



Republic of the Philippines
Department of Education
Region VI – Western Visayas
DIVISION OF AKLAN

Arch. Gabriel M. Reyes Street, Kalibo, Aklan



31 October 2018

**To: The Public Schools District Supervisors/
Principals/Head Teacher In-charge of the District
Senior/Education Program Specialists
Public Elementary, Secondary and Integrated
School Heads
Principals' Test Qualifiers**

Sirs/Mesdames:

Greetings!

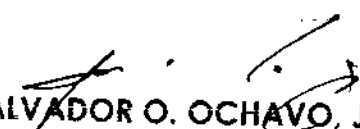
Pursuant to DepED Memorandum No. 158. s. 2018 re: 2018 Principals' test, the Schools Division Technical Working Group (SDTWG) will conduct an orientation/review on Thursday, 15 November 2018, at 8:00 A. M., at the ASJ Hall of the Division Office.

Time	Activity/Topic	Focal Person
7:00 – 8:00 A. M.	Registration	SGOD
8:00 – 9:00 A. M.	School Leadership	SDS Ochavo
9:00 – 10:00 A. M.	Instructional Leadership	CES Parohinog
10:00 – 11:00 A. M.	Creating a Student-Centered Learning Center	SEPS Ayon
11:00 – 12:00 NN	HR Management and Professional Development	EPSt II Democrito
12:00 – 1:00 P. M.	Lunch Break	
1:00 – 2:00 P. M.	Parents involvement and Community Partnerships	SEPS Parel
2:00 – 3:00 P. M.	School Management and Operations	CES Rapiz
3:00 – 4:00 P. M.	Personal and Professional Attributes and Interpersonal Effectiveness	OIC-ASDS Nillasca
4:00 – 5:00 P. M.	Reminders	AO V Mamburam/AO IV Moleta/ITO I Jamero/
5:00 P. M.	End of Activity	

Participants are requested to bring copy of National Competency-Based Standards for School Heads (NCBSSH) and snacks. Travelling expenses may be charged against local funds subject to CoA rules.

For your information and guidance.

Very truly yours,


Dr. SALVADOR O. OCHAVO, Jr., CESO VI
Schools Division Superintendent

DIVISION LETTER
No. 220, s. 2018
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