DEPARTMENT OF EDUCATION
RECORDS SECTION
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BY:
DATE: 9-16-26
TIME:
LIGAO CITY DIVISION, LIGAO CITY

Republic of the Philippines
Department of Education
Region V– Bicol
SCHOOLS DIVISION OFFICE OF LIGAO CITY

DEPARTMENT OF EDUCATION
RECORDS SECTION
RELEASED
BY:
DATE: 9-16-26
TIME:
LIGAO CITY DIVISION, LIGAO CITY

Office of the Schools Division Superintendent

September 16, 2026

DIVISION MEMORANDUM 91626521

No. 0464 s. 2026

GABAY LEADERSHIP INITIATIVE PROPOSAL PRESENTATION AND REVIEW OF CONCEPT PAPERS

To: Asst. Schools Division Superintendent
CID and SGOD, Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Pursuant to RM No. 01219, s. 2026 titled **"GABAY Leadership Initiative Proposal Presentation and Review of Concept Papers"** in DepEd Region V through Human Resource Development-National Educators Academy of the Philippines Region V (HRDD-NEAP R5), this Office announces the conduct of the said activity on **September 22-23, 2026 via Microsoft Teams**.

2. Below is the list of participants in this activity:

Name	Position	School	Team
Rene Cos	Head Teacher IV	LNHS	5
Nena P. De luna	Teacher III	Abella ES	5
Maria Analou L. Princesa	Head Teacher III	Tandarura ES	6
Margie Sallao	Master Teacher II	LNHS	6

3. The Concept Paper shall reflect a **relevant** and **feasible initiative** that addresses an identified concern, gap, or priority in the school/office and demonstrates the participant's application of supervisory and managerial competencies that can be addressed **within six (6) months**.

4. The activity shall be conducted through a hybrid arrangement. The participants shall present their respective Concept Paper proposals virtually through Microsoft Teams via this link: https://tinyurl.com/PRESENTATION-CONCEPT-PAPER, while the panelists shall convene onsite at the NEAP R5 Hall, Rawis, Legazpi City to facilitate the presentation, review, deliberation, and provision of feedback on the submitted Concept Papers.

3. To ensure a smooth and organized presentation of the Concept Paper, all presenters shall observe the following guidelines:

a. Each participant shall be given a maximum of fifteen (15) minute to present their
Concept Paper
b. After the presentation, the Panelists shall be given fifteen (15) minutes to raise clarificatory questions and provide comments, feedback, and recommendations.
c. Clarifications and recommendations from the Panel shall be properly noted for consideration in the preparation of the Application Project.

d. Participants are likewise expected to join the Microsoft Teams session 10 minutes before the Opening Program for technical checking and other necessary preparations.

e. Participants shall ensure the availability of a stable internet connection, a functional device, and an appropriate venue conducive to virtual presentation.

4. Attached is the Enclosure 3:Training Matrix of RM No. 01219, s. 2026 for reference.

5. For information, and guidance.

NYMPHA D. GUEMO
Schools Division Superintendent

Encl. As stated
Reference: RM No. 01219, s. 2026

To be indicated in the Perpetual Index
under the following subjects:
LEADERSHIP PROFESSIONAL DEVELOPMENT SCHOOL LEADERSHIP TRAINING PROGRAMS

SGOD/ HRDS
~~09/16/2026~~

ENCLOSURE 3: TRAINING MATRIX

GABAY LEADERSHIP INITIATIVE PROPOSAL PRESENTATION AND REVIEW OF THE CONCEPT PAPER		
TIME	**DAY 1** **September 22, 2026**	**DAY 2** **September 23, 2026**
7:30 - 8:00	Registration	Preliminaries
8:00 - 8:30		
8:30 - 9:00	Opening Program	
9:00 - 9:30		SESSION 1: Designing for Impact: Developing the Six-Month GABAY Application Project ***Resource Person:*** *SDS Fatima D. Buen*
9:30 - 10:00	Presentation of Concept Paper (By Group)	
10:00 - 10:30		
10:30 - 11:00		SESSION 2: Measuring What Matters: Monitoring, Evaluation and Evidence ***Resource Person:*** *ASDS Lauro B. Millano*
11:00 - 11:30		
11:30 - 12:00		
12:00 - 1:00	Lunch Break	
1:00 - 1:30		SESSION 3: From Project to Practice: Institutionalizing Sustainable School Improvement ***Resource Person:*** *ASDS Cheryll V. Bermudo*
1:30 – 2:00		
2:00 – 2:30		
2:30 – 3:00		Navigating the Application Project Template ***Resource Person:*** *Ma. Shella B. Suñas*
3:00 – 3:30		
3:30 - 4:00		Finalizing the Application Project (By Group)
4:00 - 4:30		
4:30 - 5:00		
5:00 - 5:30		
5:30 - 6:30	Debriefing	Closing Program

