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Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF CITY OF VALENZUELA

**Office of the Schools Division
Superintendent**

DIVISION MEMORANDUM
No. 0318 s. 2026

PRINCIPAL TRAINING FOR ELEMENTARY AND SECONDARY SCHOOL HEADS

To: OIC – Assistant Schools Division Superintendent
Chief Education Supervisors – CID/SGOD
Public Schools District Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

1. Attached is a communication letter from Coun. Lorie Natividad-Borja, Action Officer, Education 360 Investment Program, City of Valenzuela, regarding the conduct of the above-captioned activity on **April 22, 2026 (Wednesday)**, from **8:00 a.m. to 5:00 p.m.**, at **Dalandanan Wes Events Center, Dalandanan, Valenzuela City**, the content of which are self-explanatory and provided for appropriate action.
2. The attendance of public elementary and secondary school heads is hereby enjoined.
3. For inquiries, clarifications, and further information regarding the said activity, kindly contact Ms. Kelly through mobile number 0916-603-8566.
4. Immediate dissemination of this Memorandum is desired.

NOEL D. BAGANO
Schools Division Superintendent

Encl.: as Stated
References: None
To be indicated in the Perpetual Index
under the following subjects:

TRAINING
SCHOOL HEAD

CID/DM- PRINCIPAL TRAINING FOR ELEMENTARY AND SECONDARY SCHOOL HEADS
APRIL 14, 2026

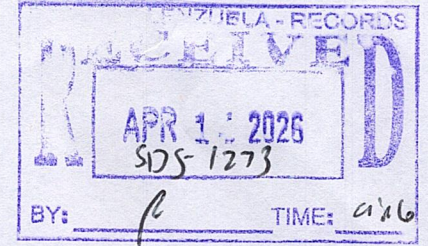


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DR. NOEL D. BAGANO
Head, Schools Division Superintendent
Division of City Schools – Valenzuela City



Dear Sir:

Greetings!

The City Government of Valenzuela through the Education 360 Degrees Investment Program in partnership with the Synergeia Foundation, will be conducting a **Principal's Training for Elementary and High School (School Heads)** on April 22, 2026 (Wednesday), from 8:00 A.M. to 5:00 P.M to be held at Dalandanan Wes Events Center (Dalandanan, Valenzuela City)

The primary objective of this activity is to enhance the leadership and professional competencies of school heads and to promote leadership excellence and continuous professional growth among school leaders. Through this initiative, we aim to empower school heads to become more effective educational leaders and to support their respective personnel in improving their skills, ultimately contributing to the holistic growth and development of learners.

In line with this, we respectfully request the support of your good office as our partner in this endeavor, particularly in assisting with the dissemination of information and encouraging the participation of school heads from the different public elementary and secondary schools in Valenzuela City.

For inquiries and further information, you may contact Ms. Kelly at 0916-603-8566.

Thank you very much for your continued support and cooperation.

Very truly yours,

COUNCILOR LORIE NATIVIDAD-BORJA
Action Officer
Education 360° Investment Program