




DIVISION MEMORANDUM
No. 195, s. 2016

To: **Chief Schools Governance and Operations Division**
Chief Curriculum Implementation Division
Education Program Supervisors
Public Schools District Supervisor
Elementary School Heads



From: 
ALLAN G. FARNAZO, Ph.D., CESO IV
Concurrent Schools Division Superintendent

Subject: **Pilot testing schedule of Region Initiated Tool on Instructional Supervision (IS) for Supervisors and School Heads**

Date: September 5, 2016

1. Relative to Regional Memorandum no. 186, s. 2016 Pilot Testing of Region Initiated Tool on Instructional Supervision (IS) for Supervisors and School Heads. This Division hereby informing the schools on the Instructional Supervision schedule as well as the Team assigned below.

| Date | Team A (Ma'am Grace, Ma'am Fritzie) | Team B (Ma'am Aster, Ma'am Lorna) | Team C (Sir Manny, Ma'am Helen) | Team D (Ma'am Balve, Ma'am Margie) | Team E (Sir Rolly, Sir Roque) |
|----------------|---|---|---------------------------------------|--|-------------------------------------|
| Sept. 8, 2016 | San Frans Hinigdaan Kalabaylabay | Sinaloc | ECCS Molugan Amoros | | Bolisong Cogon Kibonbon |
| Sept. 13, 2016 | | Taytay PSB | | Sambulawan Himaya Ulaliman | |
| Sept. 14, 2016 | Submission of the complied IS Tool to Focal Person Fritzie C. Sillabe | | | | |
| Sept. 15, 2016 | Consolidation of Results c/o Fritzie C. Sillabe | | | | |
| Sept. 16, 2016 | Transmittal of Reports to the Regional Office | | | | |

Supervisors are advised to stick to their schedule and submit the complied IS Tool on time in order to facilitate the timeline being set by the Regional Office.

2. Please be guided accordingly.