



Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS
SCHOOLS DIVISION OF KABANKALAN CITY

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM

NO. 210, s. 2023

MAY 31 2023

**ORIENTATION ON THE DUTIES AND RESPONSIBILITIES OF THE SDO & DISTRICT
SCHOOL HEADS ACADEMY (SHA) COMMITTEES, SHA SCHOLARS, AND REAP
MENTORS IN THE IMPLEMENTATION OF SCHOOL-BASED
RE-ENTRY ACTION PLAN (REAP)**

To: OIC - Asst. Schools Division Superintendent
Chiefs, CID & SGOD
Public Schools District Supervisors
Public Elementary & Secondary School Heads
Division & District SHA REAP Committee
All Others Concerned

1. Pursuant to Division Memorandum No. 208, s. 2023 RE: Change In and Additional Information to Division Memorandum No. 200, s. 2023 Re: School Heads Academy Assigned Mentors and Timelines in the Implementation of Re-Entry Action Plan (REAP), this Office, will conduct the Orientation on the Duties and Responsibilities of the SDO & District School Heads Academy (SHA) Committees, SHA Scholars, and REAP Mentors in the Implementation of School-Based Re-Entry Action Plan (REAP) on June 1, 2023 at 8:30 a.m. to 12 noon at the New Conference Hall.
2. The objectives of this activity are to update the Division and District REAP Committees and REAP Mentors and SHA Scholars on the Division implementation of the School Heads Academy and orient them on their duties and responsibilities in the implementation of the School-Based REAP.
3. The participants and the flow of the program are attached as Enclosures 1 & 2 of this Memorandum.
4. The meals and snacks and the travel expenses of the school heads and teacher-participants shall be charged to School MOOE subject to the usual accounting and auditing rules and regulations.
5. Participation to this activity especially of senior citizens, pregnant women, and immunocompromised personnel, must strictly comply with the minimum public health standards and policies set by the Department of Health (DOH), Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF-MEID), Local Government Unit (LGU), and Department of Education (DepEd).
6. For questions and/or clarification, contact Mr. Kean Von G. Yupracio, EPS II of the Human Resource Development, at 0916-6345-072.
7. Widest dissemination of and compliance with this Memorandum are desired.

MICHELL L. ACOYONG, CESO VI
Assistant Schools Division Superintendent
Officer-In-Charge
Office of the Schools Division Superintendent





Republic of the Philippines
Department of Education
Region VI-Western Visayas
SCHOOLS DIVISION OF KABANKALAN CITY

Enclosure No. 1 to Division Memorandum No. 210 s. 2023

**PARTICIPANTS TO THE ORIENTATION ON THE DUTIES AND RESPONSIBILITIES OF THE
SDO AND DISTRICT SCHOOL HEADS ACADEMY (SHA) COMMITTEES, SHA SCHOLARS,
AND REAP MENTORS IN THE IMPLEMENTATION OF SCHOOL-BASED
RE-ENTRY ACTION PLAN (REAP)**

Name	Role
1. Michell L. Acoyong, CESO VI	SHA Project Consultant
2. Lea C. Belleza EdD	SHA Project Manager
3. Cecilia G. Abello PhD	SHA Co-Project Manager
4. Junry M. Esparar PhD	SHA Co-Project Manager
5. Blas P. Tabayag, Jr.	SDO SHA REAP Committee Member
6. Eden Joy B. Nifras	SDO SHA REAP Committee Member
7. Rene S. Erillo	SDO SHA REAP Committee Member
8. Xyzette V. Ganza	SDO SHA REAP Committee Member
9. Romeo G. Poyogao	SDO SHA REAP Committee Member
10. Elvie R. Verde	SDO SHA REAP Committee Member
11. Analie V. Almaiz	SDO SHA REAP Committee Member
12. Mary Helen M. Bocol	SDO SHA REAP Committee Member
13. Julieta V. Gempison PhD	SDO SHA REAP Committee Member
14. Meralie Mae B. Gualdrapa CPA	SDO SHA REAP Committee Member
15. Sheina S. Saquian	SDO SHA REAP Committee Member
16. Eulyne D. Lucerna	SDO SHA REAP Committee Member
17. Jonalyn A. Dela Cerna	SDO SHA REAP Committee Member
18. Kean Von G. Yupracio	SDO SHA REAP Committee Secretariat
19. Aldrin T. Ballentos	SDO SHA REAP Committee Secretariat
20. Archiebal G. Poyogao	SDO SHA REAP Committee Secretariat
21. Ann Yvonne B. Vingno	District SHA Committee Chairperson
22. Saturnino T. Pabalinas Jr.	District SHA Committee Chairperson
23. Larlin Q. Quirit	District SHA Committee Chairperson
24. Miguel P. Peñaranda III	District SHA Committee Chairperson
25. Jacqueline B. Dagunan	District SHA Committee Chairperson
26. Mary Joan G. Dayon	District SHA Committee Chairperson
27. Archy Mar P. Aguilar	SHA Scholar
28. Bercy E. Sapanza	SHA Scholar
29. James Tangga	SHA Scholar
30. Jun John P. Calamay	SHA Scholar
31. Kent J. Gealon	SHA Scholar
32. Norry S. Puentespina	SHA Scholar
33. Mae Espayos	SHA Scholar
34. Jason Bayadog	SHA Scholar
35. Marlyn A. Argamaso	SHA Scholar
36. Jesusa G. Dela Paz	REAP Mentor
37. Elvie R. Verde	REAP Mentor
38. Ruben A. Saquian	REAP Mentor
39. Dinah T. Gatilago	REAP Mentor
40. Clea P. Abad	REAP Mentor
41. Eden Joy B. Nifras	REAP Mentor
42. Jolly G. Gariando, Jr.	REAP Mentor
43. Faustino T. Padilla	REAP Mentor
44. Jonathan M. Gerangue	REAP Mentor



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Republic of the Philippines
Department of Education
REGION VI-WESTERN VISAYAS
SCHOOLS DIVISION OF KABANKALAN CITY

Enclosure No. 1 to Division Memorandum No. 210 s. 2023

**PROGRAM FLOW DURING THE ORIENTATION ON THE DUTIES AND RESPONSIBILITIES
OF THE SDO & DISTRICT SCHOOL HEADS ACADEMY (SHA) COMMITTEES, SHA
SCHOLARS, AND REAP MENTORS IN THE IMPLEMENTATION
OF SCHOOL-BASED RE-ENTRY ACTION PLAN (REAP)**

June 1, 2023 | 8:30 am - 12 noon | New Conference Hall

Activity	Persons/Section In-Charge
I. Registration	SMME
II. Preliminaries	
Philippine National Anthem	HRD
Prayer	Mary Joan G. Dayon, PSDS
Regional Hymn	HRD
Division Hymn	HRD
III. Welcome Message	Cecilia G. Abello, PhD - SGOD Chief
IV. Statement of Purpose	Lea C. Belleza EdD - OIC - ASDS
V. Message	Michell L. Acoyong, CESO VI - OIC - SDS
VI. Acknowledgement of Participants	Jonalyn A. Dela Cerna - SEPS - SMME
VII. 10-minute Health Break	
VIII. Orientation Proper	Kean Von G. Yupracio - EPS II - HRD
IX. Open Forum	HRD
	Junry M. Esparar
	Cecilia G. Abello
X. Closing Message	Junry M. Esparar PhD - OIC - CID Chief
XI. Documentation	HRD
XII. Closing Prayer	Saturnino T. Pabalinas Jr. PhD
XIII. Evaluation	SMME

Program Host:
Xyzette V. Ganza PhD
EPS – Kindergarten & SPED

