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

October 19, 2026

DIVISION MEMORANDUM

No. 474 s. 2026

**CENTRAL LUZON ASSEMBLY OF EDUCATION LEADERS (CLAEL) 2026:
CONFERENCES FOR MASTER TEACHERS AND ASPIRANTS, SCHOOL LEADERS,
AND SCHOOL COUNSELOR ASSOCIATES (SCA)**

To: Assistant Schools Division Superintendents
CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Elementary & Secondary School Heads
All Division Office Unit Heads
All Teaching and Non-Teaching Personnel
All Others Concerned

1. Pursuant to Division Memorandum No. 373, s. 2026 and Regional Memorandum No. 385, s. 2026, the Schools Division of Bulacan hereby disseminates the conduct of the three conferences under the **Central Luzon Assembly of Education Leaders (CLAEL) 2026**, organized by the Central Luzon Association of Schools Superintendents, Inc. (CLASS Inc.). These conferences provide professional learning opportunities for school counselor associates, guidance personnel, Master Teachers, aspiring school leaders, and school heads to strengthen their professional competencies and support effective educational service delivery.
2. The three conferences shall be conducted according to the following schedule:
 - A. **November 3-5, 2026 - Conference for School Counselor Associates (SCA).** This three-day conference focuses on the legal and ethical foundations of school guidance services, mental health and learner protection, core helping skills, psychological first aid, crisis intervention, documentation, referral mechanisms, and guidance program implementation.
 - B. **December 14, 2026 - Conference for Master Teachers and Aspirants.** This conference is intended for Master Teachers, aspiring school leaders, and other interested education personnel seeking to strengthen their leadership competencies and prepare for future leadership responsibilities.
 - C. **December 15, 2026 - Conference for School Leaders.** This conference is intended for school heads, newly deployed Officers-in-Charge (OICs), and other interested education leaders seeking to enhance their leadership and school management practices.
3. The conferences shall be held at the **Laus Group Event Center, City of San Fernando, Pampanga**, on a live-out basis.



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4. The registration details for the three conferences are as follows:

A. Conference for School Counselor Associates: The registration fee is Six Thousand Pesos (P6,000.00) per participant, covering meals, training kits, learning materials, resource speakers' honoraria, venue rental, and administrative costs.

Accommodation and Transportation. Since the conference for School Counselor Associates will be conducted on a live-out basis, participants shall make their own arrangements for accommodation, if necessary, and transportation to and from the venue. They are likewise advised to coordinate with the organizers regarding registration, payment, and other logistical requirements.

Deadline for Registration and Payment: October 24, 2026

Participants are reminded to complete the following two important actions:

- **SDO Bulacan Division Registration:** Accomplish the division registration form which can be accessed through this link: <https://tinyurl.com/BulacanCLAEL2026>
- **CLAEL Registration and Payment:** Refer to the link below for the event registration link or QR code, as well as the payment details and procedures: <https://tinyurl.com/2026CLAEL-Reg-SCA>

Please ensure that both links are completed on or before the deadline.

B. Conference for Master Teachers and Aspirants and Conference for School Leaders: The registration fee is Two Thousand Pesos (P2,000.00) per participant, inclusive of learning materials, certificate, meals, and venue. Participants shall make their own arrangements for transportation to and from the venue.

Deadline for Registration and Payment: October 30, 2026

Participants are reminded to complete the following two important actions:

- **SDO Bulacan Division Registration:** Accomplish the division registration form, which can be accessed through this link: <https://tinyurl.com/BulacanCLAEL2026>
- **CLAEL Registration and Payment:** Refer to the link below for the event registration link or QR code, as well as the payment details and procedures: <https://tinyurl.com/2026CLAEL-Reg>

Please ensure that both links are completed on or before the deadline.

5. Each district is allocated a specific number of participant slots for the three CLAEL 2026 conferences. Accordingly, Public Schools District Supervisors are directed to identify and endorse eligible participants from their respective districts for the Conference for Master Teachers and Aspirants, Conference for School Leaders, and Conference for School Counselor Associates, ensuring that the number of endorsed participants adheres to the assigned district allocation and the applicable registration requirements.

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6. Participation in all three conferences shall be voluntary and subject to the approval of the immediate supervisor or school head, as applicable, and the exigencies of service. School heads shall ensure appropriate arrangements to maintain the uninterrupted delivery of classroom instruction, guidance services, and other essential school operations, consistent with DepEd Order No. 9, s. 2005, and other applicable policies.
7. Registration fees and travel-related expenses, when applicable, may be charged against the School Maintenance and Other Operating Expenses (MOOE) or other allowable funding sources, subject to the availability of funds, prior approval of authorized officials, and compliance with existing budgeting, accounting, auditing, and procurement rules and regulations. The use of government funds shall be properly authorized and supported by the required documentation.
8. This Memorandum may serve as the **Travel Authority** for all participants joining the said activity.
9. Immediate dissemination of and strict compliance with this Memorandum is directed.