DepED-LIGAO CITY DIVISION
SDS OFFICE
RECEIVED
BY:
DATE: 9/15/2026
TIME: 10:49 AM

Republic of the Philippines
Department of Education
REGION V - BICOL

Department of Education
Regional Office
15970
SEP 15 2026

14 September 2026

REGIONAL MEMORANDUM
No. 01219 s. 2026

GABAY LEADERSHIP INITIATIVE PROPOSAL PRESENTATION AND REVIEW OF CONCEPT PAPERS

To : Assistant Regional Director
Schools Division Superintendents
All Others Concerned

1. The Department of Education Regional Office V, through the Human Resource Development Division – National Educators Academy of the Philippines Region V (HRDD-NEAP R5), shall conduct the **GABAY Leadership Initiative Proposal Presentation and Review of Concept Papers on September 22–23, 2026 via Microsoft Teams.**

2. The Concept Paper shall reflect a **relevant** and **feasible initiative** that addresses an identified concern, gap, or priority in the school/office and demonstrates the participant's application of supervisory and managerial competencies that can be addressed **within six (6) months.**

3. The activity shall be conducted through a hybrid arrangement. The participants shall present their respective Concept Paper proposals virtually through Microsoft Teams via this link: https://tinyurl.com/PRESENTATION-CONCEPT-PAPER,while the Panelists shall convene onsite at the NEAP R5 Hall, Rawis, Legazpi City to facilitate the presentation, review, deliberation, and provision of feedback on the submitted Concept Papers.

4. To ensure a smooth and organized presentation of the Concept Paper, all presenters shall observe the following guidelines:

a. Each participant shall be given a maximum of fifteen (15) minutes to present their Concept Paper.
b. After the presentation, the Panelists shall be given fifteen (15) minutes to raise clarificatory questions and provide comments, feedback, and recommendations.
c. Clarifications and recommendations from the Panel shall be properly noted for consideration in the preparation of the Application Project.
d. Participants are likewise expected to join the Microsoft Teams session 10 minutes before the Opening Program for technical checking and other necessary preparations.

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e. Participants shall ensure the availability of a stable internet connection, a functional device, and an appropriate venue conducive to virtual presentation.

5. Enclosed are the following for reference.

Enclosure 1: GABAY List of Participants and their groupings
Enclosure 2: List of Panelists
Enclosure 3: Training Matrix
Enclosure 4: Executive, Technical, and Working Committees

6. Food and accommodation of the panelists shall be charged to the Regional HRD fund, while transportation and other incidental expenses shall be charged to the division/school local/MOOE funds, subject to existing budgeting, accounting, and auditing rules and regulations.

7. Immediate dissemination of and strict compliance with this Memorandum is desired.

GILBERT T. SADSAD
Regional Director

Encls: As stated
To be indicated in the Perpetual Index
under the following subjects:
LEADERSHIP
PROFESSIONAL DEVELOPMENT
SCHOOL LEADERSHIP
TRAINING PROGRAMS

