



Republic of the Philippines
Department of Education
DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2024-557

To : Assistant Schools Division Superintendent
School Governance Operations Division Chief

Attention: **Francis Jude Alcomendras**
Claire Marriz Moral

Subject : **PLANNING WORKSHOP FOR THE CRAFTING OF THE 2025
DEPED DAVAO REGION COMMUNICATION PLAN**

Date : November 20, 2024

This has reference to the Regional Memorandum ORD-2024-112 re: **Planning Workshop for the Crafting of the 2025 DepEd Davao Region Communication Plan**, this office informs **Francis Jude Alcomendras** and **Claire Marriz Moral** to attend the two-day planning workshop on November 21-22, 2024 at Apo View Hotel.

The objectives of the planning workshop include the preparation of the year-round social media content, deliberation in finding strategies to come up with clear and accurate incident reports and complaints lodged in 8888 and other sources, and do preparatory measures in handling a customer satisfaction survey, and preparation of the Communication Plan for 2025.

In case the Division Information Officer and Division Public Assistance Coordinator are not available, the alternate DIO and DPAC shall attend the planning workshop.

Attached is the program/matrix for the two-day planning workshop.

Travel and other expenses are chargeable against local funds subject to the accounting and auditing rules and regulations.

Immediate dissemination of the Memorandum is desired.

For and in the absence of the
Schools Division Superintendent

PETER JASON C. SENARILLOS

Special Education Program Specialists
Officer-In-Charge

Enclosed: As stated,
CID/LR/lts

DepEd Schools Division of Digos City
RECORDS SECTION
RELEASED
DATE: NOV 20 2024 TIME: 2:09 PM
BY: [Signature]



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education
DAVAO REGION

November 15, 2024

REGIONAL MEMORANDUM
ORD-2024-112

**PLANNING WORKSHOP FOR THE CRAFTING OF THE 2025 DEPED DAVAO
REGION COMMUNICATION PLAN**

To: Schools Division Superintendents

1. There will be a two-day Planning Workshop for the crafting of the 2025 DepEd Davao Region Communication Plan on November 21-22, 2024. The venue will be announced in a separate memorandum.
2. The objectives of the planning workshop include preparing year-round social media content, finding strategies to come up with clear and accurate incident reports and complaints lodged in 8888 and other sources, preparing and handling a customer satisfaction survey, and preparing the Communication Plan for 2025.
3. The participants are the designated Division Information Officers (DIOs) and Division Public Assistance Coordinators (DPACs). In case the DIOs and DPACs are not available, the alternate DIO and DPAC shall attend the planning workshop.
4. Attached is the program/matrix for the two-day planning workshop.
5. Travel and other expenses are chargeable against local funds subject to the accounting and auditing rules and regulations.
6. Immediate dissemination of the Memorandum is desired.

ALLAN G. FARNAZO
Director IV

PAU/mgug



Republic of the Philippines
Department of Education
DAVAO REGION

Attachment to Regional Memorandum ORD-2024-112

**PROGRAM/MATRIX FOR THE PLANNING-WORKSHOP FOR THE DEPED
DAVAO REGION COMMUNICATION PLAN 2025**

November 21, 2024

8:00 – 9:00	Registration/Arrival
9:00 – 9:30	Opening Program
9:30 – 12:00	Presentation of the Accomplishments of Communication Plan 2024 Analysis of Social Media posts, actions to complaints, incident reports, implementation of the customer satisfaction survey
12:00 – 1:00	Lunch Break
1:00 – 4:00	Workshop on the crafting of the Communication Plan 2025 per strategy
4:00 – 6:00	Open Forum

November 22, 2024

8:00 – 12:00	Finalization of Communication Plan 2025 Crafting of documents: Incident reports template, stories/articles template
1:00 – 3:00	Presentation of the final draft of Communication Plan 2025 HOME SWEET HOME

Participants:

PAU personnel – 3
Division Information Officers (DIOs) - 11
Division Public Assistance Coordinators (DPACs) - 11



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Department of Education
Region XI-Davao Region
SCHOOLS DIVISION OF DIGOS CITY
KAPATAGAN NATIONAL HIGH SCHOOL
KAPATAGAN, DIGOS CITY
SCHOOL ID: 304401

November 19, 2024

MELANIE P. ESTACIO, PhD, CESO VI

Schools Division Superintendent

Schools Division of Digos City

Roxas cor. Lopez Jaena St., Digos City

Thru: FRANCIS JUDE D. ALCOMENDRAS, JD, MPA

Administrative Officer V

Madam:

Greetings of peace!

