



Republic of the Philippines  
**Department of Education**  
Region VI – Western Visayas  
**SCHOOLS DIVISION OF CAPIZ**

21 AUG 2024

DIVISION MEMORANDUM  
NO. 487, s.2024

**SCHOOL LEVEL ACTION PLANNING FOR HEALTHY LEARNING INSTITUTIONS**

To: OIC, Office of the Assistant Schools Division Superintendent  
Chief Education Supervisors  
Curriculum Implementation Division  
Schools Governance and Operation Division  
Public Schools District Supervisors  
Selected School Heads  
Non-Teaching Personnel of 30 LMES

1. Enclosed is a letter from the Provincial Health Office dated August 16, 2024 regarding the conduct of **School Level Action Planning for Healthy Learning Institutions** which is self-explanatory.
2. The activity aims to orient and train the participants about Healthy Learning Institutions.
3. The list of participants for Workshop 2, Batch 1 and Batch 2 is found in Enclosure No.1, for your reference.
4. Travelling expenses of the participants are chargeable against School MOOE Funds subject to usual accounting and auditing rules and regulations.
5. Immediate dissemination of this Memorandum is desired.

**MIGUEL MAC D. APOSIN, EdD, CESO V**  
Schools Division Superintendent

Enclosure : as Stated  
Reference: Letter from PHO  
To be indicated in the Perpetual Index  
Under the following subjects  
School  
Health  
Services



Address: Banica, Roxas City  
Contact Number: (036) 620 2371  
Email Address: [capiz@deped.gov.ph](mailto:capiz@deped.gov.ph)  
Website: <https://depedcapiz.ph>



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**Department of Education**  
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**SCHOOLS DIVISION OFFICE-CAPIZ**

487

Enclosure No. 1 to Division memorandum No. \_\_\_\_\_ s. 2024

**WORKSOP 2 BATCH 1:August 27-30,2024**

NAME OF SCHOOL	SCHOOL HEAD	ADAS/AO	DISTRICT
1. San Antonio ES	Analie Mestidio	Menrosre Delfin	Cuartero
2. Carataya ES	Roy Estorque	Lishia Trisia Duya	Cuartero
3. Telesforo Aperocho ES	Jovenyl Ambos	Nicol Gregorios	Sapian
4. Guise IS	Emmanuel Cunada	Carla Mae Provideo	Pllar
5. Aglanot IS	Napoleon Protasio	Rose Ann Linacero	Dumarao
6. San Martin ES	Richard Fano	Kimberly Grace Nacionales	Dumalag
7. San Agustin ES	Reynaldo Felongco	Janseen Detablan	Dumalag
8. Roxas Es	Germin Garbosa	Adrian Galono	Tapaz West
9. Acuna ES	Johnald Jimenez	Lyzel Mayo	Tapaz East
10. Ubog Es	Eda Pagayon	Reza Eno	Jamindan
11. Guinbialan IS	Fe Depena	Jean Ann Clavero	Maayon
12. Quinabongolan ES	Aiza Jean Deseo	Alson Floreda	Maayon
13. Parallan ES	Neressa Lopez	John Reiner Dordas	Maayon
14. Artuz ES	Maricel Gardose	Noelyn G. Florino	Tapaz West
15. Agcococ ES	Neil Fabayos	Alexander Lenard Dollete	Tapaz West

**WORKSHOP 2 BATCH 2:SEPTEMBER 3-6,2024**

NAME OF SHOOL	SCHOOL HEAD	ADAS/AO	DISTRICT
1. Butacal ES	Ma. Leizel Lamazon	Judy Bernaldez	Panay
2. Navitas ES	Jessery Berry	Jezil Faeldonia	Panay
3. Bantigue ES	Amelie Bulquerin	Mary Grace Dela Torre	Panay
4. Buntod ES	Anecito Barrera	Ariel De Matias	Panay
5. Lanipga ES	Raymunda Villaraiz	Nadine Rendon	Panay
6. Jamul-awon ES	Gladys Barolo	Ariel De Matias	Panay
7. Agbanog ES	Juvelyn Degala	Michael Olipendo	Pontevedra
8. Ameligan ES	Maricel Macatangay	Mark Louie Ortencio	Pontevedra
9. Gabuc ES	Hengie Celoso	Baby Jane Bibit	Pontevedra
10. Manapao ES	Ruel Carillo	Justine Quiambao	Pontevedra
11. Ilas Norte ES	Evangeline Faraon	Analie Avila	Dao
12. Madulano ES	May Dolor	Kenie Rose Bedeo	Pres. Roxas
13. Pandan ES	Evelyn Dellota	John Carlo Santillan	Pres. Roxas
14. Sangkal ES	Manny Dorado	Jimrose Alis	Pres. Roxas
15. Quina yuya ES	Kristine Mae Alvaira	Ruth Farnazo	Dao