HRDD/smn/mde
09/14/2026

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ENCLOSURE 1: LIST OF GABAY PARTICIPANTS/PRESENTERS

NAME	POSITION	DIVISION	TEAM
1. Rolly Salting	HT II	Albay	1
2. Rosemarie Ombao	MT I	Albay	
3. Mary Ann Baroma	TIC/OIC	Albay	
4. Katherine Valladolid	MT I	Albay	
5. Rowell Serrano	HT I	Albay	
6. Gina Miravalles	HT III	Albay	
7. Roldan Salvador	HT II	Albay	
8. Michael Macasinag	HT I	Albay	
9. Marian Romano	HT III	Legazpi City	
10. Jennifer Perez	HT III	Legazpi City	
11. Ruby Rosin	HT III	Legazpi City	
12. John Mark Arive	HT I	Legazpi City	
13. Roger Camacho	HT III	Catanduanes	2
14. Jorge E. Tejada	HT III	Catanduanes	
15. Christopher Valenzuela	Teacher III	Catanduanes	
16. Nelvin Villamartin	Teacher III	Catanduanes	
17. Elmer Zafe	Teacher III	Catanduanes	
18. Jessa Pursil	Teacher IV	Catanduanes	
19. Marjhon Tablizo	MT-I	Catanduanes	
20. Segundo Lumabi	HT III	Catanduanes	
21. Guindolyn Bragais	HT III	Tabaco City	
22. Arlene Robrigado	HT III	Tabaco City	
23. Vicente Olavario	MT II-ASP	Tabaco City	
24. Rumar Muan	MT I	Tabaco City	
25. Edwin Caquete	HT III	Sorsogon	3
26. Shirley Estadola	HT II	Sorsogon	
27. Maribel Daradar	ASP	Sorsogon	
28. Lenie Villa	HT III	Sorsogon	
29. Ruel Borres	HT III	Sorsogon	
30. Charlie Desabayla	Teacher III	Sorsogon	
31. Darwin Gersalia	HT III	Sorsogon	
32. Arnaldo Muncal	HT II	Sorsogon	
33. Solita Almacen	Teacher III/TIC	Sorsogon City	
34. Jose Jamolin	Teacher III/TIC	Sorsogon City	
35. Markson Mejia	SEPS/OIC	Sorsogon City	
36. Nestor Larosa Jr.	Teacher III/TIC	Sorsogon City	
37. Analou Garnica	HT I	Masbate	4
38. Cyrelle Mahinay	HT II	Masbate	
39. Michael Rosales	HT I	Masbate	
40. Nehemae Tamboboy	HT I	Masbate	

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41. Warren Tapayan	HT I	Masbate	
42. Emmerson Vibas	HT III	Masbate	
43. Christian O. Gorobao	HT I	Masbate	
44. Rengie Verdida	MT I/TIC	Masbate	
45. Michael F. Cabatana	MT I	Masbate City	
46. Joanna Rose G. Fernandez	Head Teacher - I	Masbate City	
47. Marilyn D. Rosal	MT I	Masbate City	
48. Divina B. Llarena	HT I	Masbate City	
49. Mary Grace Rubio	MT II	Camarines Norte	5
50. Rechilda Torrero	MT I	Camarines Norte	
51. Roma Ester Barco	Teacher III	Camarines Norte	
52. Medeline Esturas	Teacher III	Camarines Norte	
53. Alvin Panotes	EPS II	Camarines Norte	
54. Lerma Susano	HT III	Camarines Norte	
55. Arlyn Tabinas	HT III	Camarines Norte	
56. Arnold Adem	MT II	Camarines Norte	
57. Rhea Bueno	Teacher III	Naga City	
58. Zhandro Paulo Tiaba	Teacher III	Naga City	
59. April So	MT II	Naga City	
60. Mary Grace Yanga	Teacher III	Naga City	
61. Rene Cos	HT IV	Ligao City	
62. Nena P. De Luna	Teacher III	Ligao City	
63. Jerred Auro	Teacher III/OIC School Head	Camarines Sur	6
64. Benedick Oco	Teacher III	Camarines Sur	
65. Ricky Lucido	HT I	Camarines Sur	
66. Athena Faye Ortua	Teacher III-OIC School Head	Camarines Sur	
67. Judith Ramos	Teacher III	Camarines Sur	
68. Jonel Botor	MT I	Camarines Sur	
69. Jayson Carulla	Teacher III	Camarines Sur	
70. Faye Barrameda	OIC School Head	Camarines Sur	
71. Dante Arrabe	HT I	Iriga City	
72. Helen Albaño	MT I	Iriga City	
73. Rommel Velasco	HT I	Iriga City	
74. Milany Corporal	HT I	Iriga City	
75. Maria Analou Princesa	HT III	Ligao City	
76. Margie Sallao	HT III	Ligao City	

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ENCLOSURE 2: LIST OF PANELISTS

