



Republic of the Philippines  
**Department of Education**  
Region II – Cagayan Valley  
Schools Division of Nueva Vizcaya

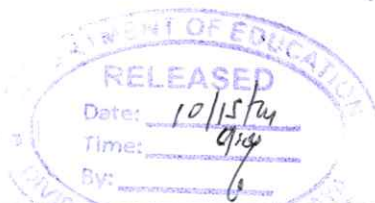
October 14, 2024

OFFICE MEMORANDUM  
No. 447, s. 2024

**SDO – NUEVA VIZCAYA CO-HOSTING OF THE INTERNATIONAL TRAINING / SEMINAR / WORKSHOP ON INSTRUCTIONAL / EDUCATIONAL LEADERSHIP AND MANAGEMENT WITH THE THEME: “MENTORING THE MENTEES” THROUGH PHILPROFLINK**

To: Assistant Schools Division Superintendent  
Functional Division Chiefs  
All Members of the PMT

- In view of the previous issuances Re learning and development (L&D) entitled “*International Training/Seminar/Workshop on Instructional/Educational Leadership and Management*” through the partnership of PhilProflink and this Division to be held on **October 17-19, 2024** at PLT Convention Center, Bascaran, Solano, Nueva Vizcaya, this Office informs all Division PMT of the following details:
  - Dress code
    - slacks and black coat with inset in the shade of:
      - day 1: yellow
      - day 2: white
      - day 3 blue
  - SGOD and CID chiefs are in-charge of introducing speakers (see attached).
  - Perfect attendance of SDO-NV PMT is expected.
- All PMT expenses relative to the conduct of the activity including meals, transportation and miscellaneous shall be charged against Division MOOE/available Division funds, subject to usual accounting and auditing rules and regulations.
- Check *Division Memoranda Nos. 412 and 441, s. 2024* for details.
- For information, guidance, and compliance.



**ORLANDO A. MANUEL PhD, CESO V**  
Schools Division Superintendent

*[Signature]*  
10-14-2024



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## PHILIPPINE PROFESSIONAL LINKAGE FROM VARIOUS DISCIPLINES, INC.

### Department of Education National Educators Academy of the Philippines

NEAP Accreditation No. LSP-2021-0006-0727

PRC Accreditation No. PTR-2017-030

Program Accreditation No. PTR-2017-030-4324

Internationally accredited by

ROYAL INSTITUTION SINGAPORE **RIASIO-201700032**

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INTERNATIONAL TRAINING / SEMINAR / WORKSHOP ON INSTRUCTIONAL / EDUCATIONAL LEADERSHIP AND MANAGEMENT WITH THE THEME: "MENTORING THE MENTEES" AT PLT CONVENTION CENTER, BASCARAN, SOLANO, NUEVA VIZCAYA FROM OCTOBER 16 – 18, 2024

#### DAY 1: OCTOBER 16, 2024 (WEDNESDAY)

TIME	ACTIVITY
08:00 AM to 10:00 AM	REGISTRATION
10:00 AM to 10:30 AM	DOXOLOGY / NATIONAL ANTHEM
10:30 AM to 10:45 AM	OPENING REMARKS By: <b>PROF. REMEDIOS MOLINA ESPERON</b> , (PPLFVDE Training Director)
10:45 AM to 11:00 AM	INSPIRATIONAL MESSAGE By: <b>DR. ORLANDO E. MANUEL</b> , Schools Division Superintendent, Division of Nueva Vizcaya
11:00 AM to 12:00 NN	TOPIC 1: THE SECRETS, VIRTUES, ESSENCE AND ROLES OF INSTRUCTIONAL LEADERSHIP. By: <b>DR. ORLANDO E. MANUEL</b> , Schools Division Superintendent, Division of Nueva Vizcaya
12:00 NN to 01:00 PM	WORKSHOP NO. 1: PREPARATION OF EDUCATION APPLICATION / WORKING BREAK
01:00 PM to 02:30 PM	TOPIC 2: HOW INSTRUCTIONAL SUPERVISION IS DONE IN CLASSROOM MANAGEMENT CYCLE TOWARD FUNCTIONAL AND TRANSFORMATIVE MENTOR AND MENTEES By: <b>DR. DIOSDADO M. SAN ANTONIO</b> , Former Undersecretary for Curriculum and Instruction, Department of Education
02:30 PM TO 05:00 PM	WORKSHOP NO. 2: PREPARATION OF LEARNING AND DEVELOPMENT APPLICATION

#### DAY 2: OCTOBER 17, 2024 (THURSDAY)

TIME	ACTIVITY
08:00 AM to 08:15 AM	DOXOLOGY & NATIONAL ANTHEM
08:15 AM to 10:30 AM	TOPIC 3: THE PARTNERSHIP OF MENTOR AND MENTEES By: <b>DR. EDWIN R. FERRER</b> , Education Program Supervisor, Division of Pangasinan
10:30 AM to 12:00 NN	WORKSHOP NO. 3: PREPARATION RESEARCH UTILIZATION AND ADAPTATION AND ACCOMPLISHMENT REPORT
01:00 PM to 03:30 PM	TOPIC 5: THE COLLABORATIVE SPIRIT CUM TEAM BUILDING ACTIVITIES TOWARD BETTER LIFELONG LEARNING By: <b>DR. ADONIS C CEPEREZ</b> , OIC - Asst. Schools Division Superintendent, Division of Nueva Vizcaya
03:30 PM TO 05:00 PM	WORKSHOP NO. 4: PREPARATION OF ACTION PLAN FOR RESEARCH, LEARNING AND DEVELOPMENT AND EDUCATION APPLICATION

#### DAY 3: OCTOBER 18, 2024 (FRIDAY)

TIME	ACTIVITY
08:00 AM to 08:15 AM	DOXOLOGY & NATIONAL ANTHEM
08:15 AM to 10:30 AM	TOPIC 4: THE PSYCHOLOGICAL TACTICS AND ETHICAL MISSION OF THE MENTOR AND THE MENTEES IN THE FIELD OF EDUCATIONAL SERVICE By: <b>DR. FLORANTE E. VERGARA</b> , Assistant Regional Director, Region 2
10:30 AM to 12:00 NN	CONTINUATION OF WORKSHOP NO. 5: HOW TO CONDUCT RESEARCH (CLASSROOM BASED, ACTION AND BASIC)
01:00 PM to 03:30 PM	SEMINAR THEME: MENTORING THE MENTEES By: <b>PROF. RODNEY PAUL DAVIS</b> , Professor at Troy University, Dothan, Alabama, U.S.A.
03:30 PM to 05:00 PM	CONTINUATION OF THE DISCUSSION by: <b>PROF. RODNEY PAUL DAVIS</b> , Professor at Troy University Dothan, Alabama U.S.A.



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