



Republic of the Philippines
Department of Education
 Cordillera Administrative Region
SCHOOLS DIVISION OF BAGUIO CITY

October 06, 2025

DIVISION MEMORANDUM

NO. 623-2025

CONDUCT OF INSTRUCTIONAL SUPERVISION TRAINING FOR TEACHERS

To: Assistant Schools Division Superintendent
 Chief Education Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Others Concerned

- Pursuant to DepEd Order No. 24, s. 2025, this Office shall Conduct an Online Orientation on the Expanded Career Progression and a Capacity Building on Instructional Supervision to all K to 12 public school teachers, on **October 07 from 2:00 to 6:00pm via Zoom**. The link will be sent through the SDO School Head group chat.
- The objectives of the activity are as follows:
 - Improve teaching effectiveness.
 - Provide professional development and support for teachers
 - Promote a culture of continuous improvement.
- Participants are all public school teachers in the SDO from Kinder to Grade 12.
- To complete the required 8 hours for Instructional Supervision, offline tasks shall be accomplished as a requirement for the online release of certificates.
- The activity matrix is as follows:

Time	Activity/Topic	Focal/Speaker
2:00-2:05	Preliminaries	HRDS
2:05-2:50	Expanded Career Progression	ASDS CARMEL MERIS NIEVES EBANIO
2:50-3:40	Instructional Supervision aligned with RPMS-PPST	JULIET C. SANNAD CES-CID
3:40-4:20	Data Driven Instructional Supervision	MARY JANE N. MALIHOD EPS- TLE
4:20- 5:00	Classroom Observation and Feedback Mechanisms	ROSANNA D. DIZON PSDS
5:00-5:20	Instructions on Take home assignments and Monitoring and Evaluation	HARRIS DIZON ASUNCION SAGUID
5:20-5:30	Closing Statement	HRDS



Address: 82 Military Cutoff Rd, Baguio, Benguet, 2600

Telephone No.: (074) 665-1231

Email Address: baguio.city@deped.gov.ph



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6. Offline tasks shall be monitored by the School heads and must be submitted on or before **October 08, 2025 before 5:00 pm**. Certificates of participation will be automatically sent to the participants via email upon submission of their outputs.
7. Immediate dissemination and compliance with this Memorandum is enjoined.


SORAYA T. FACULO PhD, CESO VI
Schools Division Superintendent 