

Republic of the Philippines
Department of Education
 REGION III-CENTRAL LUZON

ADVISORY

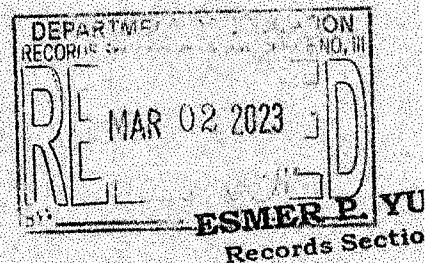
No. 227, s. 2023

To : Schools Division Superintendents

From : **MAY B. ECLAR, PhD, CESO III**
Regional Director

Subject: Invitation for Participation of Principals in Training for International Certification Course

Date : February 28, 2023



1. The Security Bank Foundation, Inc. (SBFI) will be launching its inaugural three-year training program for school principals on school leadership, contextual school problem solving, and stakeholder engagement.
2. The training program will be conducted using in-person and online delivery modes where the in-person sessions will be held in the Ateneo De Manila University, Quezon City.
3. Participants in this training program shall come from the pre-identified beneficiary schools that are listed in Annex 1 of the enclosed letter from Melissa R. Aquino, Trustee and Corporate Secretary, SBFI.
4. Included in the letter are the courses offered, training calendar, application requirements, and other details.
5. The deadline for the submission of application requirements is on March 15, 2023.
6. Shortlisted applicants will be interviewed via Zoom from May 1-15, 2023.
7. For information to all concerned eligible participants.

HRDD1/hrdd4
 February 28, 2023



SECURITY BANK FOUNDATION, INC.

15 February 2023

DR. MAY B. ECLAR
Regional Director
Department of Education - Region III

Invitation for Participation of Principals in Training for International Certification Course

Dear Dr. Eclar,

Security Bank Foundation, Inc. (SBFI) will be launching this 2023 its inaugural **3-year training program for school principals on instructional leadership, contextual school problem solving, and stakeholder engagement** in partnership with Ateneo de Manila University Center for Educational Development (ACED), The HEAD Foundation (THF) of Singapore, and the University of Nottingham (UoN) of the United Kingdom.

The training program will be conducted using in-person and online delivery modes where the **in-person sessions will be held in the Ateneo De Manila University, Quezon City.**

We are prioritizing the **principals of SBFI classrooms beneficiary schools in Luzon** as the initial pool of applicants to undergo a selection process to fill the **30 slots for batch 2023**. See Annex 1 for the list of SBFI classrooms beneficiary schools in Luzon.

In line with this, we would like to request the Department of Education (DepEd) Regional Office to **issue a memo to endorse this training program to the DepEd Schools Division Superintendents** having jurisdiction over SBFI beneficiary schools in Luzon.

We have sent a letter to the DepEd Central Office dated February 10, 2023 to formalize partnership with the DepEd for the training program and endorse this for support by the DepEd Regional and Division Offices. See Annex 2 for the copy of the letter.

The Program

1. The Program involves the participation of the following parties as Program Partners:

Partner	Roles
Ateneo Center for Educational Development (ACED)	Develop pre and post Certificate for Educational Studies in Leadership (CESL)* modules
Security Bank Foundation, Inc. (SBFI)	Fund logistics requirements of the Program, covering meals, accommodations and transportation of participants
The HEAD Foundation (THF) of Singapore	Provide the funding for the conduct of the Program
University of Nottingham (UoN) of the United Kingdom	Conduct the post graduate certificate program for public school principals

The Certificate Program is known as "Certificate for Educational Studies in Leadership" or CESL.

The CESL is a 4-month program combining in person and online trainings designed to develop school leaders using different strategies for leadership learning. These approaches include:

- lectures;
- self-paced learning;
- problem-based learning;
- extensive use of communities of practice through guided reflection sessions, planned encounters with critical friends and mentors from the faculty of UoN, industry leaders and graduates of the program.