**Address:** Banica, Roxas City  
**Contact Number:** (036) 620 2371  
**Email Address:** capiz@depd.gov.ph

## INVITATION TO THE SCHOOL- LEVEL ACTION PLANNING FOR HEALTHY LEARNING INSTITUTIONS

PHO CAPIZ <phocapiz2012@gmail.com>

Fri 8/16/2024 3:37 PM

To:DEPED CAPIZ <capiz@depd.gov.ph>

Cc:Josephine Camacho <cphoradiocom19@gmail.com>;HEPO CapizPHO <capizpho.hepo@gmail.com>

 4 attachments (2 MB)

SCHOOL LEVEL DEPED 1.jpg; SCHOOL LEVEL DEPED 2.jpg; PROGRAM 1.jpg; PROGRAM 2.jpg;

Re: INVITATION TO THE SCHOOL- LEVEL ACTION PLANNING FOR HEALTHY LEARNING INSTITUTIONS

Dear Sir / Ma'am,

Greetings of Good Health!

**Please see attached files regarding the above-mentioned subject.**

Kindly acknowledge receipt of this email.

Thank you and God Bless!

Warm regards,

*L.M. AGUSTIN*

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### **CAPIZ PROVINCIAL HEALTH OFFICE**

Arnaldo Boulevard, Roxas City, Capiz 5800

Telephone Number: (036) 6210-629; 6216-598

Email Address: [phocapiz2012@gmail.com](mailto:phocapiz2012@gmail.com)

*"Promotes, Protects and Preserves Health and Well-being of All Capiznons"*





Republic of the Philippines  
Province of Capiz  
**Capiz Provincial Government**  
**PROVINCIAL HEALTH OFFICE**

August 16, 2024

**MIGUEL MAC A. APOSIN, EdD, CESO V**  
Schools Division Superintendent  
DepEd Capiz Division

**Dear Sir Aposin,**

Greetings of good health!

Series of workshops in relation to Healthy Learning Institution Program implementation in the province of Capiz were done. We recently conducted the Provincial Level Training of Trainers for the Healthy Learning Institution. It was attended by participants from DOH Capiz, Provincial Health Office, LGU Health Education and Promotion Officers, and nurses from DepEd Capiz and City Division. Participants from the training will be tasked to cascade and train the Last Mile Elementary School principals and non-teaching staff for the upcoming HLI Workshop 2 (2 batches). In relation to it, we would like to request the following HLI Trained DepEd personnel as **Resource Speakers** for the Workshop 2 to be conducted on the following dates:

**Activity: SCHOOL-LEVEL ACTION PLANNING FOR HEALTHY LEARNING INSTITUTIONS**

**Venue: Nesta's Sky Garden Hotel, San Roque St., Roxas City**

<b>AUGUST 27-30, 2024</b> <b>WORKSHOP 2 (Batch 1)</b>	<b>September 3-6, 2024</b> <b>WORKSHOP 2 (Batch 2)</b>
Rolendy De Pedro, Nurse II (HLI Focal)	Rolendy De Pedro, Nurse II (HLI Focal)
Sheralyn Baticados, Nurse II	Sheralyn Baticados, Nurse II
Lira Celino, Nurse II	Mona Liza Eribal, Nurse II
Aldene Besa, Nurse II	Emma Joy Santiago, Nurse II
Clyte Eusebio, Nurse II	Mary Janette Cordova, Nurse II

These activities aim to orient and train the participants about the Healthy Learning Institution program for the 30 Last Mile Elementary Schools in Capiz. In addition, may we request the DepEd HLI team to inform and invite the participants for the 2 batches of training for the workshop 2: **1 Principal and 1 Non-Teaching Staff from LMES**. This is a **LIVE-IN Training**. Food and accommodation will be provided to the participants.

