



October 7, 2019

REGIONAL MEMORANDUM
NO. 330.2019

PARTICIPANTS TO THE INSTRUCTIONAL LEADERSHIP AND MANAGEMENT PROGRAM (ILMP) CUM NEAP TRANSFORMATION-RELATED ACTIVITIES (TIP, SHDP, and FOCUS PROGRAMS)


**TO: Regional Office Chiefs
Schools Division Superintendents
All Others Concerned**

1. Pursuant to the DepEd Memorandum from the Office of Undersecretary and Chief of Staff, Atty. Nepomuceno A. Malaluan, the Department of Education, through the National Educators Academy of the Philippines (NEAP), will conduct a series of activities in line with the Instructional Leadership and Management Program (ILMP) for CID Supervisors, PSDS, and Head and Master Teachers. Furthermore, with the implementation of NEAP Transformation per DO No. 11, s. 2019, simultaneous activities will likewise be conducted with regard to Teacher Induction Program (TIP), School Heads Development Program (SHDP) Courses 1 and 2, and Focus Programs.
2. The IMP cum NEAP Transformation-aligned activities will be conducted to improve the competencies of instructional leaders in the divisions, districts, and schools as they provide technical assistance to the teachers. Likewise, it is intended to make sure that the teachers will enhance their specific skills, knowledge, and values/attitude based on the standards stipulated in the PPST.
3. Participants to the activities are selected personnel from the CO, RO, SDO, and schools chosen based on previous recommendations and their engagements with NEAP-PDD. This will ensure continuity and common understanding of what these activities hope to accomplish. Regional participants are listed as:

NO	ACTIVITIES	DATES (Exclusive of Travel)	VENUES	PARTICIPANTS	
				Names	Office
1	Comprehensive Evaluation and Alignment of ILMP, TIP, and SHDP Courses 1 and 2	October 14 to 18, 2019	Cebu	<i>Rosita Agnasi</i> <i>Jerry Ymson</i>	EPS, HRDD, RO EPS, Baguio City
2	Revision of Learning Resource Packages (LRPs) of ILMP, TIP, SHDP Courses 1 and 2 (including Policies, Implementing Guidelines, Framework, Objectives, Competency Standards, and Curriculum Designs)	October 21 to 25, 2019	Iloilo	<i>Soraya Faculo</i> <i>Marilyn Apiit</i> <i>Maricel Enciso</i> <i>Richard Boadilla</i> <i>Daisy Lumawig</i>	ASDS, Baguio City SDO EPS, Baguio City SDO Principal, Apayao Teacher, Buyagan, LT Teacher, Mawanini ES, Lamut, Ifugao
3	Validation of Learning Resource Packages (LRPs) of ILMP, TIP, and SHDP Courses 1 and 2	November 4 to 8, 2019	Butuan	<i>RD May B. Eclar</i> <i>Virginia Batan</i> <i>Khad Layag</i> <i>Marciana</i> <i>Aydinan</i>	Regional Office ASDS, Tabuk City SDO CES, CID, MP SDO CES, CID, Ifugao SDO

				<i>Gilbert Villanueva</i> <i>Limuel Dickson</i>	CES, SGOD, Apayao SDO CES, SGOD, Abra SDO
4	Finalization and Branding of the LRPs of ILMP, TIP, and SHDP Courses 1 and 2	November 18 to 22, 2019	Pampanga	<i>Soraya Faculo</i> <i>Marilyn Apiit</i> <i>Maricel Enciso</i> <i>Richard Boadilla</i> <i>Daisy Lumawig</i>	ASDS, Baguio City SDO EPS, Baguio City SDO Principal, Apayao Teacher, Buyagan, LT Teacher, Mawanini ES, Lamut, Ifugao

4. Participants to the Cebu and Iloilo activities are requested to register online using these links:
and
5. Board and lodging of all participants and travel expenses of the NEAP Program Management Team (PMT), resource persons, and documenters shall be charged against HRD funds. However, the travel expenses of field participants shall be charged to local funds subject to the usual accounting and auditing rules and regulations.
6. Participants to the activities may check in before dinner at 6:00 PM on Day 0 and are expected to check out after lunch on Day 5. The matrices of activities are attached as Enclosure 1.
7. Participants are advised to bring their personal laptops, extension cords, pocket WIFI, and related documents as references to the activities.
8. The regional participants shall be entitled to Compensatory Time-Off (CTO) in accordance with CSC and DBM Joint Circular No. 2, s. 2004 on Non-Monetary Remuneration for Overtime Service Rendered.
9. Immediate dissemination of and strict compliance with this Memorandum is directed.