2. The Program requires a 3-year training commitment of the principal and will involve the following:

- Year 1 (2023) - theme of transformation focus on SELF
 - 10 online sessions
 - 2 Face to Face training sessions of 3.5 days each session as part of the 4-month CESL Program
- Year 2 (2024) - theme of transformation of SCHOOL
- Year 3 (2025) - theme of transformation of COMMUNITY

3. The Year 1 (2023-2024) training calendar is as follows:

- Pre-CESL : 16 June 2023
 - CESL Face-To-Face Sessions : 25- 28 July 2023
25-28 Oct 2023
 - Online CESL Sessions : 25 Aug 2023
29 Sep 2023
 - Post CESL Sessions : 5 sessions from November 2023 to April 2024
- See Annex 3 for the detailed training calendar.*

4. Program Eligibility

The Program is open to Principals of public schools in LUZON where SBFI has a donated school building (SBFI beneficiary school). Specific eligibility requirements and application requirements are presented as Annex 4 and 5 of this letter. **A total of 30 participants will be admitted to the Program.**

5. Application Requirements

The application requirements include:

- An essay (1,000 words) to be accomplished by principal answering the following questions
 - How can I implement educational transformation in my context? (i.e. What is the key leadership issue that I intend to address?)
 - How significant is this proposed educational transformation?
 - How do I plan to implement this transformation?
- An accomplished Application Form (refer to Annex 3) including relevant requirements for submission

Annex 1: SBFI Beneficiary Schools in Luzon Eligible for Program Participation

SCHOOL NAME	REGION	PROVINCE	CITY / MUNICIPALITY
1 AVUSAN - PAOA ELEMENTARY SCHOOL	REGION I - ILOCOS REGION	ILOCOS SUR	VIGAN CITY
2 BALATONG INTEGRATED SCHOOL	REGION I - ILOCOS REGION	ILOCOS NORTE	LAOAG CITY
3 DAGUPAN CITY NATIONAL HIGH SCHOOL	REGION I - ILOCOS REGION	PANGASINAN	DAGUPAN CITY
4 ILOCOS NORTE NATIONAL HIGH SCHOOL	REGION I - ILOCOS REGION	ILOCOS NORTE	LAOAG CITY
5 ILOCOS SUR NATIONAL HIGH SCHOOL	REGION I - ILOCOS REGION	ILOCOS SUR	VIGAN CITY
6 LANANPIN ELEMENTARY SCHOOL	REGION I - ILOCOS REGION	PANGASINAN	URDANETA CITY
7 LINGSAT INTEGRATED SCHOOL	REGION I - ILOCOS REGION	LA UNION	SAN FERNANDO CITY, LU
8 NANCAYASAN ELEMENTARY SCHOOL	REGION I - ILOCOS REGION	PANGASINAN	URDANETA CITY
9 SAN FERNANDO NORTH CENTRAL SCHOOL	REGION I - ILOCOS REGION	LA UNION	SAN FERNANDO CITY, LU
10 VIGAN CENTRAL SCHOOL	REGION I - ILOCOS REGION	ILOCOS SUR	VIGAN CITY
11 ALICIA EAST CENTRAL SCHOOL	REGION II - CAGAYAN VALLEY	ISABELA	ALICIA
12 ANNAFUNAN ELEMENTARY SCHOOL	REGION II - CAGAYAN VALLEY	CAGAYAN	TUGUEGARAO CITY
13 CAJAYAN CITY NATIONAL HIGH SCHOOL	REGION II - CAGAYAN VALLEY	ISABELA	CAJAYAN CITY
14 CAJAYAN SOUTH CENTRAL SCHOOL	REGION II - CAGAYAN VALLEY	ISABELA	CAJAYAN CITY
15 MINANTE II ELEMENTARY SCHOOL	REGION II - CAGAYAN VALLEY	ISABELA	CAJAYAN CITY
16 PALLUA ELEMENTARY SCHOOL	REGION II - CAGAYAN VALLEY	CAGAYAN	TUGUEGARAO CITY
17 SANTIAGO NORTH CENTRAL SCHOOL - SPED CENTER	REGION II - CAGAYAN VALLEY	ISABELA	SANTIAGO CITY
18 SANTIAGO SOUTH CENTRAL SCHOOL	REGION II - CAGAYAN VALLEY	ISABELA	SANTIAGO CITY
19 SOLANO EAST CENTRAL SCHOOL - SPED CENTER	REGION II - CAGAYAN VALLEY	NUJEVA VIZCAYA	SOLANO
20 TUGUEGARAO WEST CENTRAL SCHOOL	REGION II - CAGAYAN VALLEY	CAGAYAN	TUGUEGARAO CITY
21 ANGELES CITY NATIONAL HIGH SCHOOL	REGION III - CENTRAL LUZON	PAMPANGA	ANGELES CITY
22 BANGA HIGH SCHOOL	REGION III - CENTRAL LUZON	BULACAN	PLARIDEL
23 BATAAN NATIONAL HIGH SCHOOL	REGION III - CENTRAL LUZON	BATAAN	BALANGA CITY

