



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

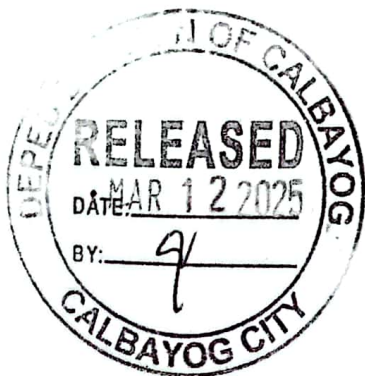
March 11, 2025

**DIVISION MEMORANDUM**  
 NO. 158, s. 2025

**ORIENTATION/REORIENTATION ON THE DEVELOPMENT OF SESSION GUIDE  
 WRITING AND SLIDE DECK PREPARATION**

**TO:** Asst. Schools Division Superintendent  
 SGOD/CID Chiefs  
 Education Program Supervisors  
 Public School District Supervisors  
 Elementary & Secondary School Heads  
 Elementary & Secondary School Teachers  
 All Others Concerned

1. This Office, through the School Governance and Operations Division-Human Resource Development Section (SGOD-HRDS), shall conduct an *Orientation/Reorientation on the Development of Session Guide and Slide Deck Preparation* on **March 14, 2025, 1:00 to 5:00 PM** at the Senior High School Conference Hall, Calbayog City National High School, Calbayog City
2. The objectives of this activity are the following:
  - a. Orient the participants on the rules and guidelines in writing the session guides and preparing the slide decks;
  - b. Assign topics to be used during screening process; and
  - c. Give tips and reminders on how to become an effective Learning Facilitator.
3. The participants to this orientation are all the new aspirants/applicants and the Division Pool of Learning Facilitators (see attached list).
4. Immediate dissemination and guidance of all concerned are desired.



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



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**SCHOOLS DIVISION OF CALBAYOG CITY**

March 11, 2025

**DIVISION MEMORANDUM**

No. 160, s. 2025

**UPDATES OF DIVISION MEMO NOS. 013, 036, & 110, S. 2025 RE DIVISION-BASED ASSESSORS TRAINING ON EXPANDED CAREER PROGRESSION SYSTEM FOR TEACHERS: DEEPENING ON CLASSROOM OBSERVATION AND PORTFOLIO ASSESSMENT**

TO: Assistant Schools Division Superintendent  
 CID and SGOD Chief Education Supervisors  
 Education Program Supervisors  
 Public Schools District Supervisors  
 Public Elementary & Secondary School Heads  
 All Others Concerned

1. This Office, informs all concerned participants on the following changes of schedules in the conduct of the ***Division-Based Assessors Training on Expanded Career Progression System for Teachers: Deepening on Classroom Observation and Portfolio Assessment (Div. Memo nos. 013, 036 & 110, s. 2025)*** due to procurement concerns and supervening activities:

Batch	From	To	District	Participants
Batch 1	March 25-28, 2025	May 20-23, 2025	Calbayog Districts	School Heads, AO IIs, PSDS, EPS-adopter
Batch 2	April 1-4, 2025	May 27-30, 2025	Oquendo & Tinambacan Districts	School Heads, AO IIs, PSDS, EPS-adopter

- All other provisions in the previous Issuance are still in effect.
- For immediate dissemination and guidance of all concerned.



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

sgod/hrds/mpscenoloc



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