Kapatagan National High School will conduct the In-Service Training during the Mid-Yer Performance, Review and Evaluation on November 25-29, 2024. This activity aims to strengthen teacher's instructional leadership, learning and development needs and align their individual performance target with school priority programs.

In this connection, the undersigned would like to request **MR. FRANCIS JUDE D. ALCOMENDRAS** as our Resource Speaker on November 26, 2024 at Kapatagan National High School, Kapatagan, Digos City with the topic "Continuous Evaluation and Adaptation Essential for Navigating the Ever-evolving Landscape of Administrative & Human Resource Key Challenges". His expertise and insights would undoubtedly bring a valuable perspective to the execution plan of teachers.

Thank you for considering our request. We look forward to the possibility of having Mr. Francis Jude D. Alcomendras as a distinguished speaker for the event.

Sincerely,

NOBA J. RUBION

School Principal II

APPROVED:

For and in the absence of
Schools Division Superintendent

PETER JASON C. SENARILLOS

Senior Education Program Specialist
Officer-In-Charge





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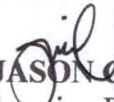
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304401

IN SERVICE TRAINING PLAN
SY: 2024-2025

Date	Topic	Session Objectives	Methodology	Assessment Strategies & Tools	Outputs	Resource Speaker/Subject-Matter Expert
1 November 25, 2024	Deepening Understanding of the MATATAG Curriculum	To enhance teachers' understanding of the MATATAG Curriculum, its underlying philosophy, and its practical implementation in the classroom.	Interactive Lecture / Face-to-face	Questions and discussions	Reflection Paper	Noba J. Rubion

2	November 26, 2024	Continuous Evaluation and Adaptation for Navigating the Ever-evolving Landscape of Administrative & Human Resource Key Challenges	MATATAG Curriculum Lesson Planning	To address issues and concerns of administrative and human resource	Discussions of Legal Basis	Questions and discussion, Workshop	Note Taking	Francis Jude D. Alcomendras, JD, MPA Administrative Officer V
3	November 27, 2024	Illuminating Teaching through HOTS-PLP, PISA, and 21 st Century Teaching Skills		Provide Professional Development/ interventions, innovative teaching strategies	Discussion, Sharing and Feedback / Face-to-face	Lesson Planning, Demo-teaching, Process Observation	Lesson Plan	Chariza L. Calamohoy Marlou G. Samontina Mari Mie C. Medina
4	November 28, 2024	From Insight to Action: A Digitization Roadmap for Now and Beyond using		To equip non-math major teachers with the confidence and practical strategies needed to effectively teach	Technology Integration, Game-based learning, Peer Coaching and Collaboration /	Peer Feedback, Hands-on Learning, Technology Tools	Khan Academy, Online resources, Math applications	Neryl Joy A. Banawan Kemberly U. Gama

	Khan Academy	math.	Face-to-face		and games, Manipulatives	
	Write on the Matter: Basic Concepts and Process in School-Based Action Research	To capacitate teacher-researchers in making school-based action research	Lecture, Group Workshop	Lecture, Group Workshop/ Activities	Action Research	Lyll Dave Gimeda
5	November 29, 2024	Mid-year Performance Review and Evaluation	Assess the teaching effectiveness, recognize strengths and identify areas of improvement	Initial compilation of Portfolio / Face-to-Face	Accomplish Mid-year Performance Review and Evaluation Forms	IPCRF, Developmental Plans
	Assess Implementation / Performance of programs and projects	To assess the implementation/ performance of programs and projects	Presentation of accomplishment	Adjustment and interventions	Accomplishment Report, Implementation Plan	Project Holders, End-users

Prepared by:

Approved:


NOBA J. RUBION
School Head

JESSICA G. LUCERO
PSDS

GERVASIO R. SALINAS, JR., PhD
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		MATATAG Curriculum Lesson Planning	To create lesson plans that align with the learning objectives outlined in the MATATAG Curriculum for a specific subject area.	Discussion, Sharing and Feedback, Developing Lesson Plan	Questioning, Lesson Plan Evaluation, Feedback	Instructional Materials, Lesson Plan	Chariza L. Calamohoy
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