



Republic of the Philippines  
**Department of Education**

REGION IV-A  
**SCHOOLS DIVISION OFFICE OF CAVITE PROVINCE**

**March 1, 2022**

**NOTICE OF MEETING**





No. **041**, s. 2022

To: Assistant Schools Division Superintendents  
Chief, School Governance and Operations Division  
Strengthening Coaching and Mentoring Culture in SDO Cavite Province  
Proponent, Program Management Team and Learning Facilitators  
All Concerned

**PREPARATION MEETING FOR THE IMPLEMENTATION OF  
THE NEAP-RECOGNIZED TRAINING PROGRAM**

1. Please be informed that there will be a meeting on **March 3, 2022 at 2pm-3pm via Zoom Application** in preparation for the 3<sup>rd</sup> phase of implementation of the NEAP-recognized training program. Meeting Link can be accessed through these details:  
<https://tinyurl.com/Coaching-Mentoring-Culture>  
Meeting ID: 810 2841 5435  
Passcode: 30sBvS
2. The agenda of the said meeting are relative to the conduct of Strengthening Coaching and Mentoring Culture in SDO Cavite Province on March 8-9, 2022, including:
  - a. delegation of topics among learning facilitators;
  - b. tasking among the program management team;
  - c. training materials to prepare; and
  - d. other matters.
3. The participants are the following:
  - a. ASDS Randy D. Punzalan- Proponent
  - b. Montano L. Agudilla, Jr.- Learning Facilitator
  - c. Magdalena Lubigan-Learning Facilitator
  - d. Bernadette Sumagui-Learning Facilitator
  - e. Ronalyn P. Salazar
  - f. May Anne Joy D. Romanes
  - g. Mona Karlaine Cortez
  - h. Ronel Asas
  - i. Lara Vey Cabaya
  - j. Jay Dayrit
  - k. Matthew Tolentino



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“Serbisyong Pang Edukasyong Tapat at Sapat para sa Batang KABITENYO”



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- l. Lito Camo, Jr.
  - m. Neil Ivan Lontoc
  - n. Maria Belen C. Mojica
  - o. Kristine G. dela Rosa
  - p. Jerry Punongbayan
4. Attendance of the concerned personnel is a must.

**ROMMEL C. BAUTISTA, CESO V**  
Schools Division Superintendent

RPS/NOM No. 041S. 2022  
BU- 2633/03/01/2022



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