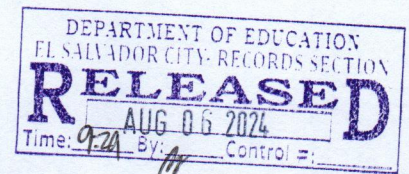


Republic of the Philippines
Department of Education
REGION X - NORTHERN MINDANAO
SCHOOLS DIVISION OF EL SALVADOR CITY



Office of the Schools Division Superintendent


August 2, 2024

DIVISION MEMORANDUM
No. 298, s. 2024

SUBMISSION OF CLASS PROGRAM AND SCHOOL FORM 7 FOR SY 2024-2025

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Education Program Supervisors
Public Elementary & Secondary School Heads
All Others Concerned
This Division

1. In adherence to DepEd Order No. 10, s. 2024 titled Policy Guidelines on the Implementation of the MATATAG Curriculum and DepEd Order No. 05, s. 2024 titled Rationalization of Teachers' Workload in Public Schools and Payment of Teaching Overload, public elementary and secondary school heads are directed to comply and submit the Class Program for SY 2024-2025 **on or before August 9, 2024**.
2. The school heads shall ensure the accuracy and consistency of the class programs with the School Form 7 (SF 7) School Personnel Assignment List and Basic Profile.
3. Enclosed are the templates for reference.
4. Moreover, this Office adheres to the Equal Opportunity Principle (EOP) in observing all policies and protocol of the said activity. Hence, all actions shall be based solely on guidelines set with no discrimination on the account of age, gender, identity, sexual orientation, civil status, disability, religion, ethnicity, or political affiliation.
5. This Office directs the immediate and wide dissemination of this Memorandum.


RANDOLPH B. TORTOLA
Schools Division Superintendent

To be indicated in the Perpetual Index
Under the following subjects:

MATATAG CURRICULUM

CLASS PROGRAM

CID/NAA



Address: Zone 3, Poblacion, El Salvador City
Telephone No: (088) 855-0113
Website: www.depedelsalvadorcity.net
Email Address: elsalvador.city@deped.gov.ph

Transforming Schools,
Forging Partners



Annex 1 Class Program By Teacher

Department of Education
 Division of El Salvador City
 School Name _____

Elementary Class Program By Teacher
School Year 2024-2025

Time	(Name of Teacher)		(Name of Teacher)		(Name of Teacher)	
	Degree:		Degree:		Degree:	
	Area of Specialization:		Area of Specialization:		Area of Specialization:	
	No. of Hours:		No. of Hours:		No. of Hours:	
	Adviser: (Grade Level & Section)		Adviser: (Grade Level & Section)		Adviser: (Grade Level & Section)	
	Teaching-related Assignments:		Teaching-related Assignments:		Teaching-related Assignments:	
	Subject	Year/Section	Subject	Year/Section	Subject	Year/Section

Prepared:

School Head/Principal

Reviewed:

Education Program Supervisor/Technical Assistance Provider

Recommending Approval:

NINIAN A. ALCASID
 Chief Education Supervisor
 Curriculum Implementation Division

Approved:

CONNIEBEL C. NISTAL, PhD
 Assistant Schools Division Superintendent

Annex 2 Class Program By Teacher

Department of Education
 Division of El Salvador City
 School Name _____

Secondary School Class Program By Teacher
School Year 2024-2025

Time	(Name of Teacher)		(Name of Teacher)		(Name of Teacher)	
	Degree:		Degree:		Degree:	
	Major:		Major:		Major:	
	Minor:		Minor:		Minor:	
	No. of Hours:		No. of Hours:		No. of Hours:	
	Adviser: (Grade Level & Section)		Adviser: (Grade Level & Section)		Adviser: (Grade Level & Section)	
	Teaching-related Assignments:		Teaching-related Assignments:		Teaching-related Assignments:	
Subject	Year/Section	Subject	Year/Section	Subject	Year/Section	

Prepared:

School Head/Principal

Reviewed:

Education Program Supervisor/Technical Assistance Provider

Recommending Approval:

NINIAN A. ALCASID
 Chief Education Supervisor
 Curriculum Implementation Division

Approved:

CONNIEBEL C. NISTAL, PhD
 Assistant Schools Division Superintendent

DEPARTMENT OF EDUCATION

Division of El Salvador City

School _____

SY 2024-2025

TIME	Grade Level & Section	Grade Level & Section	Grade Level & Section	Grade Level & Section
	RM. No.	RM. No.	RM. No.	RM. No.
	(Name of Adviser)	(Name of Adviser)	(Name of Adviser)	(Name of Adviser)
	Subject & Subject Teacher	Subject & Subject Teacher	Subject & Subject Teacher	Subject & Subject Teacher
	RECESS	RECESS	RECESS	RECESS
	LUNCH	LUNCH	LUNCH	LUNCH

Prepared:

School Head/Principal

Reviewed:

Education Program Supervisor/Technical Assistance Provider

Recommending Approval:

NINIAN A. ALCASID
 Chief Education Supervisor
 Curriculum Implementation Division

Approved:

CONNIEBEL C. NISTAL, PhD
 Assistant Schools Division Superintendent