51	STA. ANASTACIA ELEMENTARY SCHOOL	REGION IV-A - CALABARZON	BATANGAS	SANTO TOMAS CITY
52	STO. TOMAS NORTH CENTRAL ELEMENTARY SCHOOL	REGION IV-A - CALABARZON	BATANGAS	SANTO TOMAS CITY
53	CAMILMIL ELEMENTARY SCHOOL	REGION IV-B - MIMAROPA	ORIENTAL MINDORO	CALAPAN CITY
54	PUERTO PRINCESA PILOT ELEMENTARY SCHOOL	REGION IV-B - MIMAROPA	PALAWAN	PUERTO PRINCESA CITY
55	STA. MONICA HIGH SCHOOL	REGION IV-B - MIMAROPA	PALAWAN	PUERTO PRINCESA CITY
56	BIGAA ELEMENTARY SCHOOL	REGION V - BICOL REGION	ALBAY	LEGAZPI CITY
57	CABAGNAN ELEMENTARY SCHOOL	REGION V - BICOL REGION	ALBAY	LEGAZPI CITY
58	CAMARINES SUR NATIONAL HIGH SCHOOL	REGION V - BICOL REGION	CAMARINES SUR	NAGA CITY
59	NAGA CITY SCHOOL OF ARTS AND TRADE	REGION V - BICOL REGION	CAMARINES SUR	NAGA CITY

 **SECURITY BANK FOUNDATION, INC.**

10 February 2023

ATTY. SUNSHINE CHARRY A. FAJARDA
Undersecretary
External Partnership Service
Department of Education

Invitation for Participation of Principals in Training for International Certification Course offered by The University of Nottingham UK, The Head Foundation SG, Security Bank Foundation and the Ateneo de Manila University

Dear Atty. Fajarda,

In response to the appeal of the Department of Education (DepEd) to upskill and reskill principals in instructional leadership and teacher management, the Security Bank Foundation Inc. (SBFI) is seeking the DepEd support specifically in terms of the following:

1. Partnership of the DepEd with SBFI and its other training partners for the conduct of a 3-year long term training for principals;
2. Endorsement from the DepEd to selected Divisions and Regions to authorize respective school principals to apply for the Program.

The Program

1. **The Program involves the participation of the following parties as Program Partners:**

Partner	Roles
Ateneo Center for Educational Development (ACED)	Develop pre and post Certificate for Educational Studies in Leadership (CESL)* modules
Security Bank Foundation, Inc. (SBFI)	Fund logistics requirements of the Program, covering meals, accommodations and transportation of participants
The HEAD Foundation (THF) of Singapore	Provide the funding for the conduct of the Program
University of Nottingham (UoN) of the United Kingdom	Conduct the post graduate certificate program for public school principals

The Certificate Program is known as "Certificate for Educational Studies in Leadership" or CESL.

Application forms and requirements should be provided via email to Dr. Carmela C. Oracion, Director, Ateneo Center for Educational Development (aced@ateneo.edu) and using the email subject line format **CESL - Name of Division - First Name, Last Name**.

The deadline for the submission of the application requirements is on **15 March 2023** (Wednesday).

For questions and concerns on the Program, including submission of relevant attachments which may take time to process, please get in touch with **Mrs. Amelia Dycoco** at **09175760036**.

