



Republic of the Philippines  
**Department of Education**

REGION IV- A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

04 February 2025

DIVISION MEMORANDUM  
No. 087 s. 2025

**TECHNICAL ASSISTANCE TO SCHOOL PERSONNEL FOR ENHANCED  
PERFORMANCE AND SERVICE DELIVERY**

To: Assistant Schools Division Superintendent  
Chief Education Supervisors  
Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. In line with **Republic Act. 9155 An Act Instituting a Frame Work of Governance for Basic Education**, a **technical assistance** activity entitled **Technical Assistance to School Personnel for Enhanced Performance and Service Delivery** will be conducted on **February 25, 2025**, in a venue to be announced through an advisory.
2. This initiative shall deepen the understanding of School Heads on their leadership and managerial functions as they work along with their staff. Specifically, the participants shall be able to:
  - a. develop a deepened understanding of their respective roles and how they should interact with one another for enhanced performance and service delivery;
  - b. craft well-founded administrative plans for SY 2025-2026; and
  - c. appreciate how each personnel contributes to the over-all performance of the schools and the entire DepEd organization.
3. Activity Matrix may be downloaded from <https://tinyurl.com/TA-SHs-AO-PDO>. Attached is Enclosure 1-List of Participants.
4. A registration fee of **P700.00 per participant from the schools** shall be charged against School MOOE, subject to usual accounting and existing rules and guidelines.
5. Strict compliance of this Memorandum is desired.

  
**CELEDONIO B. BALDERAS JR.**  
Schools Division Superintendent



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Encl.: As stated  
Reference: Republic Act. 9155  
To be indicated in the Perpetual Index  
under the following subjects:

LEARNING AND DEVELOPMENT  
PROFESIONAL DEVELOPMENT PROGRAM

SGOD-technical assistance to school personnel for enhanced performance and service delivery  
SGO9J8BT-002402/February 04, 2025

Enclosure 1

LIST OF PARTICIPANTS

TECHNICAL ASSISTANCE TO SCHOOL PERSONNEL FOR ENHANCED  
 PERFORMANCE AND SERVICE DELIVERY  
**February 25, 2025**

	<b>NAME</b>	<b>POSITION</b>	<b>SCHOOL/OFFICE</b>
1	Celedonio B. Balderas Jr.	Schools Division Superintendent	OSDS
2	Herbert D. Perez	Assistant Schools Division Superintendent	OASDS
3	Dr. Edwin R. Rodriguez	CID Chief	CID
4	Lorynel C. De Sagun	Head Teacher III	Alsam Integrated School
5	Lilibeth B. Vargas	Teacher III/ Officer in-Charge	Busal Integrated School
6	Mary Grace M. Cabili	School Principal II	Dapdap Integrated School
7	Baby Lyn T. Olandes	Head Teacher III	Domoit Elementary School
8	Teresa E. Andaya	School Principal II	East Palale Elementary School
9	Girlie A. Abaricia	Head Teacher III	Eugenio Francia Integrated School
10	Roderick O. Hugo	School Principal II	Froilan.E. Lopez Elementary School
11	Aldwin V. Capistrano	Head Teacher III	Gibanga Elementary School
12	Michael M. Safred	School Principal I	Ilasan Integrated School/ Talolong IHS
13	Alona C. Crisanto	School Principal III	Ipilan-Alitao Elementary School
14	Honesto P. Caagbay Jr.	School Principal I	Kalumpang Elementary School
15	Ronald O. Hugo	Master Teacher I / Officer in-Charge	Katigan-Alupay Elementary School
16	Larvin O. Labrada	Head Teacher III	Lakawan Elementary

			School
171	Rowena O. Sabiduria	School Principal I	Lalo Elementary School
18	Wenefredo B. Baylongo	School Principal I	Lawigue Elementary School
19	Elpidia C. Palayan	School Principal II	Malao-a/Calantas Elementary School
20	Arlene D. Pagana	Teacher III / Officer in-Charge	Masin Elementary School
21	Evelyn R. Palambiano	School Principal I	Mate Integrated School
22	Joel N. Dela Cruz	Master Teacher I BANHS/ Officer in-Charge	Mayuwi Community School
23	Luz A. Pacaigue	Head Teacher III	North Palale Elementary School
24	Democrito C. Cabile Jr.	Head Teacher III	Pandakaki Integrated School
25	Dennis O. Labita	School Principal II	Potol Elementary School
26	Ingrid A. Palad	School Principal II	South Palale Elementary School
27	Ronan R. Ranillo	School Principal II	Tayabas East Central School Tayabas West Central School II
28	Lea A. Cosico	School Principal I	Tayabas West Central School I
29	Natalia A. Andaya	School Principal I	Tayabas West Central School III
30	Julieta M. Labita	Head Teacher III	Tayabas West Central School IV
31	Reniel C. Cabuyao	Teacher III / Officer in-Charge	Valencia Elementary School
32	Waldymar E. Pasacsac	School Principal II	Cipriano J. Querubin Elementary School
33	Corazon M. Oabel	School Principal I	West Palale Elementary School

34	Cherry G. Hugo	School Principal II	Buenaventura Alandy National High School
35	Gener C. Delos Reyes	School Principal IV	Luis Palad Integrated High School
36	Rempson P. Sumilang	ASP II SHS/ Officer in-Charge	Rosario Quesada Integrated National High School
37	Joy B. Go	School Principal IV	West Palale National High School
38	Emelia R. Eclarin	Assistant School Principal II/ Officer-in-Charge	Tayabas City National High School
39	Jobelle L. Maningas	Project Development Officer I	Kalumpang ES
40	Mila Rosa Pabularcon	Project Development Officer I	South Palale ES
41	Ma. Theresa Eslacin	Project Development Officer I	Tayabas East Central School
42	Frenalyne Tabernilla	Project Development Officer I	