



Republic of the Philippines
Department of Education
Region VIII
SCHOOLS DIVISION OF CALBAYOG CITY

September 23, 2024

DIVISION MEMORANDUM

No. 492 s. 2024

**CONDUCT OF DIVISION QUARTERLY PORTFOLIO DAY FOR
SCHOOL YEAR 2024-2025**

To: CID Chief & SGOD Chief
Public Schools District Supervisors
Public Elem. & Secondary Principals/Head Teachers/TICs
All Other Concerned

1. In reference to the Regional Memorandum No. 923, s. 2024, re "Conduct of the Quarterly Portfolio Day for School Year 2024-2025", this office through the Curriculum Implementation Division, hereby sets the conduct of the Division Quarterly Portfolio Day for School Year 2024-2025 on the following schedule:

1 st Quarter	-	October 12, 2024;
2 nd Quarter	-	December 14, 2024;
3 rd Quarter	-	February 22, 2025; and
4 th Quarter	-	April 12, 2025.

2. The following suggested activities that may be included as part of the school's conduct of the Portfolio Day are as follows:

- Parent-Teacher Adviser Conference and Feedback Giving;
- Showcase of Learners' Outputs and Performances; and
- Distribution of Learners Progress Report Cards.

3. A consolidated district picto-narrative report shall be submitted to the division office c/o Mr. Arnold M. Jaraba a week after the event using the attached Accomplishment Report Template.

4. The division monitors shall be headed by the CID Chief Renato S. Cagomoc, Education Program Supervisors, Public Schools District Supervisors and SGOD personnel



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5. The participants to this activity who travel or render services on days that fall on weekends and holidays can avail of the Service Credits, CTO or COC equivalent to eight (8) hours of service per day whichever is applicable per DepEd Order No. 67, s. 1988 and CSC Memo Circular No. 09, s. 1988.


6. This Memorandum shall serve as **Travel Authority** to the participants and monitors.

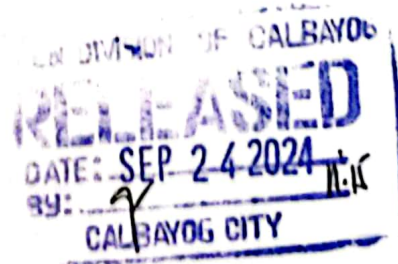
7. Expenses relative to the conduct of the above-indicated activity are charged to school MOOE/local funds subject to the usual accounting and auditing rules and regulations.

8. Immediate dissemination of and compliance with this Memorandum are desired.

MARGARITO A. CADAYONA JR. PhD, CESO VI
Assistant Schools Division Superintendent
Officer In-Charge
Office of the Schools Division Superintendent

For the Schools Division Superintendent:


JUN-NILOU D. DULFO, PhD.
OIC-Assistant Schools Division Superintendent
Office In-Charge



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Portfolio Day Accomplishment Report
S.Y. 2024-2025, First Grading Period

Date of Conduct: October 12, 2024		
Number of Schools in the Division which conducted the activity:		
Reasons for Rescheduling (if any)		
Portfolio Day modality (Percentage of schools in the division which implemented the modality)		
_____ In-person		
_____ Blended Modality, specify		
_____ Distance Modality, specify		
Focus Areas	Issues and Challenges	Resolution(s)
1. Parent-Teacher-Adviser Conference and Feedback Giving		
2. Showcase the different outputs made by the learners for the 1st quarter through an exhibit		
3. Give recognition to learners who have showed outstanding performance during the 1st quarter period		
4. Distribution of learner's progress report/cards		
5. Others, please specify		

Parents and/Guardians Remarks/Comments/Observations on Portfolio Day



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PICTURES

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PSDS

Noted:

RENATO S. CAGOMOC EdD, DM
CID Chief

Approved:

MARGARITO A. CADAYONA JR. PhD, CESO VI
OIC- Schools Division Superintendent



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