



Republic of the Philippines
Department of Education
REGION X – NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY

Office of the Schools Division Superintendent

04 September 2023

DIVISION MEMORANDUM
No. 375, s. 2023

**CONDUCT OF INSTRUCTIONAL SUPERVISION AND TECHNICAL ASSISTANCE TO
THE SCHOOL HEADS AND MAPEH TEACHERS FOR THE
SCHOOL YEAR 2023-2024**

To: Assistant Schools Division Superintendent
Chief Education Supervisor, CID
Education Program Supervisor, MAPEH
Public Elementary and Secondary School Heads
All Others Concerned
This Division

1. In connection with the MATATAG agenda of the Department of Education on supporting teachers to teach better, this Office will conduct instructional supervision (IS) and technical assistance (TA) to school heads and MAPEH teachers.
2. This aims to:
 - a. enhance teaching practices through targeted feedback and support;
 - b. foster a culture of continuous learning and improvement;
 - c. ensure alignment with curriculum standards and educational goals;
 - d. build strong relationships and communication channels; and
 - e. data-informed decision making for continuous enhancement
3. Attached is the Instructional Supervision (IS) and Technical Assistance (TA) Schedule Plan for the conduct of this activity.
4. School heads are encouraged to complete the IS and TA plan details that will be sent to the MAPEH Fb group chat or through this link: <https://shorturl.at/KNW59>.
5. For technical concerns, you may contact, John Franklin Dresser PhD, MAPEH supervisor at 09161005045. This memorandum also serves as Authority to Travel.
6. This Office shall adhere to Equal Opportunity Principle (EOP) in the steps undertaken for this purpose. Hence, all decisions and actions shall be based on guidelines set forth, with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity or political affiliation.





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7. For guidance and strict compliance.

RANDOLPH B. TORTOLA
Schools Division Superintendent *g*

Atch: As Stated

*To be indicated in the Perpetual Index
under the following subjects:*

MAPEH INSTRUCTIONAL SUPERVISION
TECHNICAL ASSISTANCE

CID/ jfd





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MAPEH INSTRUCTIONAL SUPERVISION and TECHNICAL ASSISTANCE SCHEDULE PLAN
SY 2023-2024

School	Date and Time			Instructional Supervision Approach	Grade Level	Focus Teacher	Name of School Head
	Pre-Conference	Observation Day	Post Conference				
San Francisco de Asis ES	Sept 12 (AM)	13-Sep-23	13-Sep-23				
San Francisco de Asis NHS	Sept 12 (PM)	13-Sep-23	13-Sep-23				
Hinigdaan ES	Sept 14 (AM)	19-Sep-23	19-Sep-23				
Hinigdaan NHS	Sept 14 (PM)	19-Sep-23	19-Sep-23				
Kalabaylabay IS (Elem)	Sept 20 (PM)	21-Sep-23	21-Sep-23				
Kalabaylabay IS (Sec)	Sept 20 (PM)	21-Sep-23	21-Sep-23				
Bolisong ES	Sept 26 (PM)	27-Sep-23	27-Sep-23				
Kibonbon ES	Sept 26 (AM)	27-Sep-23	27-Sep-23				
Cogon ES	Sept 28 (AM)	4-Oct-23	4-Oct-23				
Cogon NHS	Sept 28 (PM)	4-Oct-23	4-Oct-23				
El Salvador City NHS	Sept 4 (AM)	5-Oct-23	5-Oct-23				
El Salvador City CS	Sept 4 (PM)	5-Oct-23	5-Oct-23				
Sinaloc ES	Oct 10 (AM)	11-Oct-23	11-Oct-23				
Sinaloc NHS	Oct 10 (PM)	11-Oct-23	11-Oct-23				
Molugan NHS	Oct 12 (AM)	17-Oct-23	17-Oct-23				
Molugan CS	Oct 12 (PM)	17-Oct-23	17-Oct-23				
Sambulawan ES	Oct 18 (AM)	19-Oct-23	19-Oct-23				
Sambulawan NHS	Oct 18 (PM)	19-Oct-23	19-Oct-23				
Amoros ES	Oct 24 (AM)	25-Oct-23	25-Oct-23				
Taytay ES	Oct 24 (PM)	25-Oct-23	25-Oct-23				
Himaya ES	Oct 26 (AM)	27-Oct-23	27-Oct-23				
Himaya NHS	Oct 26 (PM)	27-Oct-23	27-Oct-23				
Ulaliman ES	Nov 7 (AM)	9-Nov-23	9-Nov-23				