TO: OIC - Asst. Schools Division Superintendent
   Chief Education Supervisors
   Public Elementary and Secondary School Principals / OICs
   All Concerned

Conduct of LAC Sessions to NQESH - Takers - Phase II

1. This Office, through the Human Resource Development Section, will be conducting LAC Sessions - Phase II to all interested applicants of the National Qualifying Examination for School Heads (NQESH) of SDO Muntinlupa on February 11, 18, and March 4, 11 and 18, 9:00 a.m to 4:00 p.m at the SDO Conference Room. The sessions aim to prepare the applicants for the upcoming NQESH on April 9, 2016, 8:00 - 11:30, at the Quezon City Science High School.

2. The topics for discussions are the following:
   a. School Leadership
   b. Instructional Leadership
   c. Creating Student - Centered Learning Climate
   d. Human Resource Management & Professional Development
   e. Parent Involvement & Community Partnership
   f. School Management & Operation
   g. Personal & Professional Attributes & Interpersonal Effectiveness

3. Immediate and wide dissemination of this Memorandum is desired.

MAURO C. DE GULAN, Ed. D.
Schools Division Superintendent