



Republic of the Philippines
Department of Education
Region I
SCHOOLS DIVISION OFFICE PANGASINAN II

Office of the Schools Division Superintendent

03 FEBRUARY 2025

DIVISION MEMORANDUM

NO.: 160, s. 2025

**DIVISION COMMITTEE ON INSTRUCTIONAL LEADERSHIP TRAINING (ILT)
PROJECT INITIATIVE PLAN (PIP) VALIDATION**

To: Education Program Supervisors
Public Schools District Supervisors
Elementary and Secondary School Heads
All Others Concerned

APPROVED FOR TRANSMISSION:

ARVIN R. PURISIMA
ADMINISTRATIVE OFFICER V

1. The Department of Education (DepEd) has implemented the Instructional Leadership Training (ILT): Strengthening Learning Conditions for Early Literacy, a program designed for school heads and supervisors. This training aims to develop literacy leaders who foster a positive school climate by emphasizing social and emotional learning (SEL), gender equity and social inclusion (GESI), and developmentally appropriate practices to support quality literacy instruction. Upon completion, participants are expected to create project initiative plans utilizing instructional supervision practices to enhance early-grade literacy. With these, the following comprise the Division Committee on Monitoring and Evaluating the PIP of the participants attended the ILT Training:

Chairperson:

Secondary

MARCIANO U. SORIANO, JR., CESO VI
Assistant Schools Division Superintendent

Elementary

RUSSEL JIM V. TAMAYO, CESO VI
Assistant Schools Division Superintendent

Co-Chairpersons:

REDENTOR B. AQUINO, PhD
Chief Education Supervisor (SGOD)

CORNELIO R. AQUINO, EdD
Chief Education Supervisor (CID)

Members:

MARY JEAN Y. DELOS REYES
IMELDA S. LAZARO
BABY JEAN L. COLLADO
EDEN E. EVANGELISTA
MILDRED C. ESPIRITU
MINERVA D. SERAFICA
RENATO D. UMPIG
REBECCA T. GONZALES
ARABELLA MAY Z. SONIEGA
MARY JEAN Y. DELOS REYES
LEODY S. TAGULAO
Public Schools District Supervisors

JANICE M. RIVERA PhD
Senior Education Program Specialist

JULIET A. ESTRADA
Principal III

RICARDO S. TAMBOGON
Principal I

Secretariats:

JAY H. MUNGICAL
OIC- Education Program Specialist II

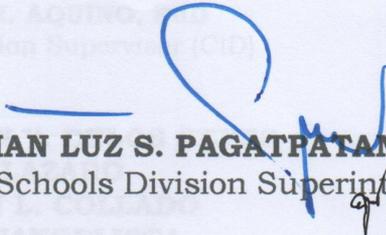
CHERRY C. QUESADA
Principal III

MILDRED M. GAGAR, PhD
Principal II

Approving:

VIVIAN LUZ S. PAGATPATAN, CESO VI
Schools Division Superintendent

2. The committee shall have the following duties and responsibilities, to wit:
 - a. oversee the development of schedules, activities, and materials for PIP Implementations
 - b. review and provide feedback on participants' Project Initiative Plans (PIPs) to ensure quality and relevance.
 - c. offer guidance and technical support to ILT participants in crafting and implementing their PIPs.
 - d. consolidate and submit reports on ILT implementation and PIP outcomes to the division and regional office.
 - e. assess the effectiveness of the ILT and PIP implementation on improving school performance and learning outcomes.
 - f. provide recommendations to refine and enhance future ILT activities and PIP processes.
3. The Secretariat shall have the following duties and responsibilities, to wit:
 - a. provide administrative support to the ILT-PIP Committee;
 - b. organize and make all necessary arrangements for ILT-PIP Committee meetings and conference;
 - c. prepare minutes of meetings and resolutions/recommendations of the ILT-PIP Committee;
 - d. take custody of the documents and other records and ensure that all transactions are properly documented;
 - e. monitor activities and milestones for proper reporting to relevant agencies when required;
4. This memorandum shall take effect immediately upon its issuance.
5. For the information and guidance of all concerned.


VIVIAN LUZ S. PAGATPATAN, CESO VI
Schools Division Superintendent