MAY B. ECLAR, Ph. D., CESO V
 Regional Director

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
Instructional Leadership and Management Program
Comprehensive Evaluation and Alignment of the Program and Course Designs
October 14-18, 2019; Cebu

INDICATIVE MATRIX OF ACTIVITIES

Time	Day 1	Day 2	Day 3	Day 4	Day 5
6:00 – 8:00			Breakfast		
8:00-8:15			MOL by Teams		Plenary MOL
8:15 – 10:00	Registration	<p>What Do We Have?</p> <p>Breakout Sessions: Team ILMP: Reviewing ILPDDS LRP</p> <p>Team SHDP: Looking at Framework, Objectives, Implementing and Courses 1 and 2</p> <p>Team TIP: Existing Policy Implementing Guidelines with Curriculum</p> <p>Team Focus Programs; c/o Jhoanne</p>	<p>Where Do We Want To Go?</p> <p>Breakout Sessions Team ILMP: Recommendations for the Formulation of ILMP Policy Guidelines and Curriculum</p> <p>Team SHDP: Recommendations for the Policy Guidelines, Curriculum Design of Courses 1 and 2</p> <p>Team TIP: Recommendations for the Revision of the Policy Guidelines and Curriculum</p> <p>Team Focus Programs; c/o Jhoanne</p>	<p>How Do We Go There?</p> <p>Presentation of the Recommendations per Team in the Plenary with Feedbacking:</p> <ul style="list-style-type: none"> ✓ Team ILMP ✓ Team SHDP ✓ Team TIP ✓ Team Focus Programs 	Submission of Outputs
10:00 – 10:15			Morning Break		
10:15 – 12:00	Opening Program Objective Setting, Matrices of Activities,	Cont.	Cont.	Cont.	Where Do We Go From Here? Synthesis

	and Expected Outputs/Team				Clearing House Next Steps Closing Program
12:00 – 1:00	NEAP Transformation's Strategic Directives Workshop Mechanics <i>Lunch Break and Check In</i>	<i>Lunch Break</i>			<i>Lunch and Check Out</i>
1:00 – 3:00	Breakout Sessions on GTKYB, Leveling of Expectations, and Norm Setting Team ILMP: Background of ILPDDS: Accomplishments and Challenges Report of the Regional Rollout Review of the PPST and Discussion of the Philippine Professional Standards for Supervisors (PPSS) Team SHDP: Picking the Fruits of Labor in Davao Team TIP: From TEC to NEAP Team Focus Programs: c/o Jhoanne	Cont.	Cont.	Cont.	
3:00 – 3:15		<i>Afternoon Break</i>			
3:15 – 5:00	Cont.	Cont.	Cont.	Agreements	
5:00 – 6:00	PMT Debriefing				

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
Instructional Leadership and Management Program
Revision of Learning Resource Packages
October 21-25, 2019; Iloilo
INDICATIVE MATRIX OF ACTIVITIES

Time	Day 1	Day 2	Day 3	Day 4	Day 5
6:00 – 8:00	Breakfast				
8:00-8:15	MOL by Teams				
8:15 – 10:00	Registration	<p>What Do We Already Have? Presentation of the Recommendations from the Comprehensive Evaluation and Alignment Breakout Sessions: Team ILMP: Recommendations for the Formulation of ILMP Policy Guidelines and Curriculum</p> <p>Team SHDP: Recommendations for the Policy Guidelines, Curriculum Design of Courses 1 and 2</p> <p>Team TIP: Recommendations for the Revision of the Policy Guidelines and Curriculum</p>	<p>How Can We Help? Breakout Sessions Team ILMP: Drafting of the Policy Guidelines and Curriculum with LRP Team SHDP: Development of Course 2 Team TIP: Revising the Policy Guidelines and Curriculum Team Focus Programs; c/o Jhoanne</p>	<p>How Can We Ask Others To Help? Presentation of the Recommendations per Team in the Plenary with Feedbacking: ✓ Team ILMP ✓ Team SHDP ✓ Team TIP ✓ Team Focus Programs</p>	<p>Plenary MOL Why Are We Doing These? Submission of Outputs</p>

	Team Focus Programs; c/o Jhoanne			
10:00 – 10:15		<i>Morning Break</i>		
10:15 – 12:00	Opening Program Objective Setting, Matrices of Activities, and Expected Outputs/Team NEAP Transformation's Strategic Directives Workshop Mechanics	Cont.	Cont.	Synthesis Clearing House Next Steps Closing Program
12:00 – 1:00	Lunch Break and Check In	<i>Lunch Break</i>		
1:00 – 3:00	Breakout Sessions on GTKYB, Leveling of Expectations, and Norm Setting Team ILMP: Background of ILPDDS; Accomplishments and Challenges Report of the Regional Rollout Review of the PPST and Discussion of the Philippine Professional Standards for Supervisors (PPSS) Team SHDP: Picking the Fruits of Labor in Davao	Cont.	Cont.	Lunch and Check Out

