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

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

CID-2025-0775

To : Assistant Schools Division Superintendent
 Chief of the Curriculum Implementation Division
 Education Program Supervisors
 Public Schools District Supervisors
 Public Elementary and Secondary School Heads
 All Concerned

Subject : **DIVISION QUARTERLY MEETING OF SCHOOL ENGLISH COORDINATORS ON ENGLISH CURRICULUM IMPLEMENTATION**

Date : November 17, 2025

Strengthening curriculum implementation, ensuring instructional coherence, and fostering consistent monitoring of English programs across all schools in the division serve as the primary purposes of the **Division Quarterly Meeting of School English Coordinators** to be held on November 27, 2025, 1:00 p.m. at the Division Training Center.

The agenda to be discussed are as follows:

1. **Project ALIGN-English** -(Aligned Lesson Guide Network in English), a package of Ready-to-Teach Daily Lesson Log and its corresponding daily and weekly assessments.
2. **Project LACE** (Learning Action Cell in English) - leverages Learning Action Cells (LAC) to help English teachers address skill gaps and improve student performance across Grades 2-12.
3. **Division Festival of Talents**
4. **Project WriteWell** - aims to enhance students' writing skills by equipping teachers with strategies to improve composition, grammar, and clarity, fostering confidence and effective communicators.
5. **DELTA** (Division English Language Teachers Association) Election of Officers
6. **2nd Quarter Proficiency Level Report** by the District English Coordinators
7. **Other Matters**

School Heads are hereby instructed to adopt flexible learning options, arrange class schedules of the concerned teachers and ensure adherence to DO No. 9, s. 2005



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or *Instituting Measures to Increase Engaged Time-on-Task and Ensuring Compliance Therewith.*

Travel and other expenses incurred with the discharge of their duties shall be charged against School MOOE or any local funds, all subject to the usual accounting and auditing rules and regulations.

Immediate dissemination of this memorandum is desired.


JINKY B. FIRMAN PhD, CESO VI
Schools Division Superintendent

RELEASED

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RECORDS SECTION SDO PANABO CITY
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