NAME	POSITION	DIVISION
TEAM 1		
1. Michael Uy	EPS	Sorsogon City
2. Ma. Shella Suñas	Principal	Camarines Sur
3. Iris Paz	Principal	Ligao City
TEAM 2		
1. Mary Jean S. Romero	CES	Catanduanes
2. Jim Guarnes	Principal	Camarines Sur
3. Cherry Garcia	Principal	Albay
TEAM 3		
1. Francy Valdemoro	CES	Masbate City
2. Ederlyn Morales	Principal	Albay
3. Catalina P. Garcia	EPS	Regional Office
4. Irene U. Dayandante	PSDS	Camarines Sur
TEAM 4		
1. Karen Gueriña	Principal	Sorsogon City
2. Franlie Ramos-Corporal	Principal	Camarines Sur
3. Ronald Enciso	Principal	Camarines Sur
4. Jinky A. Villareal	EPS	Regional Office
TEAM 5		
1. Cynthia Montañez	EPS	Iriga City
2. Clinton Abilong	Principal	Masbate
3. Gloria Abadesa	Principal	Legazpi City
4. Priscilla J. Ombao	EPS	Regional Office
TEAM 6		
1. Sulpicio Alferez III	Principal	Naga City
2. Cristina Marie Borromeo	Principal	Tabaco City
3. Venia Surara	Principal	Camarines Norte
4. Jolan Torres	Principal	Legazpi City

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ENCLOSURE 3: TRAINING MATRIX

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4:00 - 4:30		
4:30 - 5:00		
5:00 - 5:30		
5:30 - 6:30	Debriefing	Closing Program

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ENCLOSURE 4: EXECUTIVE, TECHNICAL, AND WORKING COMMITTEES

EXECUTIVE COMMITTEE

GILBERT T. SADSAD
Regional Director

BEBIANO I. SENTILLAS
Assistant Regional Director

SANCHA M. NACION
Chief ES, HRDD NEAP R

GRACE U. RABELAS
Chief ES, CLMD

JOAN L. LAGATA
Chief ES, ESSD

ROSE ANN B. TUBIG
CAO, FinD

ROY T. BAÑAS
Chief ES, PPRD

JOCELYN O. DY
Chief ES, QAD

EVANGELINE P. SACULO
Chief ES, FTAD

CASIANO B. PERDIGONES, JR.
CAO, AdminD

PLANNING/TECHNICAL COMMITTEE

Chairperson	:	**MELANIE D. ENCARNACION** *Education Program Specialist II, HRDD*
Co-Chairperson	:	**CATALINA P. GARCIA** *Education Program Supervisor, HRDD*
Members	:	**JINKY A. VILLAREAL** *Education Program Supervisor, HRDD* **PRISCILLA J. OMBAO** *Education Program Supervisor, HRDD* **MARILOU V. TOBONGBANUA** *Education Program Specialist II, HRDD*

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WORKING COMMITTEES	
ATTENDANCE	
Chairperson	Marilou V. Tobongbanua
Co-Chairperson	Alaster O. Palacio
ACCOMMODATION OF PANELISTS	
Chairperson	Catalina P. Garcia
Co-Chairperson	Melanie D. Encarnacion
CERTIFICATES/TOKEN	
Chairperson	Priscilla J. Ombao
Co-Chairperson	Paraluman M. Torregoza
PROGRAM, INVITATION, & SLIDE DECK	
Chairperson	Melanie D. Encarnacion
Co-Chairperson	Jinky A. Villareal
DOCUMENTATION	
Chairperson	Jinky A. Villareal
Co-Chairperson	Jeremy A. Atad
FOOD	
Chairperson	Jonah Torres
Co-Chairperson	Alaster O. Palacio
LEARNING MANAGEMENT SYSTEM	
Chairperson	Melanie D. Encarnacion
Co-Chairperson	Marvin Buhat
TECHNICAL	
Chairperson	Karen S. Legson
Co-Chairpersons	Marvin Buhat
	Melanie D. Encarnacion

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WORKING COMMITTEES	
ATTENDANCE	
Chairperson	Marilou V. Tobongbanua
Co-Chairperson	Alaster O. Palacio
ACCOMMODATION OF PANELISTS	
Chairperson	Catalina P. Garcia
Co-Chairperson	Melanie D. Encarnacion
CERTIFICATES/TOKEN	
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Co-Chairperson	Paraluman M. Torregoza
PROGRAM, INVITATION, & SLIDE DECK	
Chairperson	Melanie D. Encarnacion
Co-Chairperson	Jinky A. Villareal

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