	Team TIP: From TEC to NEAP Team Focus Programs; c/o Jhoanne				
3:00 – 3:15			<i>Afternoon Break</i>		
3:15 – 5:00	Cont.	Cont.		Agreements	
5:00 – 6:00		PMT Debriefing			

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
Instructional Leadership and Management Program
Validation of Learning Resource Packages
November 4-8, 2019; Butuan
INDICATIVE MATRIX OF ACTIVITIES

Time	Day 1	Day 2	Day 3	Day 4	Day 5
6:00 – 8:00			<i>Breakfast</i>		
8:00-8:15			MOL by Teams		Plenary MOL
8:15 – 10:00	<i>Registration</i>	<p>What Have They Done? Presentation of the Outputs from the Revision Breakout Sessions: Team ILMP: Policy Guidelines and Curriculum with Revised LRP Team SHDP: Course 2's LRP Team TIP: Revised Policy Guidelines with Curriculum with Curriculum</p> <p>Team Focus Programs; c/o Jhoanne</p>	<p>What Can Still Be Improved? Breakout Sessions Team ILMP: Policy Guidelines and Curriculum with Revised LRP Team SHDP: Course 2's LRP Team TIP: Revised Policy Guidelines with Curriculum with Review of the Modules Team Focus Programs; c/o Anna Marie</p>	<p>What Can You Say About What We Saw? Presentation of the the Recommendations per Team in the Plenary with Feedbacking: ✓ Team ILMP ✓ Team SHDP ✓ Team TIP ✓ Team Focus Programs</p>	Submission of Outputs
10:00 – 10:15			<i>Morning Break</i>		
10:15 – 12:00	Opening Program Objective Setting, Matrices of Activities, and Expected Outputs/Team	Cont.	Cont.	Cont.	<p>Where Do We Go From Here? Synthesis Clearing House Next Steps</p>

	NEAP Transformation's Strategic Directives Workshop Mechanics				Closing Program
12:00 – 1:00	<i>Lunch Break and Check In</i>	<i>Lunch Break</i>			<i>Lunch and Check Out</i>
1:00 – 3:00	Breakout Sessions on GTKYB, Leveling of Expectations, and Norm Setting Team ILMP: Background of ILPDDS: Accomplishments and Challenges Report of the Regional Rollout Review of the PPST and Discussion of the Philippine Professional Standards for Supervisors (PPSS) Team SHDP: Picking the Fruits of Labor in Davao Team TIP: From TEC to NEAP Team Focus Programs; c/o Jhoanne	Cont.	Cont.	What Do We Do About What They Thought?	
3:00 – 3:15			<i>Afternoon Break</i>		
3:15 – 5:00	Cont.	Cont.		Agreements	
5:00 – 6:00		PMT Debriefing			

NATIONAL EDUCATORS ACADEMY OF THE PHILIPPINES
Instructional Leadership and Management Program
Finalization of and Branding of Learning Resource Packages
November 18-22, 2019; Pampanga
INDICATIVE MATRIX OF ACTIVITIES

Time	Day 1	Day 2	Day 3	Day 4	Day 5
6:00 – 8:00	<i>Breakfast</i>				
8:00-8:15	<i>MOL by Teams</i>				
8:15 – 10:00	Registration	Last Few Minutes Breakout Sessions: Team ILMP: Finalizing the Policy Guidelines, Curriculum, and LRP Team SHDP: Finalizing Course 2 LRP Team TIP: Finalizing the Revised Guidelines, Curriculum, and Modules Team Focus Programs; c/o Anna Marie	Presentation of the the Recommendations per Team in the Plenary with Feedbacking: ✓ Team ILMP ✓ Team SHDP ✓ Team TIP ✓ Team Focus Programs	Back to the Teams Last Moves ✓ Team ILMP ✓ Team SHDP ✓ Team TIP ✓ Team Focus Programs	Plenary MOL Submission of Outputs
10:00 – 10:15	<i>Morning Break</i>				
10:15 – 12:00	Opening Program Objective Setting, Matrices of Activities, and Expected Outputs/Team	Cont.	Cont.	Cont.	Gratitude and Commitment Synthesis Clearing House Next Steps Closing Program

12:00 – 1:00	Lunch Break and Check In	Lunch Break		Lunch and Check Out
1:00 – 3:00	Presentation of the Validation Outputs: Team ILMP Team SHDP Team TIP Team Focus Programs	Cont.	Cont.	
3:00 – 3:15	<i>Afternoon Break</i>			
3:15 – 5:00	Cont.	Cont.	Agreements	
5:00 – 6:00	PMT Debriefing			