



Republic of the Philippines
Department of Education
REGION XI
SCHOOLS DIVISION OF DIGOS CITY

OFFICE OF THE SCHOOLS DIVISION SUPERINTENDENT
DIVISION MEMORANDUM

CID-2025-112

To : **Assistant Schools Division Superintendent**
CID and SGOD Chiefs
Public Schools District Supervisors
Education Program Supervisors (CID and SGOD)
Concerned SGOD SEPS
Selected Elementary and Secondary School Heads
Concerned DICNHS ESM-Department Heads
Selected Elementary and Secondary Master Teachers
Designated Nurse-On-Duty
All Others Concerned

Subject : **INTER-DIVISION LEARNING EXCHANGE ON STRENGTHENING**
EDUCATIONAL LEADERSHIP AND INNOVATION

Date : March 31, 2025

In line with our commitment to advancing educational leadership, fostering innovation, and strengthening collaboration among education leaders, the Schools Division of Digos City will conduct the **Inter-Division Learning Exchange on Strengthening Educational Leadership and Innovation** on **April 10-12, 2025** (venue to be determined). This initiative falls under the **Professional and Personal Advancement through Training/Learning & Development, Awards & Recognition, and Other Programs for Balanced Human Resource Optimization (PPATABHO)**.

This professional development activity aims to:

- Strengthen the leadership capacity of education leaders to drive innovation and school improvement.
- Facilitate the exchange of best practices in curriculum implementation, instructional strategies, and school leadership.
- Establish stronger professional networks that encourage proactive and responsive educational leadership.
- Develop a concrete **Work Application Plan (WAP)** to implement acquired learnings and innovations in schools and across the division.

The training will employ a structured approach, including **orientation, focus group discussions, educational exploration (benchmarking and classroom observations), best practices presentations, SWOT analysis, reporting, and WAP development**. Renowned resource persons will be invited to facilitate the sessions and provide valuable insights.

All designated participants are required to ensure their attendance and active engagement throughout the training. Additionally, an **ocular inspection of the venue** will be conducted on **April 2, 2025** by Ivy F. Solano, EPS-Science and Ronald B. Dedace, SEPS-HRD.

Expenses related to food, travel, accommodation, and other necessary costs shall be charged to **downloaded funds (HRD-Program Support Fund)**, while expenses incurred during the venue ocular inspection shall be covered by **local funds/division MOOE**, subject to existing accounting and auditing rules and regulations.

Service credits will be granted to teaching personnel, and compensatory time-off credits will be provided to non-teaching personnel. The list of participants, program of activities, and designated technical working group members are provided in the enclosures.

Immediate and wide dissemination of this memorandum is highly desired.

For and in the absence of
Schools Division Superintendent

Cherrie Anne B. Bohol 03/31/25
CHERRIE ANNE B. BOHOL
Education Program Supervisor, SGOD
Officer-in-Charge

Enclosed: As stated.
CID/ifs

Schools Division of Digos City
RECORDS SECTION
RELEASED
DATE: APR 02 2025 TIME: 1:27 PM
BY: *[Signature]*

PROGRAM OF ACTIVITIES

SCHEDULE OF ACTIVITIES PER DAY						
April 10-12, 2025						
Time	Session Objectives	Activity/ Session	Expected Outputs	Topic/ Content	Methodology	Person Responsible
Day 1						
Pre-Implementation Stage						
Orientation						
7:00-8:00	None	Arrival and Registration	None	None	None	Program Committee
8:00-8:30	Arrival / Establish Engagement	Setting the training mood	Preliminaries	None	AVP	Program Committee
8:30-12:00	Preparatory Meeting & Focus Area Assignment	Assign benchmarking teams to focus areas	Identified focus areas and team assignments	Curriculum implementation, instructional strategies, assessment methods, student engagement, school culture	Discussion & Team Assignments	Program Committee
12:00-1:00	Lunch					
1:00-5:00	Pre-visit Research & Review of Benchmarking Tools	Review DPS's curriculum, learning strategies, and prepare data-gathering tools	Finalized benchmarking tools	DPS curriculum framework, school policies, assessment strategies	Document review & tool finalization	Program Committee
5:00-7:00	Team Reflection & Briefing	Synthesis of key points and final instructions	Teams ready for benchmarking	Benchmarking framework	Group Reflection & Discussion	Program Committee

Day 2 Implementation Stage Educational Exploration						
7:00-8:00	None	Arrival and Registration	None	None	None	Program Committee
8:00-8:30	None	Setting the training mood	Preliminaries	None	AVR	Program Committee
8:30-12:00	Classroom Observations	Teams visit classes to observe teaching strategies, student engagement, and instructional materials	Documented classroom strategies & learning approaches	Instructional strategies, student engagement, use of technology	Observation & Documentation	Program Committee
12:00-1:00	Lunch					
1:00-5:00	Best Practices Presentation by DPS	DPS faculty shares best practices in curriculum execution, student performance monitoring, and school-wide initiatives	Identified best practices for possible adoption	Curriculum enhancement, assessment strategies, learning culture	Presentation & Discussion	DPS Faculty
5:00-7:00	Reflection & Open Forum	Exchange of insights between CID team and DPS faculty	Compilation of insights & recommendations	Strengths & challenges in curriculum implementation	Group Discussion	Program Committee

Day 3 Post-Implementation Stage Synthesis and WAP Preparation						
7:00-8:00	None	Arrival and Registration	None	None	None	Program Committee
8:00-8:30	None	Setting the training mood	Preliminaries	None	AVR	Program Committee
8:30-12:00	Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis	Identify elements that can be adapted or improved in DepEd Digos City	SWOT Analysis Report	Curriculum implementation, learning strategies, school policies	Group Discussion	Program Committee
12:00-1:00	Lunch					
1:00-5:00	Action Planning for Curriculum Enhancement	Translating learning into actionable steps for DepEd Digos City schools	Finalized WAP (Work Action Plan)	Curriculum reforms, assessment modifications, teaching methodologies	Planning & Documentation	Program Committee

PARTICIPANTS

PERSONNEL	NUMBER OF PAX
Schools Division Superintendent	1
Assistant Schools Division Superintendent	1
SGOD Chief	1
CID Chief	1
Public Schools District Supervisors (1 per District – Elementary and Secondary)	5
SGOD Education Program Supervisor	1
CID Education Program Supervisor	10
SGOD Senior Education Program Specialist	1
School Heads (1 per District – Elementary and Secondary)	5
Master Teachers (2 per District – Elementary and Secondary)	10
DICNHS ESM Department Heads	3
Designated Nurse-On-Duty	1
Total Number of Participants	40

Note: a follow-up memorandum will be released indicating the activity’s specific participants