CECILIA E. VALDERAMA, PhD, CESO VI
Schools Division Superintendent 



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Republic of the Philippines – DepEd Region III

2026 CLAEEL

CONFERENCE FOR SCHOOL COUNSELOR ASSOCIATES (SCA)

Every Learner Matters. Every School Counselor Associate Makes a Difference

REGISTER NOW

WHEN AND WHERE

- **NOV 3 (Tuesday):** The Role, the Law, and the School Setting
- **NOV 4 (Wednesday):** Core Helping, Mental Health, and Learner Protection
- **NOV 5 (Thursday):** School Practice, Documentation, Referral, and Program Implementation

3-Day Live-out Activity
Laus Group Event Center, City of San Fernando, Pampanga

REGISTRATION FEE

₱6,000.00 per participant
Covers meals, training kits, learning materials, and venue.

DEADLINE FOR REGISTRATION AND PAYMENT

OCTOBER 24, 2026

HOW TO REGISTER

- 1 Scan the QR code or open the link.
- 2 Fill out the registration form.
- 3 Pay through PBCOM or LBP. Use this reference: **Name - School - SDO - CLAEEL2026SCA**
- 4 Upload your receipt and enter the reference number.
- 5 Wait for your official registration receipt and entry pass.

PAYMENT DETAILS

Option 1: Philippine Bank of Communications (PBCOM) Savings Account
Account Name: Central Luzon Association of School Superintendents, Inc.
Account Number: 0271-2010-20429

Option 2: Roland M. Fronda CLASS Treasurer
LBP Balanga City
Account Number: 0446-2843-47

Open to School Counselor Associates, Guidance Personnel, and Guidance Designates.
Participation is voluntary and subject to approval of the head of office and to DepEd policies.
Comply with DepEd Order No. 9, s. 2005 to avoid disrupting classes and operations.
Slots are allocated per Schools Division Office.

Organized by CLASS Inc. in coordination with DepEd Regional Office III
For inquiries: CLASS Inc. Secretariat / DepEd Regional Office III



Scan to register

tinyurl.com/2026CLAEEL-Reg-SCA



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Republic of the Philippines – DepEd Region III

2026 CLAEEL

CENTRAL LUZON ASSEMBLY OF EDUCATION LEADERS (CLAEEL)

CONFERENCE

*Strengthening Instructional Leadership, Supervisory Competence,
and Professional Growth*

REGISTER NOW

WHEN AND WHERE

- DEC 14 (Monday), 8 AM – 5 PM:** Conference for Master Teachers and Aspirants
- DEC 15 (Tuesday), 8 AM – 5 PM:** Conference for School Leaders

Laus Group Event Center, City of San Fernando, Pampanga

REGISTRATION FEE

₱2,000.00 per participant
Covers learning materials, certificate, meals, and venue.

DEADLINE FOR REGISTRATION AND PAYMENT

OCTOBER 30, 2026

HOW TO REGISTER

- 1 Scan the QR code or open the link.
- 2 Fill out the registration form.
- 3 Pay through PBCOM or Landbank.
- 4 Upload your receipt and enter the reference number.
- 5 Wait for your confirmation email after payment verification.

PAYMENT DETAILS

Option 1: Philippine Bank of Communications (PBCOM) Savings Account
Account Name: Central Luzon Association of School Superintendents, Inc.
Account Number: 0271-2010-20429

Option 2: Roland M. Fronda CLASS Treasurer
LBP Balanga City
Account Number: 0446-2843-47

Scan to register

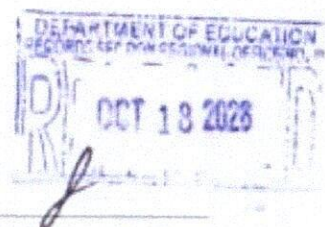
tinyurl.com/2026CLAEEL-Reg

Participation is voluntary and subject to DepEd policies. Comply with DepEd Order No. 9, s. 2005 to avoid disrupting classes and operations.

