



Republic of the Philippines  
Department of Education  
REGION III  
SCHOOLS DIVISION OF BULACAN


December 15, 2022

DIVISION MEMORANDUM  
No. 495 s. 2022

**OPTIMIZING SCHOOL HEADS' INSTRUCTIONAL LEADERSHIP SKILLS TOWARDS THE  
SUCCESSFUL IMPLEMENTATION OF THE SCHOOL LEARNING RECOVERY PLAN**

To: Assistant Schools Division Superintendents  
CID Chief  
Education Program Supervisors  
Public Schools District Supervisors  
Public Elementary and Secondary School Heads  
All Others Concerned

1. This Office announces the conduct of Division Hybrid Training titled Optimizing School Heads' Instructional Leadership Skills Towards the Successful Implementation of School Learning Recovery Plan in the Elementary and Secondary Level on December 19-23, 2022 at Pulilan Central School, Pulilan District.
2. The objectives of the activity are:
  - 2.1 To foster the development of school heads' instructional leadership skills in terms of:
    - 2.1.1 Resource Provider;
    - 2.1.2 Instructional Resources
    - 2.1.3 Communicator; and
    - 2.1.4 Visible Presence
  - 2.2 To capacitate participants in building harmony and getting on issues related to student learning.
  - 2.3 To develop willingness to work as part of a group in addressing and implementing resolutions to urgent needs and challenges.
3. The participants to this activity are the following:
  - 3.1 DEPSs;
  - 3.2 PSDSs; and
  - 3.3 Elementary & Secondary School Heads
4. Enclosure 1 contains the Webinar Workshop Matrix.
5. This Division Memorandum will serve as the travel authority of the participants.
6. Adherence to the health and safety protocols is hereby required.
7. Immediate dissemination of this Memorandum is desired.

  
**ROWENA T. QUIAMBAO, CESE**  
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OIC-Office of the Schools Division Superintendent