



Republic of the Philippines
Department of Education
Region III
Schools Division Office of Angeles City



14 March 2023

DIVISION MEMORANDUM
No. 099 s.2023

**CONDUCT OF CAPACITY BUILDING FOR SENIOR HIGH SCHOOL
PRINCIPAL/ASSISTANT PRINCIPALS AND SUBJECT GROUP HEADS**

To: Assistant Schools Division Superintendent
OIC-Chief Education Supervisor, CID
Chief Education Supervisor, SGOD
Heads, Public Secondary Schools
Assistant Principals/Officers-in-Charge of the Senior High School

1. Please be informed of the conduct of the Capacity Building for the Senior High School Principal/Assistant Principals and Subject Group Heads on March 25 and April 1, 2023, at 8:00 in the morning, Learning and Development Conference Room.
2. This activity aims to:
 - 2.1 address emerging issues and concerns in the implementation of SHS Curriculum; and
 - 2.2 simulate phases of classroom observation.
3. Participants in this activity are the OIC-CID Chief, Education Program Supervisor in charge of TVL and Work Immersion, Technical Working Group, Principal of Angeles City Senior High School, Assistant Principals/Officers-in-Charge, and Subject Group Heads.
4. Expenses relative to the conduct of this activity shall be charged against Division INSET Funds subject to the usual accounting and auditing rules and regulations.
5. Participants are entitled to service credit for their attendance to this activity subject to the provisions of DepEd Order No. 53, s. 2003 known as "Updated Guidelines of Vacation Service Credits to Teachers and Compensatory Time-Off and Overtime Credit in accordance to CSC and DBM Joint Circular No. 2, s. 2004 on Non-Remuneration for Overtime Services Rendered."
6. Immediate and wide dissemination of and compliance with this Memorandum is earnestly desired.

J. Tamayo
MA. IRELYN P. TAMAYO PhD, CESO V
Schools Division Superintendent

Encl: As stated
References: DO No. 21, s. 2019, DO No. 39, s. 2018, DO No. 58, s. 2017,
DO No. 30, s. 2017, DO No. 19, 2016, and DO No. 8, s. 2015

To be indicated in the Perpetual Index
under the following subjects:
CAPACITY BUILDING SENIOR HIGH SCHOOL
CID/OIC-Chief/March 14, 2023



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Enclosure No. 1 of the Division Memorandum No. 099, s. 2023

MATRIX OF ACTIVITIES
March 25 and April 1, 2023

Time	Day 1 (March 25, 2023)
8:00-8:30 am	Opening Program
8:30-9:30 am	Addressing Common Administrative Issues and Challenges in the Senior High School Curriculum
9:30-10:20 am	Reiteration of DepEd Order No. 19, s. 2016
10:20-11:20 am	Coaching on the Phases of Classroom Observation
11:20-12:00 nn	Simulation of Pre-Observation Conference
12:00-1:00 pm	Lunch Break
1:00-2:00 pm	Demonstration Teaching
2:00-4:00 pm	Simulation of Post Observation Conference
4:00-5:00 pm	Feedback Giving

Time	Day 2 (April 1, 2023)
8:00-8:30 am	Management of Learning
8:30-10:30 am	Addressing Common Issues and Concerns on Classroom Assessment DepEd Order No. 8, s. 2015
10:30-12:00 nn.	Accomplishing School Forms 9 and 10
12:00-1:00 pm	Lunch Break
1:00-2:30pm	Addressing Common Issues and Concerns on Work Immersion
2:30-4:00 pm	Strengthening Focus Group Discussion and LAC Session
4:00-5:00 pm	Closing Program



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Enclosure No. 2 of the Division Memorandum No. 099, s. 2023

Technical Working Group

Chair:	Adrian P. Tamayo
Co-chair:	Regidor Bonifacio
Members:	Edison Bagayan
	Alona Manalansan
	Jeffrey Canlas
CID Personnel:	Amando C. Yutuc PhD
	Josephine G. Figueroa PhD