Organized by CLASS Inc. in coordination with DepEd Regional Office III
For inquiries: CLASS Inc. Secretariat / DepEd Regional Office III



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REGION III-CENTRAL LUZON



October 13, 2026

REGIONAL MEMORANDUM

No. **385**, s. 2026

2026 CLAEI CONFERENCE FOR SCHOOL COUNSELOR ASSOCIATES (SCA)

To: Schools Division Superintendents
Assistant Schools Division Superintendents
Chiefs, CID and SGOD
Public Elementary and Secondary School Heads
School Counselor Associates and Guidance Designates
All Others Concerned

1. The Department of Education Regional Office III (DepEd RO III) hereby disseminates and endorses the conduct of the 2026 CLAEI Conference for School Counselor Associates of Central Luzon, an initiative organized by the Central Luzon Association of Schools Superintendents Inc. (CLASS Inc.). The conference is designed as a specialized professional development activity aimed at elevating student-focused mental health, guidance support, child protection, career guidance, psychological first aid, and referral mechanisms across public schools in Region III, in strict compliance with Republic Act (RA) No. 12080 and existing DepEd policy frameworks.

2. The conference focuses on three core learning areas across its three-day duration:

- Day 1 (November 3, 2026): Understanding the Role, the Law, and the School Setting — Establishing legal foundations, ethical practice, and administrative integration within basic education.
- Day 2 (November 4, 2026): Core Helping, Mental Health, and Learner Protection Skills — Enhancing clinical helping skills, crisis intervention, psychological first aid, and child protection protocols.
- Day 3 (November 5, 2026): School Practice, Documentation, Referral, and Program Implementation — Standardizing guidance office documentation, multi-tiered referral systems, and school-wide program management.

3. The schedule and venue for the conference are as follows:

Dates	November 3–5, 2026 (3-Day Live-out Activity)
Venue	Laus Group Event Center, City of San Fernando, Pampanga
Modality	Live-out Basis



Address: Matalino St., D.M. Government Center, Maimpis,
City of San Fernando (P)

Telephone Number: (045) 598-8580 to 89

Email Address: region3@deped.gov.ph

Website: <https://region3.deped.gov.ph>





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4. The designated participants are the following:
- School Counselor Associates and designated Guidance Personnel from public elementary and secondary schools across Region III.
 - Guidance Designates (teachers officially designated to oversee school guidance functions in schools without Plantilla guidance positions).

5. Attendance of participants shall be strictly voluntary subject to the approval of the heads of office and availability of division/school slots and institutional funds. Strict compliance with DepEd Order (DO) No. 9, s. 2005 (Time-on-Task Policy), ensuring that school-level arrangements (such as assignment of substitute learning task sheets) are established to guarantee the uninterrupted delivery of guidance services and regular classroom instruction.

6. The slots allocated per Schools Division Office (SDO) are as follows:

Schools Division Office	Slots	Schools Division Office	Slots
Angeles City	27	Nueva Ecija	157
Aurora	32	Olongapo City	29
Balanga City	14	Pampanga	88
Baliwag City	14	San Fernando City	32
Bataan	91	San Jose City	8
Bulacan	146	San Jose del Monte City	53
Cabanatuan City	33	Science City of Muñoz	8
Gapan City	14	Tarlac City	42
Mabalacat City	19	Tarlac Province	75
Malolos City	21	Zambales	84
Meycauayan City	13	TOTAL	1,000

7. Participants shall register online through the registration link or QR code below on or before **October 24, 2026**. The online registration form shall be accomplished together with the payment procedure under paragraph 9, including the upload of proof of payment.



Registration Link:

<https://tinyurl.com/2026CLAEL-Reg-SCA>

Scan the QR code or open the link to register.



Address: Matalino St, D.M. Government Center, Maimpis,
City of San Fernando (P)

Telephone Number: (045) 598-8580 to 89

Email Address: region3@deped.gov.ph

Website: <https://region3.deped.gov.ph>





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8. Financial arrangements for the activity shall be governed as follows:
- a. **Registration Fee:** A registration fee of Six Thousand Pesos (P6,000.00) per participant shall be collected by CLASS Inc. to cover meals, training kits, learning materials, resource speakers' honoraria, venue rental, and administrative costs.
 - b. **Allowable Fund Source:** Registration fees and travel-related expenses may be charged against school Maintenance and Other Operating Expenses (MOOE) or other allowable local fund sources, subject to the availability of funds, school head approval, and strict adherence to standard government accounting and auditing rules and regulations.
 - c. **Accommodation & Transit:** In view of the live-out arrangement, participants shall secure their own lodging and transportation, as needed. All concerned are encouraged to coordinate with the organizers concerning registration and other logistical arrangements.
9. Participants and SDOs remitting registration fees via bank deposit or online transfer shall observe the following sequential procedure:

Step 1: Remittance of Registration Fee

Payments must be deposited to the official CLASS Inc. bank account:

Bank Name	Philippine Bank of Communications (PBCom)	Land Bank of the Philippines (LBP)
Branch	San Fernando Branch	Balanga Branch
Account Name	Central Luzon Association of School Superintendents, Inc.	Roland M. Fronda (Treasurer)
Account Number	0271-2010-20429	0446-2843-47

