



Republic of the Philippines
Department of Education
 Region XI
SCHOOLS DIVISION OF DIGOS CITY
 Digos City



DIVISION MEMORANDUM
 No. 115, s. 2018

November 26, 2018

CORRIGENDUM TO DIVISION MEMORANDUM NO. 1145, S. 2018
RE: FIFTH DIVISION HIMAMAT- CLASS OBSERVATION AND ROLLING CONFERENCE

To: CID and SGOD Chiefs
Education Program Supervisors
Public Schools District Supervisors
Division Section/Unit Heads
Elementary and Secondary School Heads
Assistant Principals

1. In corrigendum to Division Memorandum No. 1145, s. 2018, re: Fifth Division Himamat – Class Observation and Rolling Conference, all provisions stipulated therein shall all be replaced with the provisions in this Memorandum as follows:
 - a. In reference to this Office's Project on Himamat as articulated in the Division Education Development Plan, the field is hereby reminded of the conduct of the 5th Rolling Conference with inserted Class Observations on November 27, 2018 at Aplaya Elementary School, Digos City.
 - b. In connection with the said activity, each is expected to strictly observe the timeline below:

Time	Activities	
7:00 – 7:59	Registration	
	Attendance to Flag Ceremony	
8:00 – 11:30	MANCOM Proper (to be facilitated by the Admin including EMCEE and for taking down of Minutes)	
	- Preliminaries	
	- SDS Time/ Updates	
	- ASDS Time/ Updates	
	- SGOD Concerns	
	- CID Concerns	
	- Admin Concerns	
11:30 – 12:00	Pre-Conference for Class Observation	
1:00 – 3:30	Class observation Proper	
	For EPS, PSDS, School Heads & Assistant Principals	For Other MANCOM Members
	- Class Observation - Processing/ Post-Conferences	Observing implementation of some other DepEd thrusts, projects and programs
3:30 – 5:00	Post-Conference among all School Heads, EPS and PSDS	

- c. Below is the matrix of schedule for Class Observations:

Name of Teacher	Grade & Section	Subject	Time	School Head/ Process Observer (PO)	PSDS/EPS
Meriam A. Lagunsay	Kinder A	Work Period 1	1:00 – 1:45	Dann Becamon (PO) Raquel Ramos	Zenaida Guya
Leizel J. Rojo	Kinder B	Work Period 1	1:00 – 1:45	Zandria Sy (PO) Mishel Cadungog	Cherry Rossette Oliva
Clejean M. Dinglasa	Kinder C	Work Period 1	1:00 – 1:45	Tita Heramiz	Mary Glor Tabanao

Name of Teacher	Grade & Section	Subject	Time	School Head/ Process Observer (PO)	PSDS/EPS
Lora Mae C. Gravines	I- Atis	MTB	1:00 – 1:50	Mylene Samonte (PO) Peter Paul Deiparine	Rosalinda Adlaon
Rosie E. Belarmino	I-Mango	MTB	1:00 – 1:50	Cesar Gevera	Arlene Barba
Pearl Ann C. Carbajosa	I-Guava	MTB	1:00 – 1:50	Angelito Villagonzalo	Vicente Laburada
Cherrie G. Malaga	I-Melon	MTB	1:00 – 1:50	Rowelem Rosima (PO) Efren Durano	Ferna Renira Alde
Mauleen Jane Manaug	I-Durian	MTB	1:00 – 1:50	Edsel Nacua (PO) Roberto Jalalon	Ida Juezan
Elcita D. Llemnit	II-Red	MTB	1:00 – 1:50	Celedonia Alabado (PO) Elegio Planas	Luzminda Jasmin
Renilda V. Jumawan	II-Green	MTB	1:00 – 1:50	Renato Calipayan (PO) Roger Manapol	Joan Niones
Analiza V. Te	II-Yellow	MTB	1:00 – 1:50	Jonathan Rellon (PO) Rizza Villaluna	Analiza Almazan
Myrlene C. Baluran	III - Orchids	English	1:00 – 1:50	Wilson Catingub, Sr. (PO) Noba Rubion	Tito Endrina
Amina D. Ibraheem	III - Daisy	English	1:00 – 1:50	Rogan Adanza (PO)	Eppie Grace Presto
Clarita C. Dagadas	III - Rose	English	1:00 – 1:50	Allan Tizon (PO) Juvy Salise	Neil Bongcayao
Bethany O. Caballero	IV- Narra	Math 4	1:00 – 1:50	A. Joseph Malahay (PO)	Patriotiso Penas
Ma. Hilda Lourdes N. Maung	IV-Lawaan	English 4	1:00 – 1:50	Rexie Pancho (PO) Mario Andales	Valeriano Delos Reyes
Lourdes B. Mampao	IV- Mahogany	Filipino 4	1:00 – 1:50	Elecel Adam (PO) Edberto Real	Imelda Cardines
Cynthia V. Siales	IV- Apitong	English 4	1:00 – 1:50	Nelson Lucero (PO) Eugene Sayson	Rosalinda Adlaon
Ma. Violita R. Mugot	IV- Narra	AP 4	2:10 – 2:50	Mary Joy Fortun	
Jade Irish B. Dabalos	V- Jupiter	English 5	2:10 - 3:00	Aldin Barsalote	
Jennelyn D. Punay	V-Mars	EPP 5	2:10 - 3:00	Elizabeth Bueron	
Shinette A. Intanto	V- Earth	Math 5	2:10 - 3:00	Raquel Cedeno	
Nourwena B. Apadan	V- Jupiter	Filipino 5	2:10-3:00	Joy Baulete	
Elsie J. Demaulo	V- Earth	Science 5	2:10-3:00	Joel Cartagena	
Teofila A. Porras	VI- Wisdom	Filipino 6	2:10 – 3:00	Inda Nacua	
Nino F. Dabalos	VI- Humility	Science 6	2:10 – 3:00	Jessica Lucero	
Leah-Mae C. Talingting	VI- Justice	English 6	2:10 – 3:00	Antonia Jumawan	
Mechelle M. Cartagena	VI-Charity	AP 6	2:10 – 2:50	Julieto Trazo	
Eduardo P. Paller Jr.	VI- Charity	Math 6	2:10-3:00	Felipe Degamo	
Anna Fe L. Ramos	VI- Humility	EPP 6	2:10-3:00	Felszev Lloyd Sayson	

- d. School Heads, Assistant Principals, PSDS and EPS are reminded to review thoroughly the PPST-COT as the tool used in observing classes.
 - e. This Rolling Conference is a KKB (Kanya-kanyang Baon) activity.
 - f. Travel expenses relative to the conduct of the said activity are chargeable against division/school MOOE funds, all subject to the usual government accounting and auditing rules and regulations.
2. For guidance and strict compliance.

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED
23152
DATE: NOV 26 2018 TIME: 2:28

BY:

Encls: none
References: DepEd Order No. 31, s. 2012
To be indicated in the Perpetual Index under the following subjects:
CURRICULUM HIMAMAT-CLASS OBSERVATION
CREO: Fifth Rolling Conference with Inserted Class observations
26 November 2018

FOR AND IN THE ABSENCE OF:

WINNIE E. BATOON, EdD
Officer in Charge

Office of the Schools Division Superintendent

Melanie P. Estacio
MELANIE P. ESTACIO, Ph.D.
OFFICER-IN-CHARGE
OFFICE OF THE ASSISTANT SCHOOLS DIVISION SUPERINTENDENT