



Republic of the Philippines  
Department of Education  
REGION VI – WESTERN VISAYAS  
SCHOOLS DIVISION OF AKLAN

March 2, 2026

**DIVISION MEMORANDUM**  
No. 130, s. 2026

**DIVISION CAPABILITY BUILDING PROGRAM FOR SCHOOL HEADS ON  
INSTRUCTIONAL SUPERVISION**

To: Office of the Assistant Schools Division Superintendent  
Chief Education Supervisor  
Education Program Supervisors  
Public Schools District Supervisors  
Principals In-Charge of the District  
Head Teachers-In-Charge of the District  
Public Secondary and Integrated School Heads  
All Others Concerned

1. The Schools Division of Aklan through the Curriculum Implementation Division in collaboration with the School Governance and Operations Division will conduct a Division Capability Building Program for School Heads on Instructional Supervision on March 11-13, 2026 at Boracay Ocean Club, Boracay, Malay, Aklan.
2. This training will focus on empowering new educational leaders through advanced instructional supervision and enhancing their expertise in curriculum implementation, teaching methodologies, and student assessment techniques.
3. This activity aims to:
  - a. retool and/or further equip the instructional leaders with the necessary knowledge and skills on instructional supervision; and
  - b. enhance their faculties or capabilities in conducting instructional supervision and provision of technical assistance to teachers.
  - c. strengthen leadership in curriculum implementation by equipping leaders with strategies to align teaching with curricular goals.
4. All the participants are encouraged to bring their personal laptop. The following are attached to this Memorandum:

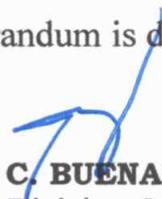
Enclosure No. 1 — List of Program Management Team and Trainers

Enclosure No. 2 — Allotment of Participants
5. Resource persons, facilitators, and technical working group members are advised to report in advance on Day 0 (March 10, 2026).
6. Expenses relative to the conduct of this training such as food, lodging of trainers and incidental expenses of trainers, participants and Training Management
7. Team shall be charged against the HRTD Funds while the travel expenses of the participants and technical working group/ resource speakers/facilitators

shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.

8. It is understood that in the conduct of this activity, there shall be no discrimination on account of age, school, gender, civil status, disability, religion, or other similar factors/ personal circumstances that run counter to the principles of equal opportunity.

9. Immediate dissemination of this Memorandum is desired.

  
**FELICIANO C. BUENAFE JR., CESO VI**  
Schools Division Superintendent

/ACP

Enclosure: None

Reference: None

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

CURRICULUM

TRAINING

INSTRUCTIONAL

SUPERVISION

List of Training Management Team, Trainers, Quality Assurers and Facilitators

Overall Lead	Feliciano C. Buenafe Jr. CESO VI <i>Schools Division Superintendent</i>  Ramon D. Paras Jr. EdD, CESE <i>Assistant Schools Division Superintendent</i>
Overall Learning Manager	Dobie P. Parohinog PhD <i>Chief, Curriculum Implementation Division</i>
Overall Program Support Services	Michael T. Rapiz <i>Chief, School Governance Operation Division</i>
Overall Program Manager	Leila Pamatian <i>Senior Education Program Specialist</i> <i>Human Resource Development Section</i>  John Rey G. Maagma <i>Education Program Specialist - HRDS</i>
Program Owner	Analyn C. Perez <i>EPS, Values Education</i>
Welfare Officer	Dr. Rhoby M. Fernandez <i>Medical Officer</i>
Logistic Officer	Keneth G. Iglesias <i>Supply Officer</i>
Finance Officer	Ann Rayshelle I. Nadua <i>Budget Officer</i>
M&E and Secretariat	Sally V. Agapito <i>Principal II</i>  Rodel N. Namayan <i>Head Teacher III</i>
Resource Speakers	Rolly Ben Madera Analyn C. Perez EdD Marife J. Matorres Phd Reginald C. Venancio Phd Mark T. Daroy Mamerto E. Iguiron Juzallie Sioco Phd
Information Technology Officer	Floradel P. Jamero <i>Information Technology Officer I</i>

**ALLOTMENT OF PARTICIPANTS**

District	No. of Participants
Altavas	5
Balete	5
Banga	5
Batan	5
Buruanga	5
Ibajay West	5
Ibajay East	5
Kalibo I	5
Kalibo II	5
Lezo	5
Libacao	5
Madalag	5
Makato	5
Malay	5
Malinao	5
Nabas	5
New Washington	5
Numancia	5
Tangalan	5