Step 2: Transaction Reference Specification

To facilitate immediate identification, remitting personnel must indicate the following payment reference string in the deposit slip or online transfer note:

[Participant Full Name] - [School/Office Name] - [SDO] - CLAE2026SCA

Step 3: Online Registration, Verification and Confirmation

A scanned copy or clear digital image of the validated deposit slip or transaction receipt must be uploaded through the online registration form. The CLASS Inc. Secretariat shall verify the deposit and transmit the official electronic registration



Address: Matalino St, D.M. Government Center, Maampis,
City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89
Email Address: region3@deped.gov.ph
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receipt and event entry confirmation pass to the email address provided in the registration form.

10. Immediate dissemination of this Memorandum is desired.

TOLENTINO G. AQUINO
Regional Director

Encl.: 2026 CLAEL Conference Program Matrix for School Counselor Associates
References: DepEd Order (No. 9, s. 2005); DepEd Order (No. 8, s. 2013); Republic Act No. 12080

To be indicated in the Perpetual Index under the following subjects:
CONFERENCES GUIDANCE OFFICIALS POLICY SCHOOLS
TEACHERS

MSS/2026-CLAEL-Guidance-Conference
October 13, 2026



Address: Matalino St., D.M. Government Center, Maimpis,
City of San Fernando (P)
Telephone Number: (045) 598-8580 to 89
Email Address: region3@deped.gov.ph
Website: <http://region3.deped.gov.ph>





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

REGIONAL MEMORANDUM

No. 373 s. , 2026

**2026 CENTRAL LUZON ASSOCIATION OF EDUCATION
LEADERS (CLAEL) CONFERENCE**

To: Schools Division Superintendents
Assistant Schools Division
Superintendents
Chiefs, Curriculum Implementation Division (CID)
Chiefs, School Governance and Operations Division
(SGOD) Public and Private Elementary and
Secondary School Heads All Others Concerned

1. The **Central Luzon Association of Schools Superintendents Inc. (CLASS Inc.)** will organize and conduct the **2026 Central Luzon Association of Education Leaders (CLAEL) Conference**, a professional development activity intended to strengthen instructional leadership, supervisory competence, and professional growth among educators and education leaders in Central Luzon.
2. The conference aims to provide participants with opportunities to deepen their knowledge and competencies in instructional leadership, supervision, professional practice, and emerging issues affecting teaching, learning, and school governance. It also serves as a platform for professional dialogue, sharing of best practices, networking, and collaboration among educational leaders across Region III.
3. The schedule and target participants for the activity are as follows:

Date and Venue	Activity / Target Participants
December 14, 2026, 8 AM – 5 PM Laus Group Event Center, City of San Fernando, Pampanga	Conference for Master Teachers and Aspirants
December 15, 2026, 8 AM – 5 PM Laus Group Event Center, City of San Fernando, Pampanga	Conference for School Leaders



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4. Target participants include **Master Teachers, aspiring educational leaders, and School Heads/Leaders** from the different Schools Division Offices (SDOs) in Central Luzon. Participation of public school personnel shall be strictly voluntary and subject to existing Department of Education (DepEd) policies, rules, and regulations.
5. A registration fee of **Two Thousand Pesos (Php 2,000.00)** per participant shall be charged to cover conference expenses, including learning materials, certificates, meals, venue costs, resource speakers' honoraria, administrative requirements, and other incidental expenses chargeable to MOOE or any other available funds subject to standard accounting and auditing rules and regulations. Payments can be made thru: 1. Philippine Bank of Communications (PBCom) Savings Account Account Name: Central Luzon Association of School Superintendents, Inc. Account Number: 0271-2010-20429 2. Roland M. Fronda CLASS Treasurer LBP Balanga City 0446-2843-47. The deadline for registration and payment is on October 30, 2026.
6. Schools Division Superintendents and School Heads are reminded to ensure strict compliance with **DepEd Order No. 9, s. 2005** (*Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith*). Concerned offices shall ensure that participation in the activity will not disrupt classes and essential school and office operations.
7. Attached is a copy of the request letter from CLASS Inc. signed by Ms. Imelda P. Macaspac, President, for reference.
8. For inquiries and further details, interested participants may coordinate with the CLASS Inc. Secretariat or the DepEd Regional Office III.
9. Immediate dissemination of this Memorandum is desired.

TOLENTINO G. AQUINO
Regional Director

Encl.: As stated
Reference: Letter request from CLASS Inc. dated September 30, 2026 To be indicated in the Perpetual Index under the following subjects:

CONFERENCES
OFFICIALS
SCHOOLS
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