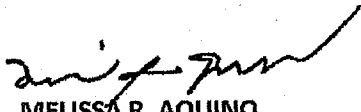
SBFI reserves the right to open the application to other non-SBFI beneficiary school principals in Luzon if we are not able to receive enough applicants by 15 March 2023.

6. Program Screening

Short-listed applicants will be scheduled for interview by representatives from ACED, SBFI, THF and UoN via ZOOM from 1- 15 May 2023.

May we therefore request the DepEd to endorse to its Regional Offices and Divisions in Luzon where SBFI beneficiary schools are located to encourage and authorize the school principals to apply for the Program.

Very truly yours,



MELISSA R. AQUINO
Trustee and Corporate Secretary
Security Bank Foundation, Inc.

Annex 1 : Training Calendar

Annex 2: Eligibility Requirements

Annex 3: Program Details

Annex 4: Application Requirements

Annex 5: SBFI Beneficiary Schools in Luzon eligible for Program Participation

Annex 3: Training Calendar

DATES	ACTIVITY
June 16, 2023	Opening Session (Program Overview and Philippine Education Challenges and Solutions)
July 25-28, 2023	CESL 3 Days In-Person Training at Ateneo De Manila University in Loyola Heights, Quezon City
August 25, 2023	CESL Synchronous Online Training
September 29, 2023	CESL Synchronous Online Training
October 24-27, 2023	CESL 3 Days In-Person Training at Ateneo De Manila University in Loyola Heights, Quezon City
November 24, 2023	Online Session on Mentoring Project Team
January 19, 2024	Online Session on Project Risk Management
February 16, 2024	Online Session on Project Monitoring and Troubleshooting
March 15, 2024	Online Session on Project Evaluation
April 19, 2024	Online Session on Project Reporting

Annex 4: Training Calendar

Our eligibility requirements for potential participant school principals are as follows:

- ✓ School principal of a public school in Luzon **with SBFi donated school building**
- ✓ Has **at least 7 years** of service before retirement
- ✓ Demonstrated the resourcefulness in implementing context-based school transformation
- ✓ Is available and can commit to attend all activities indicated on the **Program Details sheet (Annex 3)**
- ✓ Has thoroughly reviewed and will comply with all requirements indicated on the **Program Details sheet (Annex 3)**

Annex 5: Program Details



The
HEAD
Foundation



University of
Nottingham
UK | CHINA | MALAYSIA



SECURITY BANK
FOUNDATION, INC.



ATENEO DE MANILA
UNIVERSITY

Proponents and Program History

The HEAD Foundation is a Singapore-based charity organization whose vision involves the improvement of the quality of education in Asia by being a thought leadership center, especially in educational leadership.

University of Nottingham is one of the top 20 universities in the United Kingdom and is active in positioning itself as a top research university. Its research centers include the center for educational leadership and management.

Together, these two institutions introduced the “Certificate for Educational Studies in Leadership” or CESL program in 2018, launching it in Jakarta, Indonesia then continuing it in the Philippines in 2019 and 2021 in partnership with Ateneo Center for Educational Development.

In 2023, Security Bank Foundation, Inc. (SBFI) joined the partnership with the objective of bringing the CESL program as a component of its 3-year training program for school principals on instructional leadership, contextual problem solving, and stakeholder engagement, prioritizing principals of SBFI classrooms beneficiary schools as initial training program beneficiaries.

Certificate in Education Studies in Leadership (CESL) 4.0

Fresh from the successful completion of three international rounds of this programme, the principal partners have agreed to embark on a terminal round. The Certificate in Education Studies in Leadership (CESL) will be provided by UoN’s CRELM (United Kingdom) with financial, logistical and intellectual support from THF (Singapore), the Ateneo Centre for Educational Development (ACED) and possibly from another private partner - the Security Bank Foundation Incorporated (SBFI).

