with the theme *"Sustainable Leadership: Building Resilient Educators and Fostering a Learning Mindset for a Shared Vision"* at Hotel Linda Suites, Vigan City, Ilocos Sur on December 9-10, 2024.

2. The activity aims to:

- a. advocate the school implementation of Project Initiative Plans on Strengthening Learning Conditions for Early Literacy or reading programs related to ILT;
- b. highlight and share success stories and accomplishments in the implementation of PIPs or reading initiatives and innovations;
- c. showcase completed PIPs or reading programs and best practices; and
- d. benchmark the noteworthy PIPs or reading programs from Schools Division Offices (SDOs).

3. The target participants of the said activity are the following:

- a. Schools Division Superintendents or Assistant Schools Division Superintendents or their representative;
- b. SGOD Chiefs and CID Chiefs or their representatives;
- c. English and Filipino Education Program Supervisors;
- d. Education Program Supervisors for Kindergarten;
- e. SGOD HRDS Senior Education Program Specialists/Education Program Specialists II;
- f. PIP/Reading Program Completers;
- g. Regional ILT Resource Persons, and;
- h. Select Elementary School Heads who attended either the Regional Training on Advancing Basic Education (ABC+) Project Professional Development Programs - Instructional Leadership Training (ILT) or Regional Training on Instructional Leadership Training (ILT) on Strengthening Learning Conditions for Early Literacy.

4. Enclosed is the list and breakdown of participants per SDO.



Flores St., Catbangan, City of San Fernando, La Union  
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Republic of the Philippines  
**Department of Education**  
 REGION I

5. Participants are requested to register online through the link: <https://dmsurl.com/Reg.ILSummit2024> on or before December 4, 2024.
6. Participants are expected to be at the venue on Day 0. The first meal will be dinner on December 8, 2024, while last meal will be afternoon snacks on December 10, 2024.
7. All participants are requested to wear their Monday uniform with a black coat on Day 1. On Day 2, participants shall wear pants/slacks and the Summit T-shirt provided by the Program Management Team.
8. Service Credits or Compensatory Time-Off (CTO) shall be granted to the participants, resource speakers, and members of the Regional Program Management Team if the activity falls on a holiday, weekend, or cancellation or suspension of classes and work in Government Offices due to typhoon, flooding, other weather disturbances, and calamities pursuant to the guidelines specified in DepEd Order No. 53, s. 2003 on the Updated Guidelines on Grant of Vacation Service Credits to Teachers and CSC-DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Services Rendered, whichever is appropriate and applicable.
9. Expenses related to this activity such as board and lodging, supplies and materials shall be charged to FY 2023 HRD Program Support Fund. Travel expenses of participants shall be charged against RO FY 2023 HRD PSF/SDO MOOE/School MOOE or other local funds subject to usual accounting and auditing rules and regulations.
10. Immediate dissemination of this Memorandum is desired.

For the Regional Director

  
**ARNOLD T. VINGO**  
 Chief Administrative Officer  
 Finance Division

Reference: None  
 Encl: None  
 To be indicated in the Perpetual Index  
 Under the following subjects:

**TRAINING PROGRAMS**

HRDD/kmmb/RM\_2024ILSummit  
 November 27, 2024



Flores St., Catbangen, City of San Fernando, La Union  
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Republic of the Philippines  
**Department of Education**  
 REGION I

Enclosure

**LIST OF PARTICIPANTS**

**A. SDO Participants**

Division	Number of Participants					
	SDS or ASDS	SGOD and CID Chiefs	English and Filipino Education Program Supervisors	Education Program Supervisors for Kindergarten	SGOD HRDS SEPS/ EPS II	Select Elementary School Heads (Regional ABC+ ILT and ILT participants)
Alaminos City	1	2	2	1	1	1
Batac City	1	2	2	1	1	1
Candon City	1	2	2	1	1	1
Dagupan City	1	2	2	1	1	1
Ilocos Norte	1	2	2	1	1	2
Ilocos Sur	1	2	2	1	1	2
La Union	1	2	2	1	1	2
Laoag City	1	2	2	1	1	1
Pangasinan I	1	2	2	1	1	3
Pangasinan II	1	2	2	1	1	3
San Carlos City	1	2	2	1	1	2
San Fernando City	1	2	2	1	1	1
Urdaneta City	1	2	2	1	1	2
Vigan City	1	2	2	1	1	1

**B. ILT-PIP/Reading Program Completers**

Name	Division
Digna R. Basobas	Alaminos City
Jenelyn B. Asuncion	Batac City
Jocelyn L. Aribuabo	Batac City
Lilian A. Escalona	Candon City
Alma Jane C. Calaramo	Ilocos Norte
Dennis E. Cabading	Ilocos Norte
John Cesar S. Azcueta	Ilocos Sur
Marilyn D. Respicio	La Union
Joel P. Remigio	Laoag City
Cheryl B. De Guzman	Pangasinan I
Ricardo S. Tambogon	Pangasinan II
Armando S. Vinoya	San Carlos City
Arlyn B. Bambico	San Fernando City



Republic of the Philippines  
**Department of Education**  
REGION I

Emeliza P. Abulencia	San Fernando City
Maria Liza P. Higoy	San Fernando City
Ferfel Rose Ann D. Lim	Urdaneta City
Ana A. Castor	Vigan City
Maria Theresa R. Paz	Vigan City

*C. Regional ILT Resource Persons and members of the Program Management Team*

Name	Division
Elnora T. Raroque	Alaminos City
Maria Rita Theresa Rinoza	Dagupan City
Christian A. Giron	Ilocos Sur
Rowel D. Garcia	Ilocos Sur
Reymart Jay G. Ballesteros	Ilocos Norte
Belen C. Aquino	La Union
Maria Theresa L. Perez	Pangasinan I
Arabella May Z. Soniega	Pangasinan II
Marly M. Benigno	Pangasinan II
Lerio P. Patayan	San Carlos City
Almera S. Zarate	Urdaneta City
Johnson P. Sunga	CLMD
Joselito Daguison	CLMD
Vivien De Guzman	HRDD-NEAP R1
Dinah C. Bonao	HRDD-NEAP R1
Kathleen May M. Bautista	HRDD-NEAP R1
Nedel Joyce Christine L. Catiter	HRDD-NEAP R1
Abigail A. Cabilin	HRDD-NEAP R1
Karina G. Aragon	HRDD-NEAP R1