



Republic of the Philippines
Department of Education
Region X
DIVISION OF EL SALVADOR CITY



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DIVISION MEMORANDUM

No. 206, s. 2019

To: All Education Program Supervisors
All Public Elementary School Heads
All Public Secondary School Heads
All Master Teachers

From: **JESNAR DEMS S. TORRES, Ph.D., CESE**
Asst. Schools Division Superintendent
OIC, Office of the Schools Division Superintendent

Subject: Capacity Building on Instructional Supervision

Date: August 27, 2019

1. One of the major functions of a school head which is also reflected in his/her Key Results Area (KRA) is the Instructional Supervision. This is to ensure that the curriculum is properly implemented and classroom handling is aligned with the standards set by the Department of Education. Thus, this Office announces the conduct of the Two-day Live-out Training on Instructional Supervision on September 3-4, 2019 at Apple Tree Resort & Hotel, Polop, Misamis Oriental.
2. This activity aims to capacitate school heads and master teachers on Instructional Supervision. Specifically, this activity targets to:
 - a. reinforce and enhance teaching practices that will contribute to student learning;
 - b. improve delivery and conduct of classroom supervision;
 - c. acquire constant decision-making skills to increase teaching and learning outputs.
3. Participants of this activity are the Education Program Supervisors, School Heads and Master Teachers of this Division.
4. For dissemination, guidance and strict compliance.