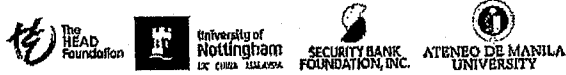
CESL is a stand-alone learning module in which participants are not officially enrolled in a UoN course. CESL is designed as a 30-credit unit (at least 30 hours contact time). CESL is designed to provide qualified school leaders, teachers and educational officers with a repertoire of knowledge, skills and dispositions enabling them to implement effective, culturally-based and context-responsive leadership in the school system. The target cohort number for the fourth round of CESL (beginning 2023), to be implemented in a hybrid mode, is around 130 Filipino participants.¹

The Design Principles: Blended Learning, Experiential Learning and COPs

The design principles of CESL revolve around three core concepts: (1) the use of strategies for leadership learning that balances online synchronous and asynchronous sessions; (2) the application of experiential learning through guest lectures and visits built around

¹ These 130 potential participants represent current school partners of Security Bank Foundation, Inc.

Annex 6: Application Requirements



**APPLICATION FOR ADMISSION TO THE
CERTIFICATE IN EDUCATIONAL STUDIES
IN LEADERSHIP PROGRAMME**

Instructions to Applicant:

Please read the instructions below carefully before completing the application form: There should be 4 pages.

1. All sections of the application form must be filled with the required information. If any section does not apply to you, please enter "NA" or "Not Applicable."
2. The application form must be completed in *neat print* and returned together with supporting documents requested.
3. Submit original and photocopy of certificates and documents with your application. The office, however will not be responsible for damage or loss of certificates or documents.
4. The application form when completed should be sent with all requested documents to:

ATTN: Dr. Carmela C. Oracion

Director

Ateneo Center for Educational Development
aced@ateneo.edu

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Passport-size
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(A) PERSONAL DETAILS

<p>NAME Please check one: <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. Last Name</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>First Name</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<p>DATE OF BIRTH (dd/mm/yy) <div style="display: flex; justify-content: space-between; width: 100%;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div> </p> <p>AGE <input style="width: 20px; height: 20px;" type="text"/></p>
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<p>EMAIL ADDRESS: _____</p>	<p>SPOUSE'S NAME: _____</p> <p>FATHER'S NAME : _____</p> <p>MOTHER'S NAME: _____</p>
<p>HOME ADDRESS</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p style="text-align: right; font-size: small;">(postal code)</p>	<p>PREFERRED MAILING ADDRESS</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p style="text-align: right; font-size: small;">(postal code)</p>
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problem-based learning approaches and (3) the extensive use of Communities of Practice (COPs) through guided reflection sessions and planned encounters with Critical Friends/Mentors. Alumni of the past three runs will serve as mentors and facilitators, to guide and share their experiences with the next cohort.

Mode of Delivery: 4 months, three subjects

These design principles have been created to come up with a customised four month programme. Upon successful completion of the project, the participants will be provided with Certificates of Completion. There are three subjects to be covered in the two and a half month programme, namely: (1) Educational Leadership Landscapes; (2) Essentials of Educational Leadership and Change and a third individual-based action research component: (3) Enacting Transformational Action Plans (TAPs).

For 2023 onwards, the CESL programme will be conducted in its original hybrid mode with a total of two Face 2 Face (F2F) sessions of 3.5 days each, and at least two webinars. These sessions will be complemented by two individual tutorials for each of the participants. A final culminating meeting will serve as an conference/showcase event - an Education Roundtable - highlighting the TAPs of the participants.

CRELM will be responsible for designing, developing and implementing the programme, including the online lectures, webinars, guided reflections and tutorials.

UoN Accreditation and Costs

Upon completion of the programme, UoN CRELM through the School of Education, will provide Certificates of Completion to all the participants. From the perspective of UoN the participants are viewed as individuals undertaking professional development programs offered by the university.

Fees and Penalties

No fees will be collected from the participants.

Participants, however, will be required to enter into a contract with SBF and THF. The contract will stipulate, among other things, that participants who fail to attend all the sessions will be required to refund the fees shouldered by Security Bank Foundation, The HEAD Foundation and University of Nottingham. The contents of the contract will be discussed in detail before the programme commences.

Equipment and Internet Access

The participants are also requested to secure the necessary equipment (i.e. laptops, speakers, headphones, etc) and stable internet connection necessary for the conduct of all programme components