PT  
Arnaldo Boulevard, Barangay Inzo Arnaldo Village,  
Roxas City 5800 Capiz  
Landline Number: (036) 6216598  
Email Address: phocapiz2012@gmail.com

ISO Certified Local Government Unit  
Certificate Number QMS/15/R63/0365



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Province of Capiz  
**Capiz Provincial Government**  
**PROVINCIAL HEALTH OFFICE**

For any concerns, kindly call the Provincial Health Office at (036) 6216-598/09185716315 and look for **GENNIE L. MARIANO, Health Education and Promotion Officer II**.

Thank you so much for your continued support to the Healthy Learning Institution Program. We are honored to be working and collaborating with you in this endeavor.

Sincerely,

**RAMON ALEX T. NOLASCO, MD, MPA**  
Provincial Health Officer II

**Pt**  
Arnaldo Boulevard, Barangay Inzo Arnaldo Village,  
Roxas City 5800 Capiz  
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**2024 Healthy Learning Institutions Implementation**  
**Workshop 2: School-Level Action Planning for HLI in Capiz**  
 (2 batches) August 27-30 & September 3-6, 2024  
 Nesta's Sky Garden Hotel, San Roque St., Roxas City

Time	Activity	Person-in-charge
<b>DAY 1 : INTRODUCTION</b> <a href="https://bit.ly/HLI-W2-Day1-Deck">https://bit.ly/HLI-W2-Day1-Deck</a>		
9:00 AM	Registration, Check in & Preliminaries	PHO
12:00 NN	LUNCH	
1:00 PM	<b>Session 1:</b> <i>Multifaith prayer, National anthem, Capiz Hymn</i>  <i>Opening message</i>	Alex T. Nolasco, MD, MPA PHO II
	<i>Expectation setting*, Workshop overview</i>	PHO HEPO
1:30 PM	<b>Session 2: Introduction to Healthy Learning Institutions</b> <ul style="list-style-type: none"> <li>○ Orientation on HLI</li> <li>○ Discussion on HLI</li> <li>○ Visioning Exercise</li> </ul>	PHO
4:00 PM	Recap and reminders	Pax
<b>DAY 2 : CONTEXT SETTING</b> <a href="https://bit.ly/HLI-W2-Day2-Deck">https://bit.ly/HLI-W2-Day2-Deck</a>		
9:00 AM	<b>Session 3: Deep Diving on the HLI Framework</b> <ul style="list-style-type: none"> <li>○ Recap on the Six Pillars</li> <li>○ The HLI Implementation</li> <li>○ The OKD-HLI Self Appraisal Checklist</li> </ul>	DepEd
12:00 NN	Lunch	
1:00 PM	What We Have in Common <b>Session 4: Annual Implementation Plan Review</b> <ul style="list-style-type: none"> <li>● School-based Management and the AIP Template</li> <li>● AIP Review</li> </ul>	PDOHO
4:00 PM	Recap and Reminders	Pax
<b>DAY 3 : ACTION PLANNING</b> <a href="https://bit.ly/HLI-W2-Day3-Deck">https://bit.ly/HLI-W2-Day3-Deck</a>		
9:00 AM	<b>Session 5: Planning Proper</b> <ul style="list-style-type: none"> <li>● Gallery walk &amp; top 5</li> </ul>	PDOHO



12:00 NN	Lunch and School Work	
1:00 PM	<b>Session 5: Planning Proper (continuation)</b> <ul style="list-style-type: none"> <li>● Mapping stakeholders</li> <li>● Formulation of supplemental AIP for HLI</li> </ul>	PDOHO
4:00 PM	Recap and Reminders	Pax
<b>DAY 4 : PRESENTATION AND CLOSING</b> <a href="https://bit.ly/HLI-W2-Day4-Deck">https://bit.ly/HLI-W2-Day4-Deck</a>		
9:00 AM	Back-to-back drawing <b>Session 6: Presentation of Plans</b>	
10:30 PM	<b>Session 7: What's Next For HLI?</b> <ul style="list-style-type: none"> <li>● Orientation of INSET</li> <li>● Monitoring and Evaluation</li> <li>● Clay Work</li> </ul>	DepEd
12:00 NN	LUNCH	
1:00 PM	<b>Session 8: Closing Ceremony</b> <i>Closing message. Recognition ceremony</i>	Leah L. Del Rosario, MD,MMHoA PHO I
4:00 PM	End of Day	